



**LEWIS COUNTY HOSPITAL DISTRICT NO. 1
REGULAR BOARD OF COMMISSIONERS' MEETING
September 30, 2020 at 3:30 p.m.
ZOOM**

<https://myarborhealth.zoom.us/j/94824041361>

Meeting ID: 948 2404 1361

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Mission Statement

To foster trust and nurture a healthy community.

Vision Statement

To provide accessible, quality healthcare.

AGENDA TOPIC	CONCLUSION	ACTION ITEMS
Call to Order	<p>Board Chair Frady called the meeting to order via Zoom at 3:30 p.m.</p> <p>Commissioners present:</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Trish Frady, Board Chair <input checked="" type="checkbox"/> Tom Herrin, Secretary <input checked="" type="checkbox"/> Craig Coppock <input checked="" type="checkbox"/> Wes McMahan <input checked="" type="checkbox"/> Chris Schumaker <p>Others present:</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Leianne Everett, Superintendent <input checked="" type="checkbox"/> Shana Garcia, Executive Assistant <input checked="" type="checkbox"/> Sara Williamson, CNO/CQO <input checked="" type="checkbox"/> Roy Anderson, Compliance Officer <input checked="" type="checkbox"/> Janice Holmes, Medical Staff Coordinator <input checked="" type="checkbox"/> Diane Markham, Marketing/Communication Manager & Foundation Executive Director <input checked="" type="checkbox"/> Richard Boggess, CFO <input checked="" type="checkbox"/> Buddy Rose, Reporter <input checked="" type="checkbox"/> Elee Fairhart, Morton Resident <input checked="" type="checkbox"/> Elya Prystowsky, WRHC Executive Director <input checked="" type="checkbox"/> Don Roberts, Pharmacist <input checked="" type="checkbox"/> Larry Sinkula, Surgical Services Director <input checked="" type="checkbox"/> Shannon Kelly, CHRO <input checked="" type="checkbox"/> Julie Taylor, Ancillary Services Director <input checked="" type="checkbox"/> Jeffrey Wasson, Resident's Family Member 	



	<input checked="" type="checkbox"/> Jenny Knudsen, Rognlin’s Inc. <input checked="" type="checkbox"/> Deann Schlumpf, Resident’s Family Member <input checked="" type="checkbox"/> Kurt Moyer, Pacific Tech <input checked="" type="checkbox"/> Marcus Gdula, McKinstry <input checked="" type="checkbox"/> MW <input checked="" type="checkbox"/> June Merchur, Wood Harbinger <input checked="" type="checkbox"/> Sharon Wedam, Morton Resident <input checked="" type="checkbox"/> Nancy Brown, Wood Harbinger <input checked="" type="checkbox"/> 360.414.8084, Pacific Tech <input checked="" type="checkbox"/> Van Anderson, Packwood Resident <input checked="" type="checkbox"/> Pam Hayes, HUC	
Approval or Amendment of Agenda		Commissioner Coppock made a motion to approve the agenda. Secretary Herrin seconded and the motion passed unanimously.
Conflicts of Interest	Board Chair Frady asked the board to state any conflicts of interest with today’s agenda.	None noted.
New Business	<p>CFO Boggess stated the Board received three timely submitted bids today by noon from McKinstry, Pacific Tech Construction and Rognlin’s, Inc.</p> <p>CFO Boggess opened the three bids and noted:</p> <ol style="list-style-type: none"> 1. Rognlin’s, Inc.’s total bid \$2,495,000. 2. McKinstry’s total bid-\$2,400,560. 3. Pacific Tech Construction’s total bid-\$2,798,576. <p>CFO Boggess announced the apparent low bidder is McKinstry’s at \$2,400,560.</p> <p>Superintendent Everett announced the contract will be awarded on October 13, 2020 at 3:30 PM during a Special Board Meeting.</p>	
Comments and Remarks	<p>Commissioners: Commissioner Schumaker shared his concerns regarding the District’s reaction to the closure of the custodial care program.</p> <p>Commissioner McMahan apologized to the District that he was unaware of the concerns expressed. Board Chair Frady appreciated the concerns expressed by the District and reiterated that this was not an easy decision. She</p>	



	<p>thanked the staff for their commitment to the residents and their families during this transition.</p> <p>Audience: Jeffrey Wasson expressed concerns regarding the closure of the custodial care program and requested the Board reconsider putting a hold on their decision.</p> <p>DeAnn Schlumpf expressed concern regarding not being informed of the meetings or on the decision of where her family member was going to be placed.</p> <p>Elee Fairhart requested more information regarding the recent move towards an ACO contract.</p> <p>Superintendent Everett acknowledged the District has agreed to participate in an ACO; however, we are awaiting approval. This is quality driven and we have not agreed on the measures with Physicians of Southwest Washington. The goal of ACO's is to improve health while lowering the cost of care. Patients continue to choose their preferred provider. CMS is encouraging ACO models in rural healthcare.</p>	
<p>Guest Speaker-WRHC, Elya Prystowsky, Executive Director</p>	<p>Elya Prystowsky with the Washington Rural Health Collaborative provided an overview of the benefits to Arbor Health's membership in the collaborative. She shared that as a collaborative we collectively speak with a larger voice. The membership provides a financial benefit through shared services and purchasing agreements.</p>	
<p>Executive Session- RCW 70.41.205</p>	<p>Executive Session began at 4:20 p.m. for 20 minutes to discuss Medical Privileging. The Board returned to open session at 4:40 p.m. No decisions were made in Executive Session.</p> <p>New Appointments</p> <ol style="list-style-type: none"> 1. Stephen Burton, MD (Providence- Telestroke Privileges) 2. Nathan Cade, MD Active (Emergency Medicine) 3. Ruben Krishnananthan, MD Consulting (Radia – Radiology Privileges) 4. George Lopez, MD (Providence- Telestroke Privileges) 5. Aixa D. Espinosa Morales, MD (Providence- Telestroke Privileges) 6. Ravi Pande, MD (Providence- Telestroke Privileges) 	<p>Secretary Herrin made a motion to approve the Medical Privileging as presented and Commissioner Coppock seconded. The motion passed unanimously.</p>



	<ol style="list-style-type: none"> 7. Rizwani Kalani, MD (Providence- Telestroke Privileges) 8. Jianming Song, MD Active (Emergency Medicine) <p>Reappointments</p> <ol style="list-style-type: none"> 1. Kristine Andrade, MD Consulting (Radia-Radiology Privileges) 2. David Atkins, MD Consulting (Radia-Radiology Privileges) 3. Jennifer Montoure, ARNP Active (Family Medicine) 	
Break	Board Chair Frady called for a 5-minute break at 4:45 p.m. The Board returned to open session at 4:50 p.m.	
Department Spotlight <ul style="list-style-type: none"> • Don Roberts 	Pharmacist Roberts provided an overview of the Pharmacy. He comes with a wealth of experience and reiterated his primary responsibility is to partner with the clinical team in providing the best care to our patients. He believes the DNV Accreditation is important and is working to have the Pharmacy ready.	
Board Committee Reports <ul style="list-style-type: none"> • Hospital Foundation Report 	<p>Commissioner McMahan announced the auction is this weekend and commended the Foundation Volunteers for their efforts during this unusual year.</p> <p>Diane Markham encouraged everyone attend and noted the Fund-A-Need this year is the CT Scanner. The fundraising goal is \$30,000 and the Live Auction will be on YouTube on Saturday, October 3, 2020.</p>	
<ul style="list-style-type: none"> • Finance Committee Report 	<p>Commissioner Herrin highlighted the following:</p> <ol style="list-style-type: none"> 1. Utilities were higher due to a billing process change but should line up next month with YTD budget. 2. Benefits were higher due to increased utilization but will continue to account for it. 3. Revenue was down by 45%. 4. Overall, costs were higher than budgeted, making it an unfavorable month. 5. Requesting board approval on two Resolutions: <ol style="list-style-type: none"> a. LED Lighting b. Centralia College 6. CARES Act monies are going to cause a budget shift. The methodology for recognizing lost revenue has to change based on clearer guidance. 7. Continuing to pursue the Mobile Health Clinic. This will be brought to the full board in November for discussion. 	



<ul style="list-style-type: none"> Compliance Committee Report 	<p>Commissioner McMahan reiterated the action items that the Board needs to complete:</p> <ol style="list-style-type: none"> Complete and return Conflicts of Interest forms to Compliance Officer Anderson. Review the Regulatory Summary in Lucidoc. 	
<p>Consent Agenda</p>	<p>Board Chair Frady announced the following in consent agenda up for approval:</p> <ol style="list-style-type: none"> Minutes of the August 26, 2020 Regular Board Meeting (<i>Action</i>) Minutes of the September 16, 2020 Compliance Committee Meeting (<i>Action</i>) Minutes of the September 23, 2020 Finance Committee Meeting (<i>Action</i>) Warrants & EFT's in the amount of \$3,930,631.51 dated August 2020 (<i>Action</i>) Resolution 20-37-Approving the Capital Purchase of LED Lighting (<i>Action</i>) Resolution 20-38-Approving the Engagement with Centralia College (<i>Action</i>) Approve Documents Pending Board Ratification 9.30.20 (<i>Action</i>) 	<p>Secretary Herrin made a motion to approve the Consent Agenda and Commissioner Schumaker seconded. The motion passed unanimously.</p>
<p>Old Business</p> <ul style="list-style-type: none"> OPMA & PRA Training Certificates 	<p>Nothing noted.</p>	
<p>New Business</p> <ul style="list-style-type: none"> Board Education 	<p>Board Chair Frady shared the design behind a consent agenda. The Board agreed the consent agenda is helpful and agreed to continue to vote on the consent agenda for resolution purposes to memorialize the decisions made.</p>	
<ul style="list-style-type: none"> Diversity Training 	<p>Board Chair Frady announced the training will be during a Special Board Meeting on October 28th at 2:30 pm. The Leadership Team and directors of the organization will be joining in too.</p>	
<ul style="list-style-type: none"> Draft 2021 Operating Budget 	<p>Superintendent Everett noted the budget is in development. The operating budget was presented at the October 21, 2020 Finance Committee Meeting and will be presented to the Board again at a Special Board Meeting on October 28, 2020.</p>	
<ul style="list-style-type: none"> Board Policies & Procedures 	<p>The Board supported adding the new policy for Electronic Signatures.</p> <p>The Board supported marking the following three policies and procedures as reviewed.</p> <ol style="list-style-type: none"> Annual Adoption of the Compliance Plan Annual CEO/Superintendent Evaluation Board E-Mail Communication 	<p>Secretary Herrin made a motion to add the new policy/procedure and to mark the policies and procedures as reviewed and Commissioner McMahan seconded. The</p>



		<p>motion passed unanimously.</p> <p>Action Item-Executive Assistant Garcia will create and publish the new policy in Lucidoc.</p> <p>Action Item-Executive Assistant Garcia will mark the three policies and procedures as reviewed.</p>
<ul style="list-style-type: none"> • Change to Employee Benefits 	<p>CHRO Kelly noted in 2017 the Board delegated fiduciary authority to the retirement plan committee that meets quarterly. As a member of the Collaborative we can pool our assets in the retirement plan to reduce fees and access new investments. The Committee has agreed to transition to Nationwide.</p> <p>CHRO Kelly shared the next step will be for the Committee to share the details at the October 21, 2020 Finance Committee Meeting and will finally bring a resolution to the Board to adopt the new plan document.</p>	<p>Action Item-CHRO Kelly will research if employees will have to move money when moving platforms.</p>
<p>Superintendent Report</p>	<p>Superintendent Everett updated the following:</p> <ol style="list-style-type: none"> 1. The closure of Custodial Care is on track and placement of residents is going well. 2. The Flu Shot Clinic has been a success and a great service to the community. 3. The upcoming WSHA Fall Virtual Conference is in progress and we need to know if the Board wants to participate. <p>Superintendent Everett presented the Department Specific Measures that align with the three Strategic Goals. She highlighted a few different areas to demonstrate how the data will be measured. She requested the Board review the format, data presented and bring feedback to the November 11, 2020 Regular Board Meeting to ensure she is meeting the Board's expectations.</p>	<p>Action Item-The Board needs to notify Executive Assistant Garcia by Friday, October 2, 2020 if you would like to enroll in the conference.</p> <p>Action Item-Superintendent Everett will assign OR as a departmental update in early 2021.</p> <p>Action Item-The Board will review the Department Specific Measures and bring back questions or recommendations to the November 11, 2020 Regular Board Meeting.</p>



Meeting Summary & Evaluation	Superintendent Everett highlighted the action items. Commissioner McMahan shared we could have given more time and more opportunities for the District to give input on the Custodial Care program.	
Adjournment	Secretary Herrin moved and Commissioner McMahan seconded to adjourn the meeting at 6:57 p.m. The motion passed unanimously.	

Respectfully submitted,

Tom Herrin

Tom Herrin (Nov 13, 2020 14:50 PST)

Tom Herrin, Secretary

Nov 13, 2020

Date






093020 Regular Board Meeting Minutes

Final Audit Report

2020-11-13

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