



Board of Commissioners Regular Meeting Minutes
August 27, 2019

PRESENT

Jonathan Blake, Board Chair; Les Dewey, Commissioner; Ricky Knowles, Commissioner; Juliet Pouillon, Commissioner; Paul Pennington, Commissioner (via phone); Robb Kimmes, CEO; Heidi Hedlund, Quality & Risk Manager; Renee Warner, Controller; Dr. Russell Smith, Chief of Medical Staff; Elizabeth Vaivoda, PR/Foundation Director

Guests: Kris Kitz, Interim Clinic Manager

CALL TO ORDER

Board Chair, Jonathan Blake, called the meeting to order at 1802 hours.

OPEN DISCUSSION & PUBLIC PARTICIPATION

No public comment or discussion.

CONSENT AGENDA

Ricky Knowles motioned that the Consent Agenda items be approved as written, including Minutes of the July 23, 2019 Regular Meeting; Accounts Payable Warrants in the amount of \$792,848.87, Payroll Warrants in the amount of \$16,897.44, Payroll Electronic Transactions in the amount of \$687,402.79 and Bad Debt in the amount of \$31,889.16. Paul Pennington seconded. Motion approved unanimously.

MEDICAL STAFF REPORT & CREDENTIALING

Dr. Russell Smith reported that all Medical Executive Committee recommends the approval of the below providers. Discussion regarding the providers took place. Juliet Pouillon motioned that the Medical Staff credentialing items be approved. Les Dewey seconded the motion. Motion approved unanimously. There was a recent Trauma Meeting and Cardiac/Stroke Committee Meeting and the committees were happy to have respiratory therapy hours extended since this will help get EKGs quickly. ER is going to continue working on fast ER times and the inter-facility transfer car by the EMS District would be very helpful. Robb updated all on the EMS transfer situation.

NAME	SPECIALTY	STATUS	APPOINTMENT
Cindy Lin, DPM	Podiatry	Courtesy	Initial Appointment
Liette Witherrite, MD	None Requested	Affiliate	Reappointment
Erica Didier, MD	Outpatient Family Medicine	Courtesy	Reappointment
Mekenzie Kmack, CRNA	Anesthesia	Courtesy	Reappointment
Kelsey Barrick, DPM	Podiatry	Courtesy	Reappointment
Matthew Swanson, MD	Hospitalist	Active	Reappointment

COMMITTEE REPORTS

- **Marketing/Foundation:** Elizabeth reported on the marketing efforts for the ER and clinic, including exploring the option to book online clinic appointments. We will soon have a new billboard going up in Bingen. The community newsletter will be going out in late September. Levy information will be in this newsletter, and a direct mailing with information about the levy proposal will be done in mid-October. The Foundation is doing a final push on the capital campaign. Megan is leaving Westby and Associates which affects the capital campaign. The Skyline Scramble grossed about \$20,000. Bill Whidden is stepping down from the Foundation Board.
- **Performance Improvement:** Heidi presented the performance improvement report including the quality benchmarking graphs and the patient satisfaction scores for the HCAHPS and CGAHPS. Heidi discussed the ED patient return study, the QHI Benchmarking graphs, and the human resources department PI project of monitoring staff turnover.
- **Planning:** Robb reported the Planning Committee discussed the ER renovation project and the latest floorplan design.

ADMINISTRATIVE REPORTS

- **CEO Report:** Robb reviewed his CEO Report and discussed the SWACH goals and the behavioral health service possibilities in our clinic. We are researching the possibility of hiring our own personnel for behavioral health and utilizing SWACH funds to recruit and hire. Nika Kermani from Comprehensive Mental Health is leaving our clinic. Robb met with a staff member from Senator Patty Murray's office today, gave her a tour of our hospital, and discussed CAH's. The Community Health Needs Assessment is being worked on right now and should be completed by the end of the year. He reviewed the remainder of his report.
- **Financial Report:** Renee presented the July 2019 Financial Statements and Statistical Reports, which were previously reviewed by the board Finance Committee. Bottom line for July is a positive \$491,315 and the YTD is positive \$988,593. Paul asked about Lab coverage and Dr. Smith said the Lab is doing a good job. Discussion followed.
- **CNO Report:** Robb reviewed Diane's written CNO Report for August 2019. He reviewed the departmental statistical graphs in the report. He discussed the new physical therapy assistant hire and how it will help the transitional care program.

OLD BUSINESS

- **Operational Assessment Committee Report:** No further report.
- **Strategic Partnership Update:** Providence proposed a Strategic Clinical Alliance Agreement to Skyline, and Robb had our attorney review the agreement. We will be revisiting this potential partnership toward the end of this year.
- **Strategic Plan –** No report.

- **Levy Lid Lift Proposition** – Robb discussed the WA Public Disclosure Law related to election campaigns and handed out the rules regarding public property use and employee participation in campaigns. Factual information is the key when acting in an official capacity. Informational presentations will be provided to local civic groups.

NEW BUSINESS

- **Emergency Department Renovation:** Robb discussed the latest ED design, which is included in the board packet. It adds on approx. 3000 square feet to the south side of the current ED and takes advantage of the Gorge view for the waiting room. The ambulance entrance will remain the same. There will be staff access to the ED from the current front lobby. This takes us from 5 ED rooms to 7 ED rooms. Robb answered questions regarding the floorplan. Robb and our architect will be presenting to a committee the Department of Enterprise Services requesting approval to hire a construction manager and a general contractor, and avoiding the public low bid requirement. Dick Bratton is the construction manager being considered, and he has worked with many other CAH's.
- **Washington Hospital Political Action Committee:** Robb handed out and described the hospital association's political action committee pamphlet.

SIGNATURES: Write offs and Expense Vouchers were signed by the appropriate commissioners.

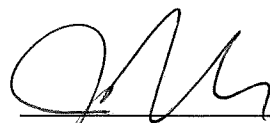
EXECUTIVE SESSION

The open meeting adjourned at 1925 hours. Board Chair, Jonathan Blake called an Executive Session to begin immediately, the meeting is to last until 1940 hours. Purpose of the Executive Session is to consider the performance of a public employee. The Executive Session ended at 1938 hours, and the Board immediately returned to regular session with no action taken.

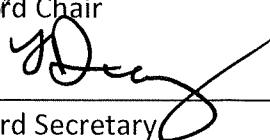
ADJOURN: Board Chair, Jonathan Blake moved to adjourn the meeting at 1940 hours.

Respectfully Submitted,

Renee Warner
Controller



Board Chair



Board Secretary