



Board of Commissioners Regular Meeting Minutes December 17, 2019

PRESENT

Jonathan Blake, Board Chair; Les Dewey, Commissioner; Ricky Knowles, Commissioner; Juliet Pouillon, Commissioner; Robb Kimmes, CEO; Diane Matthews, CNO, Elizabeth Vaivoda, PR/Foundation Director; Brenda Schneider, CFO; Heidi Hedlund; Quality Director; Renee Warner, Controller.

CALL TO ORDER

Board Chair, Jonathan Blake, called the meeting to order at 1800 hours.

OPEN DISCUSSION & PUBLIC PARTICIPATION

No audience in attendance.

CONSENT AGENDA

Les Dewey motioned that the Consent Agenda items be approved as written, including Minutes of the November 26, 2019 Regular Meeting; Accounts Payable Warrants in the amount of \$755,368.24, Payroll Warrants in the amount of \$20,329.58, Payroll Electronic Transactions in the amount of \$694,799.43 and Bad Debt in the amount of \$84,532.97. Ricky Knowles seconded. Motion approved unanimously.

MEDICAL STAFF REPORT & CREDENTIALING

In Dr. Smith's absence, Robb reported that discussion happened at the Medical Staff meeting regarding verbal orders and the correct procedure for sign-off. Skyline recently had a Board of Pharmacy inspection and it was noted that some verbal orders were not being signed off within 48 hours. There were no credentialing/medical staff appointments.

COMMITTEE REPORTS

- **Marketing/Foundation:** Elizabeth reviewed her report. We are moving forward with rebranding of the hospital as well as the monument sign at the bottom of Skyline Drive. The hospital's website address will be changed as well as email addresses. The Foundation granted \$20,000 to WGAP to help fund a domestic violence shelter in Klickitat County.
- **Performance Improvement:** Heidi presented the performance improvement report including the quality benchmarking graphs and the patient satisfaction scores for the HCAHPS and CGAHPS. Heidi reported on the ER return visits graph, and recently the PI committee did an intensive study of the patients that were involved. They identified the top 5 patients. Four of the five were commercially insured or had Medicare. One of the patients was able to utilize some interventions that were provided via our Utilization Review staff regarding elder care issues. The five patients have complicated healthcare

histories and it does not mean that the ED is not giving appropriate care at the patient's first visits. No specific patterns were identified.

Heidi presented the Housekeeping performance improvement project report regarding the cleanliness/housekeeping project with our infection prevention nurse. This department project did not happen because of any healthcare issues but evaluated a good job that was already being done and decided they wanted to get even better. Discussion followed.

- **Planning:** Robb reported that the Planning Committee discussed the ED Renovation, provider recruitment and strategies on how we can grow our commercial insurance. Discussions to revise the strategic plan also happened.

ADMINISTRATIVE REPORTS

- **CEO Report:** Robb reviewed his CEO Report and informed the Board that the Skamania County Community behavioral health provider took a different job so that coverage will not happen as his report described. The SWACH Community - Clinical Linkage Funding is planned to positively impact the Medicaid beneficiaries in our community. The local group of partners first came up with projects to present to SWACH in the form of a letter of intent. We found out Friday that SWACH approved the projects to move forward to the next step of submitting a formal application. A meeting of the local partners happens tomorrow to work further on project goals and formal application: (1) To develop care coordination with community health workers (2) To develop a community health collaborative made up of the local partners. Also, the employee Trauma Informed Practices Training will take place in January and is being funded by SWACH. Discussion of the Levy Proposition ensued. Les thinks the outlying communities need to be in the loop in early for the next levy. Jonathan wants Elizabeth to start the plans soon.

- **Financial Report:** Brenda presented the November 2019 Financial Statements, which were previously reviewed by the board Finance Committee. Bottom line for November is a negative \$81,329.55 and the YTD is positive \$744,053.75. Discussion followed.

- **CNO Report:** Diane presented her nursing services report. Nurse staffing is a priority, she has hired a nurse from PeaceHealth, and a few other positions are being filled. Nursing skill labs are complete for the year. Les asked if admits from the ED had gone up with the new ED doctor group. Robb replied that Dr. Miller is doing a study of transfers from the ED right now.

OLD BUSINESS

- **Emergency Department Renovation:** Robb stated that Howard S. Wright Construction was selected as our general contractor for the project. Meetings with the general contractor are now taking place. The project schedule was discussed and the start date will be kicked out to July. The permitting processing with the state and Dept of L&I, and bidding process will hold up the start.

- **Levy Lid Lift Proposition:** Discussed earlier.

NEW BUSINESS

- **Resolution 538 – CEO Compensation:** Tabled until after executive session.

SIGNATURES: Write offs and expense vouchers were signed by the appropriate commissioners.

EXECUTIVE SESSION

The open meeting adjourned at 1858 hours. Board Chair, Jonathan Blake called an Executive Session to begin immediately, the meeting is to last until 1908 hours. Purpose of the Executive Session is to consider the performance of a public employee. The Executive Session ended at 1908 hours, and the Board immediately returned to regular session.

- **Resolution No. 538 – CEO Compensation** – Jonathan explained the resolution and after discussion, a motion to approve was presented by Les Dewey. Juliet Pouillon seconded. Motion approved unanimously.

ADJOURN: Board Chair, Jonathan Blake moved to adjourn the meeting at 1910 hours.

Respectfully Submitted,
Renee Warner
Controller

Board Chair

Board Secretary