



Board of Commissioners Regular Meeting Minutes November 26, 2019

PRESENT

Jonathan Blake, Board Chair; Les Dewey, Commissioner; Ricky Knowles, Commissioner; Juliet Pouillon, Commissioner; Paul Pennington, Commissioner; Robb Kimmes, CEO; Diane Matthews, CNO, Elizabeth Vaivoda, PR/Foundation Director; Brenda Schneider, CFO

CALL TO ORDER

Board Chair, Jonathan Blake, called the meeting to order at 1803 hours.

OPEN DISCUSSION & PUBLIC PARTICIPATION

Les Dewey, acting as a member of the public, discussed his experience as a patient of the hospital and how highly satisfied and impressed he was with his care and the entire process.

CONSENT AGENDA

Les Dewey motioned that the Consent Agenda items be approved as written, including Minutes of the October 22, 2019 Regular Meeting; Minutes of the November 13, 2019 Special Meeting, Accounts Payable Warrants in the amount of \$487,128.50, Payroll Warrants in the amount of \$13,332.73, Payroll Electronic Transactions in the amount of \$1,009,189.88 and Bad Debt in the amount of \$125,974.73. Paul Pennington seconded. Motion approved unanimously.

MEDICAL STAFF REPORT & CREDENTIALING

In Dr. Smith's absence Robb reported the Medical Executive Committee recommends the approval of privileges to the provider listed below. Discussion regarding the provider took place. Les Dewey motioned that Dr. Jafarian be approved for appointment of medical staff privileges. Juliet Pouillon seconded the motion. Motion approved unanimously.

| NAME | SPECIALTY | STATUS | APPOINTMENT |
|-------------------|-----------|----------|-------------|
| Neda Jafarian, MD | Radiology | Courtesy | New |

COMMITTEE REPORTS

- **Marketing/Foundation:** Elizabeth reviewed her report. Elizabeth discussed recent grants received for the ED Renovation Project: \$250,000 from Murdock and \$50,000 from the Shreiber Foundation. She has also made a request to the Empire Foundation for \$100,000.
- **Performance Improvement:** Diane presented the performance improvement report including the quality benchmarking graphs and the patient satisfaction scores for the HCAHPS and CGAHPS. She reviewed the 3rd quarter ranking of the ED and Inpatient Services compared to all WA Hospitals. She presented the Discharge Planning performance improvement project report regarding the delivery of "An Important

Message from Medicare". She also discussed requirements related to physician verbal orders. Discussion followed.

- **Planning:** Robb reported that the Planning Committee discussed the ED Renovation and the recent Levy Vote, both subjects detailed below.

ADMINISTRATIVE REPORTS

- **CEO Report:** Robb reviewed his CEO Report and a discussion of the SWACH program funding ensued.

- **Financial Report:** Brenda presented the October 2019 Financial Statements, which were previously reviewed by the board Finance Committee. Bottom line for October is a positive \$23,815.19 and the YTD is positive \$825,383.30. We have requested that DZA complete an interim Cost Report through third quarter.

- **CNO Report:** Diane presented her nursing services report.

OLD BUSINESS

- **Emergency Department Renovation:** Robb stated that five of the six contractors that attended our onsite contractor meeting submitted Request for Qualifications (RFQ). A subcommittee consisting of our architect, project manager, CEO, CFO, and a member of the engineering staff, using a sophisticated rating system, ranked the RFQ's and chose three contractors to be interviewed. Board Member Juliet Poullion also attended the interviews, as Ricky Knowles was unavailable. After the interviews, all three contractors were asked to submit fee proposals. The scoring system that ranked qualifications continued through the interview and fee proposal process. Robb announced that the highest score was held by Howard S. Wright Construction. Juliet Poullion made a motion to select Howard S. Wright Construction as the General Contractor for our ED Renovation Project, with a fee of \$1,046,726. Ricky Knowles seconded. Motion approved unanimously.

- **Strategic Plan:** Robb provided updates for each item on the Strategic Plan.

- **Levy Lid Lift Proposition:** The Levy Lid Lift Proposition failed by 179 votes. The Board discussed the option of going back to the voters in April or August 2020. Further discussion will be held at the December Board Meeting.

NEW BUSINESS

- **General Contractor Selection:** See Emergency Department Renovation above.

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

EXECUTIVE SESSION: There was no Executive Session called.

ADJOURN: Board Chair, Jonathan Blake moved to adjourn the meeting at 1932 hours.

Respectfully Submitted,
Brenda Schneider
CFO

Board Chair

Board Secretary