



Board of Commissioners Regular Meeting Minutes October 22, 2019

PRESENT

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

Guests: Bill Hollander; Dr. LaBerge

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

Les Dewey motioned that the Consent Agenda items be approved as written, including Minutes of the September 24, 2019 Regular Meeting; Accounts Payable Warrants in the amount of \$704,763.34, Payroll Warrants in the amount of \$14,665.19, Payroll Electronic Transactions in the amount of \$666,042.67 and Bad Debt in the amount of \$116,387.31. Paul Pennington seconded. Motion approved unanimously.

MEDICAL STAFF REPORT & CREDENTIALING

Dr. Russell Smith reported the Medical Executive Committee recommends the approval of privileges to the providers listed below. Discussion regarding the providers took place. Juliet Pouillon motioned that the listed providers be approved for appointment of medical staff privileges. Les Dewey seconded the motion. Motion approved unanimously. Dr. Smith also reported that he agreed to help in the Family Clinic occasionally.

NAME	SPECIALTY	STATUS	APPOINTMENT
Wyatt Rivas, MD	Emergency	Active	New
Russell Smith, MD	Family Medicine	Active	Add on privileges

COMMITTEE REPORTS

- **Marketing/Foundation:** Elizabeth reported on the levy communications being presented to the community. The BNSF grant request was awarded \$15,000 for the capital campaign. Cultivate Columbia will be honoring Chuck and Camille Henman. The newsletter resulted in three donations to the Skyline Foundation.

- **Performance Improvement:** Heidi 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 Radiology, Cardio Pulmonary, Laboratory, Same Day Surgery and PT compared to all WA Hospitals. She also presented the AR Days performance improvement project report. Heidi may change the Board Performance Improvement report, but still ensure the governing Board is properly informed on Quality at the hospital. Discussion followed.
- **Planning:** Robb reported that the Planning Committee discussed the ER Project Renovation as detailed in ED Renovation report below.

ADMINISTRATIVE REPORTS

- **CEO Report:** Robb reviewed his CEO Report and stated we will be interviewing three candidates for the behavioral health provider position. Robb discussed the Safety Update with the Board on the ductwork and fire dampers.
- **Financial Report:** Brenda presented the September 2019 Financial Statements and Statistical Reports, which were previously reviewed by the board Finance Committee. Bottom line for September is a negative \$251,152 and the YTD is positive \$801,568. The Finance Committee reviewed the 2020 budget today and the Board Hearing will be 11/13/19 at 8:00 a.m. Brenda reviewed the statistical graphs which shows monthly and annual departmental patient volumes.
- **CNO Report:** No further report.

OLD BUSINESS

- **Emergency Department Renovation:** Robb announced that Skyline received approval from WA State to hire a General Contractor on the ER Project. This will allow a negotiation of the maximum approved price. Skyline had an onsite contractor meeting and a project walk-through. Six contractors showed up for this meeting. Tomorrow, responses to a Request for Qualifications (RFQ) are due from these contractors and there is a scoring system to grade the responses. Skyline will then narrow it down to 2—3 contractors who will be invited to an interview and then possibly submit a fee proposal. A general contractor will be selected by Thanksgiving to have them involved in the final design of the project. Jonathan Blake nominated Ricky Knowles to sit in on the interview process of the contractors.
- **Strategic Partnership Update:** A meeting with Providence is scheduled for December 20th to continue our discussions of possible partnerships in clinical services.
- **Strategic Plan –** No report.
- **Levy Lid Lift Proposition –** Robb stated the ballots are out and the community education about the levy continues.

NEW BUSINESS

- **Small Works Roster Report** – Skyline is required to report to the board all of the small works projects that are done. Projects between \$75,000 and \$300,000 have to be from the small works roster. Skyline did not have any work in the roster category during the previous 12 months.
- **Resolution No. 537 – Equipment Surplus** – Robb explained the equipment surplus resolution and after discussion, a motion to approve was presented by Juliet Pouillon. Les Dewey seconded. Motion approved unanimously.

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

EXECUTIVE SESSION

The open meeting adjourned at 1853 hours. Board Chair, Jonathan Blake called an Executive Session to begin immediately, the meeting is to last until 1868 hours. Purpose of the Executive Session is to consider the performance of a public employee. The Executive Session ended at 1868 hours, and the Board immediately returned to regular session with no action taken.

ADJOURN: Board Chair, Jonathan Blake moved to adjourn the meeting at 1869 hours.

Respectfully Submitted,
Renee Warner
Controller

Board Chair

Board Secretary