



**KITTITAS COUNTY PUBLIC HOSPITAL DISTRICT No. 1**  
**BOARD OF COMMISSIONERS' SPECIAL MEETING**  
**KVH Conference Room A & B**  
**January 4, 2018**

BOARD MEMBERS PRESENT: Matt Altman, Liahna Armstrong, Bob Davis, Erica Libenow

KVH STAFF PRESENT: Julie Petersen, Libby Allgood, Carrie Barr, Mandee Olsen, Carrie Youngblood, Rhonda Holden, Vicky Machorro, Michele Wurl

MEDICAL STAFF PRESENT: Dr. Timothy O'Brien, Dr. Don Solberg

1. At 5:00 p.m., President Liahna Armstrong called the special meeting to order.

2. **Approval of Agenda:**

**ACTION:** On motion of Matt Altman and second of Erica Libenow, the Board members unanimously approved the agenda.

3. **Consent Agenda:**

**ACTION:** On motion of Matt Altman and second of Erica Libenow, the Board members unanimously approved the Consent Agenda.

4. **Public Comment/Announcements:**

None.

5. **Presentations:**

Cassie Sauer, President/CEO of WSHA, gave a PowerPoint presentation regarding the services provided to hospitals in Washington State by the Washington State Hospital Association (WSHA) noting that 100% of the hospitals in Washington State are members of WSHA. She thanked KVH Board members and administrators for their active participation in WSHA events especially their active advocating for rural healthcare needs with the legislators. She said that KVH is viewed as a leading rural hospital throughout the state. She said that WSHA provided benefits in 2017 to Washington state hospitals in the areas of increased patient access, improved patient care, financial support, and continued improvement of the state's entire health care system.

6. **Reports and Dashboards:**

The Board members reviewed the QI dashboards and summary. Mandee Olsen reported that currently 96% of KVH employees have received the flu immunization.

The Board members reviewed the CEO report with Julie Petersen. Julie Petersen reported that Central Washington University has asked KVH to assist with operations at the CWU Student Health Center She stated that the Radio Hill plans are being reviewed and she will bring Phase I to the January Board meeting for Board approval. Joe Westlake, interim Director of Rehab Visions, reported that operations are going well and they are interviewing for speech therapists and physical therapy assistants. Julie reported that she has met with occupants of the KVH MAC building that included

Orthopedics Northwest and River Canyon Physical Therapy. Jack Schwartz gave an updated on the Cerner project stating that the project is on target.

The Medical Executive Committee recommendations for appointment and reappointment of providers were referred to executive session.

The Board members reviewed the Chief Medical Officer report. Dr. Solberg added that the Wound Care Program's opening will be delayed from July to mid-August 2018.

Libby Allgood reported financials for November noting that overall November resulted in an operating income of \$194,833. Jason Adler gave a PowerPoint presentation outlining the 2018 budget.

**ACTION:** On motion of Bob Davis and second of Matt Altman, the Board members unanimously approved the 2018 budget.

**ACTION:** On motion of Bob Davis and second of Erica Libenow, the Board members unanimously approved Resolution No. 18-01 authorizing reimbursement of capital expenditures from proceeds of future borrowing.

The Board members reviewed the operations report with Vicky Machorro, Carrie Barr and Rhonda Holden. Vicky added that she has been working with the nurses through WSNA to accommodate timely Source One/Cerner training for nursing staff. Bob Davis said it was great to have five KVH staff members graduate from nursing school. Rhonda Holden reported that plans for a KVH pharmacy in Cle Elum haven been put on hold. Carrie Barr reported that she and Rhonda Holden submitted a federal HRSA grant regarding mental health and substance abuse.

7. **Education and Board Reports:**

None.

8. **Old Business:**

a. **Board Retreat:**

The Board members agreed to schedule a Board Retreat on March 3, 2018, from 9:00 a.m. until 5:00 p.m. at the Yakima River Lodge. The senior leadership team will be joining the Board during the afternoon portion of the retreat to discuss the KVH Business Plan.

b. **Update for Hospital No. 2 Operations Agreement:**

**ACTION:** On motion of Matt Altman and second of Bob Davis, the Board members unanimously approved the Amendment to the Operations Agreement between Public Hospital Districts No. 1 and 2. The agreement provides urgent care services and will expand to include therapy services in Cle Elum.

9. **New Business:**

a. **Acceptance of Resignation of Board of Commissioner, Rich Elliott:**

**ACTION:** On motion of Matt Altman and second of Bob Davis, the Board members unanimously accepted the resignation of Public Hospital District No. 1 Board of Commissioner Rich Elliott.

b. **Process for Appointment of New Board of Commissioner:**

The Board members reviewed the process for appointment of a new Board member for Position No. 4. It was agreed that the deadline for receiving applications for the position would be January 19, 2018. Screening of applications will take place the week of January 22 with interviews being conducted during the latter week of January 22 or the week of February 12.

10. **Articles and Communication:**

The Board members reviewed the various clippings and correspondence items. At 7:25 p.m., President Armstrong announced that there would be a 10 minute recess followed by a 90 minute executive session regarding personnel, real estate and health care providers' privileging. RCW 42.30.110(b)(g); RCW 70.44.061(1) She stated that Board action will follow the executive session.

At 8:54 p.m., the meeting was reconvened into open session.

**ACTION:** On motion of Erica Libenow and second of Matt Altman, the Board members unanimously approved the reappointments for Randy McGee, CRNA, Drs. Jamin Feng, Shawn Summers, Daniel Baker, Alfred Hand, and Norman Wood and the initial appointments for Drs. Robert Yapundich, Aws Alawi, Annemarie Buadu, Hannah Bas, and Robert Meyer and Sarah Heniges, PA-C, and Julia Riel, PA-C, as recommended by the Medical Executive Committee.

With no further action and business, the meeting was adjourned at 8:55 p.m.

**CONCLUSIONS:**

1. Motion passed to approve the Board agenda.
2. Motion passed to approve the Consent Agenda.
3. Motion passed to approve the 2018 budget.
4. Motion passed to approve Resolution No. 18-01 authorizing reimbursement of capital expenditures from proceeds of future borrowing.
5. Motion passed to approve the Amendment to the Operations Agreement between Public Hospital Districts No. 1 and 2. The agreement provides urgent care services and will expand to include therapy services in Cle Elum.
6. Motion passed to approve the resignation of Public Hospital District No. 1 Board of Commissioner Rich Elliott.

7. Motion passed to approve the initial appointments and reappointments as recommended by the Medical Executive Committee.

Respectfully submitted,

Franki Storlie/Bob Davis  
Executive Coordinator/Secretary, Board of Commissioners