



KITTITAS COUNTY PUBLIC HOSPITAL DISTRICT No. 1
BOARD OF COMMISSIONERS' REGULAR MEETING
KVH Conference Room A & B
September 27, 2018

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

KVH STAFF PRESENT: Julie Petersen, Libby Allgood, Mandee Olsen, Rhonda Holden, Carrie Youngblood, Carrie Barr, Stacy Olea, Vicky Machorro, Amy Krogstadt, David Swory, Julie Hiersche, Brandee Coates, Lisa Potter, Laura Cresto, Rose Vick

MEDICAL STAFF PRESENT: Dr. Timothy O'Brien

1. At 5:00 p.m., President Matt Altman called the regular meeting to order.

2. **Approval of Agenda:**

ACTION: On motion of Roy Savoian and second of Liahna Armstrong, the Board members unanimously approved the agenda.

3. **Consent Agenda:**

ACTION: On motion of Erica Libenow and second of Roy Savoian, the Board members unanimously approved the Consent Agenda.

4. **Presentations:**

Bill Mannewitz of Rehab Visions gave a presentation on space planning. Mannewitz discussed referral tracking, new staffing, and room for growth in Occupational Therapy Services. Mannewitz said that Cerner has made it easier to get the information they need from one source for all the KVH clinics.

Mandee Olsen presented Safe Catch Awards for the second quarter of 2018 as follows: Clinical Award was presented to Rose Vick, Home Health Aide, Home Health & Hospice; Non-Clinical Award was presented to Laura Cresto, Patient Service Rep, KVH-Family Medicine Cle Elum.

David Swory, Kittitas Valley Healthcare Central Services, Surgical Technician showed a video of the Central Sterile process. Swory noted the importance of timing and following each step for each process. Amy Krogstadt stated that the team is very adept on that the work they do touches the patient. She commended Swory on the team's reduction in the use of flash sterilization.

5. **Public Comment/Announcements:**

None.

6. **Reports and Dashboards:**

The Board members reviewed the QI dashboards and summary. Mandee Olsen noted that the Greater Columbia Accountable Community of Health (GCACH) Practice Transformation Kick-Off Celebration is happening at this time and they offer strategic planning, project direction, and technical assistance for implementing chronic disease management programs in primary, specialty, and ancillary

care settings. Olsen stated KVH will receive \$440,000 to help put systems into place for a sustainable program.

The Board members reviewed the CEO report with Julie Petersen. During the week of the October Board meeting, she would like to schedule a special meeting Board meeting at the MAC with the design team, physicians, and the Board. Petersen also noted that on October 22 there will be an all-day open house at Radio Hill for KVH staff and the Board. Petersen stated that the MAC is through pre-design on the third floor and KDA has been selected to renovate the space. She requested authorization from the Board to enter into a contract.

ACTION: On motion of Roy Savoian and second of Erica Libenow, the Board members unanimously granted authority to Julie Petersen, CEO, to enter into a contract not to exceed \$350,000 for architecture and engineering for the third floor of the MAC and administrative space on the first and second floors.

ACTION: On motion of Erica Libenow and second of Liahna Armstrong, the Board members unanimously granted authority to Julie Petersen, CEO, to enter into a contract not to exceed \$150,000 for architecture and engineering on the first and second floors of the MAC for clinical spaces.

Chief of Staff, Dr. Timothy O'Brien presented the MEC's recommendations for reappointment to the Board.

ACTION: On motion of Bob Davis and second of Erica Libenow, the Board members unanimously approved the reappointments for Dr. Larry Birger, Dr. Frank Smith, Kenneth Gano, CRNA, Dr. Sheldon Jensen, Dr. Troy Belle, Robert Merkel, PA-C, Auren O'Connell, ARNP.

The Board members reviewed the Chief Medical Officer report.

Libby Allgood reported on financial performance for August. She stated that August deductions from revenue were above budget. They are continuing to work on billing and coding issues with Cerner, payer mix has changed, and reimbursements rates are lower. Libby Allgood stated they will discuss ways to further reduce expenses at the Department Director's meeting on Monday. A higher-level budget will be brought to the next Board meeting. Liahna Armstrong reported on the Finance Committee met, and she presented the request for the cardiac monitoring system and stated it will integrate so that all of KVH can use the same system.

ACTION: On motion of Liahna Armstrong and second of Roy Savoian, the Board members unanimously approved the capital expenditure request for the Phillips Patient Monitoring System.

The Board members reviewed the operations report with Rhonda Holden, Carrie Barr, and Vicky Machorro.

The Board members reviewed the Community Relations report.

7. Education and Board Reports:

None

8. Old Business:

None

9. New Business:

President Altman presented the draft CEO evaluation forms and explained the evaluation process. The Board and SLT evaluation forms were approved by consensus. Evaluations will be solicited during the next two weeks. Altman and Davis will meet with selected members of the SLT and summarize the results. The Board will have a special meeting to discuss the CEO evaluation and compensation.

10. Executive Session:

At 7:25 p.m., President Altman announced that there would be a 10-minute recess followed by a 30-minute executive session regarding personnel and real estate. RCW 42.30.110(b)(g). No action was anticipated.

At 8:10 p.m., the meeting was reconvened into open session.

11. Adjournment:

With no further action and business, the meeting was adjourned at 8:20 p.m.

CONCLUSIONS:

1. Motion passed to approve the Board agenda.
2. Motion passed to approve the Consent Agenda.
3. Motion passed granting Julie Petersen authority to enter into a contract not to exceed \$350,000 for architecture and engineering for the third floor of the MAC and administrative space on the first and second floors.
4. Motion passed granting Julie Petersen authority to enter into a contract not to exceed \$150,000 for architecture and engineering on the first and second floors of the MAC for clinical spaces.
5. Motion passed to approve the reappointments as recommended by the Medical Executive Committee.
6. Motion passed to approve the capital expenditure request for the purchase of Phillips Patient Monitoring System.

Respectfully submitted,

Mandy Weed/Erica Libenow
Executive Assistant/Secretary, Board of Commissioners