



KITTITAS COUNTY PUBLIC HOSPITAL DISTRICT No. 1
BOARD OF COMMISSIONERS' REGULAR MEETING
KVH Conference Room A & B
January 24, 2019

BOARD MEMBERS PRESENT: Matt Altman, Bob Davis, Erica Libenow, Roy Savoian; Liahna Armstrong is present by phone

KVH STAFF PRESENT: Julie Petersen, Libby Allgood, Scott Olander, Mandee Olsen, Carrie Youngblood, Carrie Barr, Michele Wurl, Vicky Machorro, Lisa Potter, Jason Adler

MEDICAL STAFF PRESENT: Dr. Timothy O'Brien

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

President Altman stated that we lost Dr. Frank Smith, a beloved member of our community and KVH family, and he invited everyone to Gard Vintners on Thursday, January 31st from 4:00 p.m. to 8:00 p.m. to remember Dr. Smith.

2. **Approval of Agenda:**

ACTION: On motion of Erica Libenow and second of Roy Savoian, 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:**

Scott Olander, Chief Financial Officer, went over the areas of focus, the key volumes, and revenue assumptions for the 2019 budget. Olander showed the growth of FTE's and stated that they were mainly in the clinics, which has helped to increase access. Olander also noted that year over year the losses within the clinics were down.

5. **Public Comment/Announcements:**

None

6. **Reports and Dashboards:**

The Board members reviewed the QI dashboards and summary with Mandee Olsen.

The Board members reviewed the CEO report with Julie Petersen. Petersen stated that the new signs went up outside at the MAC this week.

The administration team members presented the Fourth-Quarter Business Plan, a quarterly progress report on the strategic plan.

Chief of Staff Dr. Timothy O'Brien presented the MEC's recommendations for initial appointments and reappointments to the Board.

ACTION: On motion of Bob Davis and second of Liahna Armstrong, the Board members unanimously approved the initial appointments for Dr. Douglas Dixon, Dr. Laura Hotchkiss and reappointments for Dr. Aws Alawi, Dr. Robert Yapundich, Dr. Hannah Bae, Dr. Annemarie Buadu, Dr. William Phillips, Dr. Bruce Herman, Sarah Heniges, PA-C, Julia Riel, PA-C, Emilie Torretta, CNM and Dr. Richard Vaughan as recommended by the Medical Executive Committee.

The Board members reviewed the Chief Medical Officer report.

Scott Olander reported on financial performance for December. Olander stated that December came in \$950,000.00 under revenue because patient volumes were down. However, the 340B had a positive variance for the month. Olander also reported that the clinics lost \$2.4 million in 2018, which was a \$1 million improvement from the prior year. Roy Savoian reported that the Finance Committee met, and he presented the surplus property resolution.

ACTION: On motion of Roy Savoian and second of Liahna Armstrong, the Board members unanimously approved Resolution No. 19-03, authorizing surplus of personal property.

The Board members reviewed the Board's departmental budget. President Altman stated it is good to look at this budget in the interest of transparency. Going forward, the Board will review their own budget and actual expenses on a quarterly basis. The Board discussed possible retreat dates and topics for this year. President Altman proposed that the Commissioners limit access to District travel and education funding to Commissioners who anticipate serving into the next calendar year. A Commissioner who does not anticipate serving into the next calendar year either because they choose not to run in the current election cycle or in anticipation of a voluntary resignation would have access to District travel and education funding only through the first six months of the current calendar year – that is, through the annual WSHA conference in June.

ACTION: On motion of Roy Savoian and second of Bob Davis, the Board members approved President Altman's proposed policy limiting Commissioner access to District travel and education funds as described above. The motion passed 4-1.

ACTION: On motion of Roy Savoian and second of Bob Davis, the Board members unanimously approved the 2019 operating budget as presented by CFO Scott Olander.

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

The Board members reviewed the Community Relations report with Michele Wurl.

7. Education and Board Reports:

The Board members reviewed the AHA Annual Membership Meeting for April 7th-10th in Washington, D.C.

8. Old Business:

None

9. New Business:

ACTION: On motion of Erica Libenow and second of Roy Savoian, the Board members unanimously approved Resolution No. 19-01 Terminating the PHD Interlocal Agreement & Implementing the new WRHC Interlocal Agreement.

ACTION: On motion of Erica Libenow and second of Liahna Armstrong, the Board members unanimously approved Resolution No. 19-02 Designating Dale Scott Olander as Treasurer of Kittitas County Public Hospital District No. 1.

President Altman stated this was a chance to talk about what they like or what they may want to adjust within the three-year strategic plan that was adopted in the fourth quarter of 2017. Julie Petersen stated she believes we are moving in the right direction as the changes to access have made a difference in the community. The Board further discussed the Core Values and did not propose any changes. The Board confirmed their commitment to the four strategies of Access, Collaboration, Community Engagement, and Financial Sustainability. The Board approved minor changes to the associated business plan deliverables and milestones, as recommended by members of the senior leadership team.

10. Executive Session:

At 7:40 p.m., President Altman announced that there would be a 10-minute recess followed by a 20-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 8:10 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 initial appointments and reappointments as recommended by the Medical Executive Committee.
4. Motion passed to approve Resolution 19-03 authorizing surplus of personal property.
5. Motion passed creating a Board policy regarding Board Travel and Education.
6. Motion passed approving 2019 operating budget as presented.
7. Motion passed approving Resolution 19-01 terminating the PHD Interlocal Agreement & Implementing the new WRHC Interlocal Agreement.
8. Motion passed approving Resolution 19-02 designating Dale Scott Olander as Treasurer of Kittitas County Public Hospital District No 1.

Respectfully submitted,

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