

Kittitas Valley Healthcare
Board of Commissioners
July 28, 2016
KVH Conference Rooms A/B

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

KVH STAFF PRESENT: Julie Petersen, Libby Allgood, Randi Christensen, Rhonda Holden, Mande Olsen, Amy Diaz

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

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

2. **Approval of Agenda:**

ACTION: On motion of Pam Wilson and second of Matt Altman, the Board members unanimously approved the agenda.

3. **Consent Agenda:**

ACTION: On motion of Pam Wilson and second of Matt Altman, the Board members unanimously approved the Consent Agenda.

4. **Quality:**

Mande Olsen gave an update on the 3P process for the new clinic building project. She reported that the cardboard mock-up of the clinic was completed and located in a barn on Tjossem Road and tours were scheduled for all KVH staff, providers and the community. Liahna asked if the cardboard templates could be used if the clinic building was constructed in a differed location than originally planned. Mande responded that they could be used in another setting and location.

The Board members reviewed the QI Council summary and dashboards.

Rhonda Holden thanked the Emergency Department staff and providers for all of their efforts with patient care from recent multiple trauma vehicle accidents. She also expressed appreciation for other patient services such as the Laboratory Services, Imaging Services, and Respiratory Therapy Services.

5. **Public Comment/Announcements:**

Dr. John Sand thanked the Board members for their selection of Julie Petersen as interim CEO stating that morale among staff in the hospital and clinics has improved greatly since she has been hired. He also stated that patients and community members have expressed concern regarding the location of the proposed new clinic building and asked the Board to consider other locations for the building project that would be less disruptive to the neighborhood.

Pam Wilson officially resigned her position as a Board of Commissioner of Public Hospital District No. 1 stating that it was a difficult decision, but one she needed to make due to her busy career and family obligations.

6. **Emerging Healthcare Topic:**

Kyle West, Residency Coordinator of the Central Washington Family Medicine Residency Program, gave a brief overview of the family medicine residency program noting that Kittitas Valley Healthcare is one of the primary residency sites for the students prior to graduating. Dr. John Asriel, Residency Director, stated that the program is very successful and many of the students who have graduated from the residency program return to practice locally. Dr. Mike Maples, CEO of Community Health of Central Washington, stated that the program is celebrating nine years of success. Dr. Annaliese Stone, current residency student at KVH, reported that 52% of graduating students set up their practice within a 100 miles radius of where they were trained. She reported that residency students offer after hour clinics and work in the free community clinic on Saturdays.

7. **Chief Executive Officer's Report:**

Julie Petersen reported that she attended a Board meeting at Parkland Condominiums and met the residents of Parkland regarding the new clinic building project. She stated that the meeting went very well. She reported that she met with Kibble and Prentice staff to learn about the KVH employee benefit plans. She met with the shop stewards of the WSHA and Teamster Unions. She distributed a revised KVH Organizational Chart to the Board members. She reported that Jennifer Haury, Lean Consultant, transitioned out of her position at the hospital. She reported that since Mandee Olsen and Carrie Barr are the Lean experts for the hospital, Hope Wiljanen, Lean Consultant, will be assisting them on an as needed basis only.

Julie stated that she held four employee forums with over 100 employees attending the sessions. Topics covered were finances, electronic healthcare record system, Lean program, and the new clinic building project. She said that she received excellent feedback and suggestions for improvement of healthcare operations in the areas of patient access, security for the Emergency Department and hospital as a whole, staff development and staff fitness.

She reported that Dr. Byron Haney is recruiting a new family practice physician who was given a tour of the hospital. She reported that the results of a second employee survey will be coming out soon. Julie reported that she is the temporary superintendent of Hospital District No. 2 and will be assisting with the ratification of negotiations for the IAFF fire fighters.

Liahna Armstrong thanked Julie for all of these efforts especially reaching out to staff through the employee forums.

Matt Altman and Erica Libenow reported that the KVH Foundation's Pint Night was successful and donated funds from the event will help purchase digital mammography for the hospital.

Julie reported that Rural Advocacy Days are in September in Washington, D.C. noting that this may not be the best year to attend due to upcoming elections. She did state, however, that the American Hospital Association's conference in April could be a good event to attend after the elections are completed. It was agreed that Franki Storlie will schedule a special Board meeting in late August regarding the new clinic project building.

The Board members reviewed the Human Resources Dashboard with Julie noting that all staff evaluations are to be completed by the end of August.

8. **Chief of Staff Report:**

This item was moved to executive session.

9. **Financials:**

Libby Allgood presented a short financial summary for the month of June noting that operations for the month resulted in an operating gain. The overall operating margin for the year is 2.3%.

ACTION: On motion of Pam Wilson and second of Bob Davis, the Board unanimously approved the capital expenditure request for the purchase of the Humidity Control/HVAC for the Family Birthing Department.

Libby Allgood reported that she was working with Piper Jaffray regarding financing for the new clinic building and an electronic healthcare record system. She also will be discussing the possibility of an aggressive leasing of equipment versus purchasing equipment for the hospital. Libby also reported that staff will be reducing the selection of vendors for a new electronic healthcare record system from four to two vendors and will conduct reference checks.

10. **Education:**

Liahna Armstrong, Erica Libenow and Matt Altman reported that overall the WSHA rural conference they recently attended in Chelan was very good noting that the focus was on fitness and health programs sponsored by hospitals for communities. Bob Davis noted that a recent “Nick in Time” screening conducted locally for high school students, with KVH donating gowns, was very well received.

11. **Public Policy:**

None.

12. **Old Business:**

a. **Board Meeting Evaluation Summary:**

The Board members discussed revising the Board meeting evaluation form. Liahna Armstrong will revise and shorten the length of the evaluation form. Board members will use the revised Board evaluation on a trial basis.

b. **Clinic Report:**

The Board members reviewed the clinic report. Randi Christensen gave a PowerPoint presentation regarding patient access for the hospital clinics showing number of patient visits per physician. Information was presented showing what could be optimal patient visits for each clinic. Julie Petersen stated that a strategic plan for medical staffing will be developed along with plans to create more access for patients to the clinics.

c. Videotaping of Board Meetings:

Julie Petersen reported that the videotaping equipment cannot be returned to the vendor and that videotaping of Board meetings will continue with the August Board meeting.

13. **New Business:**

a. Resolution Nos. 16-09, 16-10 and 16-11 - KVH Pension Plans:

ACTION: On motion of Matt Altman and second of Erica Libenow, the Board members unanimously approved Resolution Nos. 16-09, 16-10, and 16-11 authorizing Individuals to Act on Behalf of KVH Physician Pension Plan, KVH Deferred Compensation Savings Plan and KVH Healthcare Employees' Pension Plan.

b. Teamsters Local 760 Contract Approval:

ACTION: On motion of Bob Davis and second of Erica Libenow, the Board members unanimously approved the Teamsters Local 760 Contract.

c. Appointment of New Board Member:

Liahna Armstrong asked that a special Board meeting is scheduled in order for the Board to start the process for the appointment of a new Board member.

14. **Clippings, Articles, Correspondence and Board Meeting Evaluation Form:**

The Board members reviewed the various clippings and correspondence items.

President Armstrong recessed the meeting at 7:10 p.m. for ten minutes. At 7:20 p.m., she announced that the meeting would be recessed into executive session for 60 minutes to discuss personnel and provider credentialing. RCW 42.30.110(g); RCW 42.30.140(4)(a); RCW 70.44.062(1)

At 8:07 p.m., the meeting was reconvened into open session.

ACTION: On motion of Erica Libenow and second of Pam Wilson, the Board members unanimously approved the initial appointments for Drs. Carolyn Aks, Ronald Lepke, Greg Galdino, Deborah Nautsch, Mohammed Muraywid, Gregory Engel, Kenneth Lindsey, and Anita Schlitz, ARNP, and for the reappointments for Drs. Thomas Penoyar, John Asriel, David Belfie, and Mark Siks, DDS, as recommended by the Medical Executive Committee.

ACTION: On motion of Matt Altman and second of Bob Davis, the Board members unanimously approved the Separation and Release Agreement between Paul Nurick and Kittitas County Public Hospital District No. 1.

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 capital expenditure request for the purchase of the Humidity Control/HVAC for the Family Birthing Department.
4. Motion passed to approve Resolution Nos. 16-09, 16-10, and 16-11 authorizing Individuals to Act on Behalf of KVH Physician Pension Plan, KVH Deferred Compensation Savings Plan and KVH Healthcare Employees' Pension Plan.
5. Motion passed to approve the Teamsters Local 760 Contract.
6. Motion passed to approve the initial appointments and reappointments for medical staff as cited above and recommended by the Medical Executive Committee.
7. Motion passed to approve the Separation and Release Agreement between Paul Nurick and Kittitas County Public Hospital District No. 1.

Respectfully submitted,

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