



KITTITAS COUNTY PUBLIC HOSPITAL DISTRICT No. 1
BOARD OF COMMISSIONERS' REGULAR MEETING
KVH Conference Room A & B
November 30, 2017

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

KVH STAFF PRESENT: Julie Petersen, Libby Allgood, Carrie Barr, Mandee Olsen, Amy Diaz, 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 regular meeting to order. Board member Bob Davis was present by telephone. The Oath of Office was given to Rich Elliott, newly elected Board of Commissioner.

2. **Approval of Agenda:**

President Armstrong requested that a new item be added under New Business on the agenda regarding the CEO Evaluation. **ACTION:** On motion of Erica Libenow and second of Rich Elliott, the Board members unanimously approved the agenda as revised.

3. **Consent Agenda:**

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

4. **Public Comment/Announcements:**

None.

5. **Presentations:**

Mandee Olsen gave a PowerPoint presentation regarding the KVH Business Plan process stating that the final plan will be presented to the Board for its approval at the January 25, 2018, Board meeting. The Board members were presented information regarding the business plan in the areas of access, financial sustainability, partnerships and collaboration, and community engagement.

6. **Reports and Dashboards:**

The Board members reviewed the QI dashboards and summary. Mandee Olsen reported that currently 94% of KVH employees have received the flu immunization.

The Board members reviewed the CEO report with Julie Petersen. Julie introduced Joe Westlake, Interim Director for the Rehab Vision Physical Therapy Department. Jack Schwartz updated the Board members regarding the progress of implementation of the Cerner/One Source system. He noted that a new Cerner Project Director, Cody Beavers, was recently hired. Julie Petersen presented the results of the recent employee survey noting that overall the rating and comments were improved as compared to the last two surveys. Board members commented that they were encouraged by the improved ratings by employees and stated that the employee comments are always helpful. President Armstrong noted

that the employees were overall pleased that the Lean program has been softened in scope. Julie presented the 2018-2020 Strategic Plan that includes the new Mission and Vision statements as well as new Core Values. She presented information on the KVH Business plan that will implement the strategic plan over the next 36 months once it is approved by the Board of Commissioners. Julie reported that the Cle Elum Urgent Care clinic was in the process of moving to its new location in Cle Elum and will be in operation in early January. The new KVH Pharmacy will be located in the Family Medicine-Cle Elum clinic lobby and will be open six days a week. Julie shared the Hospital District No. 2 Strategic Goals with the Board members. Julie reported that the recent meeting held with behavioral health providers in the community went very well and future collaboration is planned.

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 noted that four new providers are in the process of being recruited and that Central Washington University has asked KVH for possible support services in its student health care clinic. He presented more information regarding the implementation of the KVH Wound Care program.

ACTION: On motion of Matt Altman and second of Erica Libenow, the Board members unanimously approved the KVH Wound Care Program.

Julie Petersen reported financials for October noting that there was a slight loss in income for the month but year-to-date expenses are down due to excellent management by staff.

ACTION: On motion of Erica Libenow and second of Matt Altman, the Board members unanimously gave the CEO authority to operate the budget for 2018 until final approval of the 2018 budget by the Board of Commissioners.

ACTION: On motion of Matt Altman and second of Erica Libenow, the Board members unanimously approved Resolution No. 17-19 regarding surplus property.

ACTION: On motion of Erica Libenow and second of Matt Altman, the Board members unanimously approved the three capital expenditure requests for the purchase of laboratory biofire molecular testing in the amount of \$49,215, internal medicine waiting area furniture in the amount of \$20,006, and Lidco non-invasive hemodynamic monitoring system in the amount of \$55,282.

The Board members reviewed the operations report with Vicky Machorro, Rhonda Holden and Carrie Barr noting that the new digital mammography has been well received by patients.

7. **Education and Board Reports:**

None.

8. **Old Business:**

a. **Approval of Board Officers for 2018:**

ACTION: On motion of Erica Libenow and second of Matt Altman, the Board members unanimously approved the slate of Board officers for 2018 as follows: President, Matt Altman, Vice-President, Bob Davis, and Secretary, Erica Libenow.

Matt Altman and the Board members expressed appreciation to Liahna Armstrong for her service as Board President over the past two years and presented her with a mantle clock.

b. Board Retreat:

The Board members agreed to schedule a Board Retreat on March 3, 2018, from 9:00 a.m. until 2:00 p.m. at the Yakima River Lodge. Julie Petersen stated that the Board members will be reviewing the KVH Business Plan at the retreat.

9. New Business:

a. 2018 Board Committees:

President Armstrong reviewed the 2018 Board committee assignments for 2018 with the Board members indicating which committees they prefer to serve on for next year.

b. 2018 Board Calendar

The Board members reviewed the 2018 Board Calendar and the list of future events and Board meeting presentations.

c. Approval of KVH Compliance Program:

ACTION: On motion of Matt Altman and second of Erica Libenow, the Board members unanimously approved the KVH Compliance Program for 2018.

d. Approval of KVH Code of Conduct:

ACTION: On motion of Rich Elliott and second of Erica Libenow, the Board members unanimously approved the KVH Code of Conduct as amended regarding staff being involved with political candidates and issues.

e. CEO Evaluation:

President Armstrong asked that the Board members review the process for the evaluation of the CEO. Rich Elliott and Matt Altman volunteered to serve on a sub-committee to set up the process for the CEO evaluation to be completed in April, 2018.

10. Articles and Communication:

The Board members reviewed the various clippings and correspondence items. At 7:30 p.m., President Armstrong announced that there would be a 10 minute recess followed by a 60 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 8:40 p.m., the meeting was reconvened into open session.

ACTION: On motion of Erica Libenow and second of Rich Elliott, the Board members unanimously approved the reappointments for Dr. Elizabeth Wise, Dr. Margaret Kang, Dr. Daniel Hiersche, and Cassandra Gavin, ARNP, as recommended by the Medical Executive Committee.

With no further action and business, the meeting was adjourned at 8:41 p.m.

CONCLUSIONS:

1. Motion passed to approve the Board agenda as revised.
2. Motion passed to approve the Consent Agenda.
3. Motion passed to approve the KVH Wound Care Program.
4. Motion passed to give the CEO authority to operate the budget for 2018 until final approval of the 2018 budget by the Board of Commissioners.
5. Motion passed to approve Resolution No. 17-19 regarding surplus property.
6. Motion passed to approve the three capital expenditure requests for the purchase of laboratory Biofire molecular testing in the amount of \$49,215. internal medicine waiting area furniture in the amount of \$20,006, and Lidco non-invasive hemodynamic monitoring system in the amount of \$55,282.
7. Motion passed to approve the slate of Board officers for 2018 as follows: President, Matt Altman, Vice-President, Bob Davis, and Secretary, Erica Libenow.
8. Motion passed to approve the KVH Compliance Program for 2018.
9. Motion passed to approve the KVH Code of Conduct as amended.
10. Motion passed to approve the provider reappointments as recommended by the Medical Executive Committee.

Respectfully submitted,

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