

Kittitas Valley Healthcare
Board of Commissioners
December 1, 2016
KVH Conference Rooms A/B

BOARD MEMBERS PRESENT: Matt Altman, Liahna Armstrong, Bob Crowe (by telephone), Bob Davis, Erica Libenow

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

MEDICAL STAFF PRESENT: Dr. Timothy O'Brien

1. At 5:00 p.m., President Liahna Armstrong called the special Board meeting to order. Bob Crowe was in attendance at the meeting by telephone.

2. **Approval of Agenda:**

ACTION: On motion of Bob Davis 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. **Quality:**

Mande Olsen presented the third quarter 2016 Safe Catch Awards as follows: Annie Stingley, RN, Kayse Bruno, RN, Jodi Huschka, RN, Joan Bennett, MT/MLT and Debbie Lawson, RN were winners of the clinical award; and Karen Green was the non-clinical winner.

Mande presented Part 2 of her Quality Department presentation regarding Just Culture noting how this has improved patient-centered care by allowing hospital employees to not be afraid to admit to errors and to seek solutions and higher standards of care. She also discussed how Lean and Quality processes complement each other and reduce waste and streamline problem solving through the A-3 process.

The Board members reviewed the QI Council summary and dashboards noting that 92% of hospital employees have received the flu vaccination.

5. **Public Comment/Announcements:**

Dr. Paul Farris, Superintendent of the Ellensburg School District, gave a short update of school district activities noting that the remodeling of the Morgan Middle School is going very well. He reported that the school district along with community members is developing a 40 year building maintenance plan. He stated that the passing of the technology levy has provided chrome books for all middle school students to enhance their learning process. The chrome books will be taking the place of the textbooks in the future.

6. **Emerging Healthcare Topic:**

Ben Lindekugel, Executive Director of the Association of Washington Public Hospital Districts, gave a PowerPoint presentation regarding what the role of the Board of Commissioners is in the governance

of public district hospitals. Topics covered were the powers and duties of Board members, the benefits of a hospital having public status, the open public meetings act and the public records disclosure act. He also reported that in January public hospitals will be meeting to discuss best practices regarding providing reproductive services as a result of a recent ACLU ruling.

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

Julie Petersen reported that the state auditors are auditing Public Hospital District No. 1 and will also be auditing Public Hospital District No. 2. She announced that there are leadership changes noting that Sharon Davis, Director of Imaging, will be retiring effective December 31, 2016, with Jim Roberts, Director of Information Systems, and Arla Dunlop, Director of Staff Development, leaving at the end of the year. Julie announced that the WSNA negotiations were completed in only four and a half negotiation meetings. The final contract will be brought to the Board members for approval once it is ratified by WSNA.

The Board members reviewed the Human Resources Dashboard.

8. **Chief of Staff Report:**

ACTION: On motion of Matt Altman and second of Bob Davis, the Board members unanimously approved the reappointments for Dr. Abel Li, Dr. Daniel Pak and Dr. Arthur Chen as recommended by the Medical Executive Committee.

9. **Financials:**

Libby Allgood presented a short financial summary for the month of October noting that operations for the month resulted in an operating loss of \$722,000 due to low patient volume and increased operating expenses. The Board members expressed concern over the loss with Julie Petersen stating that one of the main focuses will be to increase patient access in the clinics to increase revenue.

Liahna Armstrong reported that at the last Finance Committee the members reviewed the budget and recommended approval of the capital expenditure requests.

ACTION: On motion of Erica Libenow and second of Matt Altman, the Board members unanimously gave approval for the hospital administration to negotiate with the Cerner Company for the purchase and installation of the new electronic health record (EHR) system.

Bob Crowe expressed concern regarding staff and administration taking enough time to evaluate the new EHR system purchase to ensure that the hospital will be successful in the installation and implementation of the system. Bob Davis requested that information is provided at the next Board meeting regarding a "what business are we in?" pie chart.

ACTION: On motion of Matt Altman and second of Bob Crowe, the Board unanimously approved the capital expenditure request for the network core replacement for Information Systems.

ACTION: On motion of Matt Altman and second of Bob Davis, the Board members unanimously approved the capital expenditure request for the Storage Area Network (SAN) solution for Information Systems.

The Board members reviewed the clinic operations report.

10. **Education:**

It was noted that the American Hospital Association annual meeting will be held in Washington, D.C. on May 7-11, 2017. Julie Petersen and Liahna Armstrong expressed interested in attending the meeting.

11. **Public Policy:**

None.

12. **Old Business:**

a. **Board Meeting Evaluation Summary:**

The Board members reviewed the Board meeting evaluation form and agreed that Question number four can now be eliminated.

13. **New Business:**

a. **Board Consultants for Board Governance Education:**

After some discussion regarding two proposals submitted by consulting firms to provide Board governance education, it was agreed that Julie Petersen would ask the two firms to each provide a bid proposal by December 29th in order for the Board members to make a final selection.

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

The Board members reviewed the various clippings and correspondence items.

At 8:20 p.m., President Armstrong 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)

With no further action and business, the meeting was adjourned at 9:00 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 medical executive committee reappointments as recommended by the Medical Executive Committee.
4. Motion passed to approve the negotiation by hospital administration with the Cerner Company for the purchase and installation of the new electronic health record (EHR) system.
5. Motion passed to approve the capital expenditure request for the network core replacement for Information Systems.

6. Motion passed to approve the capital expenditure request for the Storage Area Network (SAN) solution for Information Systems.

Respectfully submitted,

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