

Kittitas Valley Healthcare
Board of Commissioners
March 31, 2016
KVH Conference Rooms A/B

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

KVH STAFF PRESENT: Paul Nurick, Libby Allgood, Cathy Bambrick, Randi Christensen

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. Liahna Armstrong introduced Foundation Board member, Mary Seubert. President Armstrong announced that starting with the April Board meeting, the meetings will be videotaped. She requested that members of the audience inform the Board members that they are recording or videotaping the meeting.
2. **Approval of Agenda:**
ACTION: On motion of Matt Altman and second of Bob Davis, the Board members unanimously approved the agenda.
3. **Consent Agenda:**
ACTION: On motion of Pam Wilson and second of Erica Libenow, the Board members unanimously approved the Consent Agenda.
4. **NBRI Employee Survey Presentation:**
Monique Ziebro, Ph.D., from the National Bureau of Research Information, gave an overview of the results of a recent KVH employee survey. She noted that overall employee satisfaction at KVH ranked in the 55th percentile with 65% of the employees responding to the survey. She said that there was room for improvement and opportunities to raise employee satisfaction. There was discussion among the Board members regarding if the employee comments that were submitted should be published. After more discussion, it was agreed that the comments would not be published, but that the Board members would receive a copy of the employee comments. The Board members noted that the survey scores were low and that the issues raised by employees in the survey need to be addressed. Cathy Bambrick stated that work is being done regarding the survey results and that another survey will be conducted in June and December.
5. **Public Comment/Announcements:**
Jim Allen, Director of Respiratory Therapy, stated that as a KVH employee, he would not want the comments from the NBRI employee survey to be published because his interpretation was that the comments were confidential.
6. **Quality:**
The Board members reviewed the QI Council summary and dashboards.

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

Paul Nurick reported that a presentation was given to the residents of the Parkland Condominiums regarding the site plans for a new clinic building. Erica Libenow stated that she has been asked by several citizens if the hospital has checked into the possibility of constructing a new hospital at a new site. After some discussion, it was agreed that a document with bullet point responses will be provided to the Board members to share with the public regarding this inquiry. Paul reported that the TeamHealth contract that provides ED physician coverage for the Emergency Department will expire on July 1, 2016. He reported that an allied professional care employee will be hired to cover the evening shifts for the hospitalist program to see how well this will work out to potentially solve staffing and financial issues with this program.

Randi Christensen reported that the Department of Health recently conducted a survey at the Family Practice Clinic-Ellensburg. She stated that overall the survey went very well with a few items being cited for improvement at the clinic. She reported that they responded to the citations and the plan for corrections was accepted by the Department of Health.

The Board members reviewed the Human Resources Dashboard.

8. **Chief of Staff Report:**

ACTION: On motion of Bob Davis and second of Matt Altman, the Board members unanimously approved the initial appointments for Dr. Mary Newman, Dr. Gabriella Skuta, Dr. Chandra Matadeen-Ali, and Lauren Musick, PA-C, and the reappointments for Dr. William Waltner, Dr. William Feldmann, Dr. Kristen Grubb, Dr. Richard Roux, Christine Bentley, PA-C, Cassie Gavin, ARNP, and Dena Mahre, PA-C as recommended by the Medical Executive Committee.

9. **Financials:**

Libby Allgood presented a short financial summary for the month of February noting that the operations for the month resulted in an operating gain of \$224,980. It was noted that clinic visits were 353 below budget.

ACTION: On motion of Pam Wilson and second of Bob Davis, the Board members unanimously approved the capital expenditure request for the purchase of four V-60 BiPAP Non-Invasive Ventilators for Cardiopulmonary.

ACTION: On motion of Matt Altman and second of Pam Wilson, the Board members unanimously approved the capital expenditure request for the engineering design fee for converting Endoscopy Room 1 to a dual purpose Endoscopy and Bronchoscopy room.

ACTION: On motion of Pam Wilson and second of Bob Davis, the Board members unanimously approved the capital expenditure request for the purchase of the OneContent Implementation Services for the Health Information Management Department.

ACTION: On motion of Pam Wilson and second of Matt Altman, the Board members unanimously approved Resolution Nos. 16-02 through 16-06 regarding the KVH Pension Plans for employees.

10. **Education:**

Liahna Armstrong reported that the workshop sessions at the recent Washington Rural Hospital Association were very good noting that the palliative care and tele-medicine sessions were excellent. Erica Libenow also attended and reported that she especially appreciated the session presented by Jody Carona and Ben Lindekugal regarding engaging community members, hospital leaders, and community leaders regarding healthcare issues. Libby Allgood, Julie Hiersche, Mandee Olsen and pharmacy staff members also attended sessions at the conference.

ACTION: On motion of Pam Wilson and second of Bob Davis, the Board members unanimously approved the attendance of any interested Board members at the CEO and Patient Safety Summit on May 16 or 17 at the SeaTac Marriott.

11. **Public Policy:**

None.

12. **Old Business:**

a. **Board Meeting Evaluation Summary:**

The Board members reviewed the Board meeting evaluation summary. After some discussion regarding the effectiveness of the evaluation format, Liahna Armstrong stated that she would work on reformatting the evaluation form.

13. **New Business:**

a. **Conduct of Meetings: Open Public Meetings Act:**

After some discussion regarding the Open Public Meetings Act, Board members agreed to take the on-line sessions offered by the State of Washington State Attorney General's office for the open public meetings act, public records act and public records retention and management. Board members will notify Franki Storlie once they have completed their sessions for certification to be on file in the administration office. Liahna Armstrong stated that a consultant may be asked to come and educate Board members regarding conducting effective Board meetings.

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

The Board members reviewed the various clippings and correspondence items. The Board members completed the Board Meeting Evaluation Summary.

President Armstrong recessed the meeting at 7:35 p.m. for ten minutes. She announced that the meeting would be recessed into executive session at 7:45 p.m. for one hour to discuss personnel, quality improvement and real estate. RCW 42.30.110(g)(b); RCW 70.44.062(2)

At 8:45 p.m., the executive session was extended for 45 minutes.

At 9:30 p.m., the executive session was extended for 30 minutes.

At 10:00 p.m., the meeting was reconvened into open session. With no further action and business, the meeting was adjourned at 10:00 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 initial appointments and reappointments for medical staff as cited above and recommended by the Medical Executive Committee.
4. Motion passed to approve the capital expenditure request for the purchase of four V-60 BiPAP Non-Invasive Ventilators for Cardiopulmonary.
5. Motion passed to approve the capital expenditure request for the Engineering design fee for converting Endoscopy Room 1 to a dual purpose Endoscopy and Bronchoscopy room.
6. Motion passed to approve the capital expenditure request for the purchase of the OneContent Implementation Services for the Health Information Management Department.
7. Motion passed to approve Resolution Nos. 16-02 through 16-06 regarding the KVH Pension Plans for employees.
8. Motion passed to approve the attendance of any interested Board members at the CEO and Patient Safety Summit on May 16 or 17 at the SeaTac Marriott.

Respectfully submitted,

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