



**KITTITAS COUNTY PUBLIC HOSPITAL DISTRICT No. 1**  
**BOARD OF COMMISSIONERS' REGULAR MEETING**  
**KVH Conference Room A & B**  
**September 26, 2019**

BOARD MEMBERS PRESENT: Matt Altman, Bob Davis, Erica Libenow, Liahna Armstrong, Roy Savoian

KVH STAFF PRESENT: Julie Petersen, Scott Olander, Vicky Machorro, Rhonda Holden, Lisa Potter, Dr. Kevin Martin, Carrie Barr, Mande Olsen, Michele Wurl, Cindy Kelly, Amy Krogstadt, Mary Nouwens, Heather Stermetz, Haley Ellis, and Jason Adler

MEDICAL STAFF PRESENT: Dr. Timothy O'Brien

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

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 Roy Savoian and second of Erica Libenow, the Board members unanimously approved the consent agenda.

4. **Presentations:**

Mande Olsen presented Safe Catch Awards for the second quarter of 2019 as follows: Clinical Award was presented to Darbi Tourtillott, Registered Nurse, CCU; Non-Clinical Award was presented to Cindy Kelly, Director of Health Information Services.

5. **Public Comment/Announcements:**

None.

6. **Reports and Dashboards:**

The Board members reviewed the QI dashboards and summary with Mande Olsen. Olsen stated that the Patient and Family Advisory Council (PFAC) had their first meeting and they are planning to meet four times per year.

The Board members reviewed the CEO report with Julie Petersen. Petersen stated that the meeting with the 13<sup>th</sup> Legislative District went well and Representative Tom Dent will be returning in November to follow up on some issues of particular importance to him.

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 appointment for Dr. George Heard Jr., Dr. Stuart O’Byrne, Anna Collins, ARNP and the reappointment for Dr. Sara Cate as recommended by the Medical Executive Committee.

The Board members reviewed the Chief Medical Officer report with Dr. Kevin Martin. Dr. Martin stated that the GCACH is supporting us both with staff and funds to help more broadly treat substance abuse disorder, which goes hand in hand with behavioral health needs.

Scott Olander reported on KVH’s financial performance for August. Olander stated that we had a positive bottom line for the month and thanked everyone for keeping expenses down across the organization.

**ACTION:** On motion of Liahna Armstrong and second of Roy Savoian, the Board members unanimously approved the capital expenditure request for the Hematology Instrument and Interface for the hospital lab and Urgent Care.

The Board members reviewed the operations report with Vicky Machorro, Rhonda Holden, and Carrie Barr. Machorro introduced the wound care team. Lisa Potter stated we are just over a year from implementation of the wound care program and it is exceeding all expectations and projections. Holden encouraged everyone to attend the Bowers Field Pre-Show BBQ on October 5. The airport is critical when we need a fixed wing due to weather.

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

**7. Education and Board Reports:**

President Altman stated that he, Liahna Armstrong, and Julie Petersen will be attending the Annual WHSA meeting in October. President Altman reported that he has been nominated for a position on the American Hospital Association (AHA) Governance Committee. Nominations will be taken up by the AHA Board at their fall meeting.

**8. Old Business:**

Julie Petersen went over the background of the Benefits Advisory Committee (BAC) and the need for the oversight to be within KVH.

**ACTION:** On motion of Bob Davis and second of Liahna Armstrong, the Board members unanimously approved Resolution No. 19-05, authorizing Benefits Advisory Committee (BAC) oversight of retirement plans.

**ACTION:** On motion of Liahna Armstrong and second of Roy Savoian, the Board members unanimously approved Resolution No. 19-06, authorizing individuals to act on behalf of the plan.

**9. New Business:**

President Altman went over the process used last year for the CEO evaluation. The Board agreed to follow the same process as last year.

President Altman distributed the questions used for last year's Board self-evaluation and requested that any changes or suggestions be brought to the October Board meeting.

**10. Executive Session:**

At 7:20 pm, President Altman 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). No action was anticipated.

At 8:00 pm, the meeting was reconvened into open session and President Altman announced that an additional 35-minute executive session was needed.

**11. Adjournment:**

With no further action and business, the meeting was adjourned at 8:35 pm.

**CONCLUSIONS:**

1. Motion passed to approve the board agenda.
2. Motion passed to approve the consent agenda.
3. Motions passed to approve the initial appointments and reappointments as recommended by the Medical Executive Committee.
4. Motion passed authorizing the capital expenditure request for the Hematology Instrument and Interface for the hospital lab and Urgent Care.
5. Motion passed approving Resolution No. 19-05, authorizing Benefits Advisory Committee (BAC) oversight of retirement plans.
6. Motion passed approving Resolution No. 19-06, authorizing individuals to act on behalf of the plan.

Respectfully submitted,

Mandy Weed/Erica Libenow  
Executive Assistant, Board of Commissioners