



KITTITAS COUNTY PUBLIC HOSPITAL DISTRICT No. 1

BOARD OF COMMISSIONERS' REGULAR MEETING

KVH Conference Room A & B/Remote call in

March 26, 2020

BOARD MEMBERS PRESENT: Bob Davis, Erica Libenow, Matt Altman, Jon Ward, Terry Clark

KVH STAFF PRESENT: Julie Petersen, Scott Olander, Vicky Machorro, Rhonda Holden, Lisa Potter, Dr. Kevin Martin, Mandee Olsen, Carrie Barr, Manda Scott, Linda Navarre, Morgan Anderson, Michele Wurl, Ron Urlacher

MEDICAL STAFF PRESENT: None

1. At 5:00 p.m., President Bob Davis called the regular board meeting to order.

2. **Approval of Agenda:**

ACTION: On motion of Erica Libenow and second of Matt Altman, the Board members unanimously approved the agenda as amended.

3. **Consent Agenda:**

ACTION: On motion of Jon Ward and second of Terry Clark, the Board members unanimously approved the consent agenda.

4. **Presentations:**

Linda Navarre, Risk Management Coordinator and Compliance Officer, reviewed the 2019 Compliance Program Annual Report and Compliance Program structure. Navarre summarized the 2019 work of the Compliance Committee.

5. **Public Comment/Announcements:**

None.

6. **Reports and Dashboards:**

The Board members reviewed the QI dashboards and summary with Mandee Olsen. Olsen stated that this is the new dashboard and it has a lot of great data. Olsen stated that there is also a new glossary for the updated data.

Julie Petersen, CEO went over the Incident Command structure and stated that they have been meeting at least once daily and it is serving its purpose well. Morgan

Anderson gave an update on personal protective equipment (PPE) and stated we have been trying to obtain as much as possible due to the shortages.

ACTION: On motion of Terry Clark and second of Matt Altman, the Board members unanimously approved the updates to the Code of Conduct as presented.

Dr. Kevin Martin presented Resolution No. 20-01 authorizing emergency privileges to be allowed. This acknowledges our existing credentialing policy in the case of an emergency. After further discussion, the Board approved the resolution as amended and all agreed that a resolution would be presented to the Board at the conclusion of the emergency, stating everything that was done under the emergency in now withdrawn.

ACTION: On motion of Matt Altman and second of Erica Libenow, the Board members unanimously approved Resolution No 20-01 Authorizing Emergency Privileges per policy as amended.

Scott Olander reported on KVH's financial performance for February and stated that we had a pretty good month. Olander stated that we received some grant money which also helped with our revenue but had some unbudgeted expenses for startup for the ENT clinic and that we will continue to have some ongoing variances related to ENT. Olander stated that, at next month's meeting, he may be bringing forward a request for a line of credit to allow us to hold onto our cash on hand.

Vicky Machorro stated that she has been working on surge planning and considering which rooms we are able to convert to doubles for maximum occupancy. Machorro stated they are also looking at ways to convert CPAP machines into ventilators. Rhonda Holden stated that she has been working with a team on an infection control plan during a surge. Carrie Barr stated that the COVID Clinic opened on March 6th and they are continuing to work on flows for the other clinics along with telehealth and phone visits. Manda Scott reviewed the leaves of absence (LOA) and various workforce processes. Scott stated that we went from about forty leaves per year to thirty at this time.

Michele Wurl stated that her team is mostly working remotely and supporting the organization and the public.

7. Education and Board Reports:

President Davis stated that, because the AHA meeting for the end of April has been canceled, the Board meeting will be moved back to the regular date of April 23rd.

8. Old Business:

None.

9. New Business:

None.

10. Executive Session:

At 7:00 pm, President Davis announced that there would be a 5-minute recess followed by a 40-minute executive session regarding real estate. RCW 42.30.110(b)(g). Action was anticipated.

At 7:45 pm, the meeting was reconvened into open session.

ACTION: On motion of Matt Altman and second of Terry Clark, the Board members unanimously authorized administration to begin negotiations for a real estate purchase.

11. Adjournment:

With no further action and business, the meeting was adjourned at 7:47 pm.

CONCLUSIONS:

1. Motion passed to approve the board agenda.
2. Motion passed to approve the consent agenda.
3. Motions passed to approve updates to the Code of Conduct as presented
4. Motion passed to approve Resolution No 20-01 Authorizing Emergency Privileges Per policy as amended.
5. Motion passed to begin negotiations for real estate purchase.

Respectfully submitted,

Mandy Weed/Matt Altman
Executive Assistant, Board of Commissioners