



**KITTITAS COUNTY PUBLIC HOSPITAL DISTRICT No. 1**  
**BOARD OF COMMISSIONERS' REGULAR MEETING**  
**Virtual Zoom Meeting**  
**April 23, 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, Michele Wurl, Jason Adler

MEDICAL STAFF PRESENT: None

1. At 5:02 p.m., President Bob Davis called the regular board meeting to order.

**2. Approval of Agenda:**

**ACTION:** On motion of Terry Clark and second of Erica Libenow the Board members unanimously approved the agenda as amended.

**3. Consent Agenda:**

**ACTION:** On motion of Matt Altman and second of Terry Clark, the Board members unanimously approved the consent agenda.

**4. Public Comment/Announcements:**

Suspended at this time.

**5. Reports and Dashboards:**

The Board members reviewed the QI dashboards and summary with Mandee Olsen. Olsen stated that overall we are doing really well and that restraints were at 100% for the month of February, but we did have one sepsis failure. Olsen stated that the Quality Improvement Council meeting that was scheduled for April has been postponed to May.

Scott Olander reported on KVH's financial performance for March and stated that the first three weeks of the month were pretty good. As COVID-19 restrictions were put in place, revenue dropped off significantly as the ED and clinic visits dropped along with elective surgeries. Olander stated that we are also seeing an increase in applications for financial assistance. Olander further stated that our balance sheet continues to be good and that we are in process of completing our annual audit with

DZA and we should see a presentation from them at our next board meeting. Olander commented that the capital request for the automatic door opener was pulled from the Finance Committee.

**ACTION:** On motion of Jon Ward and second of Erica Libenow, the Board members unanimously approved the capital expenditure for the voice over internet protocol (VOIP) telephone system for Family Medicine – Cle Elum.

**ACTION:** On motion of Jon Ward and second of Terry Clark, the Board members unanimously approved Resolution No. 20-02, authorizing a line of credit.

Julie Petersen stated that we are presenting a combined report this month on operations. Petersen stated that we are looking to extend security through the end of the year for twelve-hour-a-day coverage with Phoenix Security. Petersen stated that we held an electronic employee forum on Tuesday and we have had 527 employees view that forum. Petersen stated the forum was focused on a financial update and asked for volunteer reductions of leave without pay, PTO, defer retirement contributions etc. from May 10 – July 4.

Manda Scott stated that they are getting a lot of commitment from employees. Human Resources will be providing a packet at the Department Directors meeting on Monday. Scott stated that it is dependent on each person and their unique situation. Petersen stated we are looking for a two-million dollar savings. The Board members unanimously affirmed a 20% salary reduction for Julie Petersen for six pay periods that was requested from Julie Petersen by email.

Petersen stated that we are moving forward scheduling elective surgeries starting May 19. Petersen gave an update on funds that have come in as well as what we are anticipating.

Michele Wurl stated that we are working continuing the messaging of “stay safe” rather than “stay home” and expects to start getting more messaging out next week in coordination with the Kittitas County Public Health Department.

Dr. Kevin Martin stated that General Surgeon, Dr. Petty, and Radiologist, Dr. Jensen, have joined us and we have a pediatrician and an orthopedic PA who have accepted positions.

## **6. Adjournment:**

With no further action and business, the meeting was adjourned at 6:38 pm.

**CONCLUSIONS:**

1. Motion passed to approve the board agenda.
2. Motion passed to approve the consent agenda.
3. Motions passed to capital expenditure request for the VOIP telephone system.
4. Motion passed to approve Resolution No 20-02 Authorizing line of credit.

Respectfully submitted,

Mandy Weed/Matt Altman  
Executive Assistant, Board of Commissioners