



**KITTITAS COUNTY PUBLIC HOSPITAL DISTRICT No. 1**  
**BOARD OF COMMISSIONERS' SPECIAL MEETING**  
**KVH Conference Room A & B & Via Zoom**  
**January 6, 2022**

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

KVH STAFF PRESENT: Julie Petersen, Scott Olander, Vicky Machorro, Manda Scott, Jeff Yamada, Jason Adler, Rhonda Holden, Mande Olsen, Michele Wurl, Ron Urlacher, Tricia Sinek, Carrie Barr, Dr. Kevin Martin

MEDICAL STAFF PRESENT: Dr. Timothy O'Brien

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

**2. Oath of Office:**

Erica Libenow and Matt Altman took the oath of office. President Davis then turned the meeting over to the new President, Erica Libenow.

**3. Approval of Agenda:**

President Libenow stated we would like to remove the Provider Spotlight from the agenda. Julie Petersen stated we needed to add approval of operating budget under finance.

**ACTION:** On motion of Matt Altman and second of Jon Ward, the Board members unanimously approved the agenda as amended.

**4. Consent Agenda:**

**ACTION:** On motion of Jon Ward and second of Bob Davis, the Board members unanimously approved the consent agenda with amended minutes.

**5. Public Comment/Announcements:**

None

**6. Presentations:**

Mande Olsen stated that this is the work that the board and leadership has been working on for the past six months. Petersen stated that we are looking to schedule

a work session between now and the next board meeting for a more in depth discussion. The strategies were reviewed by the board and leadership. Petersen stated that Hospital District #2 is also refreshing their plan and that she would like to have a joint meeting of some type between the two boards. Petersen stated that we will formulate what that discussion looks like after we approve Hospital District #1 strategic plan.

## **7. Reports and Dashboards:**

The Board members reviewed the QI dashboards and summary with Mandee Olsen. Olsen stated that she was requesting Board approval of the 2022 Quality Assessment Performance Improvement Plan (QAPI) as recommended by the Quality Improvement (QI) Council. Commissioner Altman went over the process and timeline of the QAPI.

**ACTION:** On motion of Bob Davis and second of Jon Ward, the Board members unanimously approved the 2022 Quality Assessment Performance Improvement Plan as presented.

The Board members reviewed the CEO report with Julie Petersen. Petersen stated that due to the weather the supply chain is not as stable as we would like and we have also declared staffing crisis as of today. Petersen stated that we have cancelled elective surgeries for today and tomorrow. Carrie Barr stated that the clinic are working on lightening up the schedules in the clinics as they had limited staff able to report to work. Manda Scott stated that we received notification from PERC for Teamsters negotiations to represent the central services employees. Scott also stated that we received notice to delay collecting for the long term care tax but that decision was quickly reversed. Petersen commented that we are also seeing record numbers for both Covid testing and positive Covid tests. Petersen stated that the board also received the more detailed CHA/CHIP. Petersen stated that every three years we have to do a Community Health Needs Assessment and a Community Health Improvement Plan that we post on our website and submit to the IRS with our 990.

**ACTION:** On motion of Bob Davis and second of Matt Altman, the Board members unanimously approved the Kittitas County Community Health Assessment and Community Health Improvement Plan as presented.

The Board members reviewed the operations report with Vicky Machorro and Carrie Barr. Machorro stated that we are starting to get some temp RN's and also starting to get a few applicants. Petersen stated that Home Health is at a crisis for staffing.

Barr stated that they are working on training in the clinics as a result of staff turnover and staff satisfaction.

Chief of Staff Dr. Timothy O'Brien presented the MEC's recommendations for initial appointments and reappointments to the Board.

**ACTION:** On motion of Jon Ward and second of Bob Davis, the Board members, unanimously approved the initial appointment for Dr. Kevin Simonelic, Dr. Samuel DeVore, Kathleen Tucholke, ARNP and the reappointments for Dr. Kevin Martin, Dr. Christin Reisenauer, Auren O'Connell, ARNP, and Dr. Roberta Hoppe, as recommended by the Medical Executive Committee.

The Board members reviewed the Chief Medical Officer report with Dr. Kevin Martin. Dr. Martin stated that they are re-examining the provider value alignment work and that hospitalizations are starting to trend up.

Scott Olander reported on KVH's financial performance for November. Olander stated that the financials look positive and that the expenses in the report are volume related.

**ACTION:** On motion of Bob Davis and second of Jon Ward, the Board members unanimously approved Resolution 22-01, to surplus property.

Olander reviewed the 2022 budget summary and narrative.

**ACTION:** On motion of Jon Ward and second of Bob Davis, the Board members unanimously approved the 2022 operating budget.

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

**8. Education and Board Reports:**

Petersen stated that the AHA conference in February is still on schedule.

**9. Old Business:**

President Libenow stated that they may have to defer the CEO evaluation with SLT to next week if staff are not able to attend tomorrow due to the weather.

**10. New Business:**

None

**11. Executive Session:**

At 7:40 pm, President Libenow announced that there would be a 5-minute recess followed by a 10-minute executive session regarding personnel. RCW 42.30.110(g). No action was anticipated.

At 7:55 pm, the meeting was reconvened into open session.

**12. Adjournment:**

With no further action and business, the meeting was adjourned at 8:27 p.m.

**CONCLUSIONS:**

1. Motion passed to approve the board agenda as amended.
2. Motion passed to approve the consent agenda as amended.
3. Motion passed to approve the 2022 Quality Assessment Performance Improvement Plan as presented.
4. Motion passed to approve the Kittitas County Community Health Assessment and Community Health Improvement Plan as presented.
5. Motions passed to approve the initial appointments and reappointments as recommended by the Medical Executive Committee.
6. Motion passed approving Resolution 22-01, to surplus property.
7. Motion passed approving the 2022 operating budget.

Respectfully submitted,

Mandy Weed/Terry Clark  
Executive Assistant, Board of Commissioners