



KITTITAS COUNTY PUBLIC HOSPITAL DISTRICT No. 1

BOARD OF COMMISSIONERS' REGULAR MEETING

KVH Conference Room A & B & Via Zoom

September 22, 2022

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

KVH STAFF PRESENT: Julie Petersen, Scott Olander, Manda Scott, Jeff Yamada, Mandee Olsen, Ron Urlacher, Michele Wurl, Vicky Machorro, Rhonda Holden, Jason Adler, Trisha Sinek, Nasser Basmeh

MEDICAL STAFF PRESENT: Dr. Timothy O'Brien,

1. At 5:06 p.m., Vice President Matt Altman called the regular board meeting to order.

2. **Approval of Agenda:**

At the request of Scott Olander agenda item discussion of 501(c)(3) recognition was requested to be added under Finance (e)(vi).

At the request of Erica Libenow agenda item Coffee with the Commissioner was added under Old Business.

At the request for Matt Altman the Joint Meeting with HD2 on September 28, 2022 was added under Future Meetings.

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

3. **Consent Agenda:**

ACTION: On motion of Terry Clark and second of Bob Davis, the Board members unanimously approved the consent agenda as presented.

4. **Presentation:**

Scott Olander, Chief Financial Officer reviewed the financing options for the KVH Expansion Project. He reviewed the different interest rates over a 10-year, 15-year and 20-year term. The amount that KVH would need to fund is \$15.3 million dollars. It is preferred that the bonds be bought before end of the year. Olander stated that he is asking the board to approve the solicitation to distribute an offering document to our network of bond buyers and banking relationships. Ron Urlacher, Chief of

Facilities discussed the expansion bid readiness and his interactions with the Department of Health.

ACTION: On the motion of Jon Ward and second of Bob Davis, the Board members unanimously authorized administration to advance the financing of the expansion project in the amount of \$15.3 million dollars plus issuance costs for a term of 15 years through the issuance of debt.

5. Public Comment/Announcements:

None

6. Reports and Dashboards:

The Board members reviewed the QI dashboards and summary with Mandee Olsen. Olsen announced that we received our DNV accreditation and plans to celebrate this with staff are in the works. Olsen stated that she is looking for patient volunteers to be on the Patient Family Advisory Council.

The Board members reviewed the CEO report with Julie Petersen. Petersen reported that Dr. Martin, Kathryn Brunner and Michelle Wurl are in Washington DC attending a Family Medicine recruitment conference. KVH will have a reboot of the TeamSTEPPS Masters training to be held at Suncadia. Training will be through the University of Washington, thirty of our employees will be in attendance. Petersen sent out a lengthy email to employees keeping them updated on the construction projects going on around the hospital.

The Board members reviewed the operations report with Manda Scott, Vicky Machorro, Rhonda Holden, and Stacy Olea. Scott gave the board an update on the Values Alignment committee. Machorro reported that WSNA is struggling to find an attorney but once they do, discussions will start with them. Staffing is the biggest issue; they currently have 14 traveling RN's on a long-term contract. Holden reported that Pharmacy received their HRSA audit results back with 2 findings that they will need to write a corrective action plan for. This was the first audit the hospital has had since starting the program 10 years ago.

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 Terry Clark, the Board members unanimously approved the initial appointments for Bobbi Beard, DNP, ARNP, Lisa Benson, PA-C, Amy Claussen, PA-C and Shafeen Rahman, MD and the

reappointments for Chi Pui, MD, Tahir Alkhairy, MD, Gene Griffiths, MD, Kenneth Gano, CRNA, Tracy Keniston, PA-C, Robert Merkel, PA-C, James Repsher, PA-C, as recommended by the Medical Executive Committee.

Chief of Staff Dr. Timothy O'Brien presented the draft Delineation of Privileges for Teleradiology with the addition of an advanced privilege to allow the Screening of Mammography Reads.

ACTION: On the motion of Terry Clark and second of Bob Davis, the Board members unanimously approved the addition of Screening of Mammography Reads to the Teleradiology privileges.

Chief of Staff Dr. Timothy O'Brien presented the draft Criteria for Specialty Privileges. The need to review these was as a result from a DNV finding. Criteria for each privilege has to be specified on each delineation of privilege. Criteria have not been reviewed since 2011. The changes to the criteria included board certification must be obtained within 5 years from initial appointment.

ACTION: On the motion of Jon Ward and second of Bob Davis, the Board members unanimously approved the new criteria for the following privileges: Dentistry & Orthodontics, Emergency Department, Family Medicine Department, General Surgery Department, Ophthalmology, Otolaryngology, Pathology, Pediatrics, Podiatry, Radiology, Urology, Obstetrics and Gynecology.

The Board Members reviewed the Chief Medical Officer report.

Scott Olander reported on KVH's financial performance for August. Olander stated that in-patient days are up, med surg and ICU patient days are up, as well as the ED. Family Birth Place delivered more infants than budgeted. Payer mix was higher and Surgery, Urgent Care and ED remain busy.

Olander reported that they are asking for a credit card increase through Cashmere Valley Bank. Our current card limit is \$80,000 and he is asking for a \$40,000 increase to make our new credit card limit \$120,000, this would include adding a new credit card to Medical Staff Services. There was consensus from the board to authorize the Chief Finance Officer to work with the bank to increase our limit from \$80,000 to \$120,000.

Olander presented a Capital Expenditure request to replace the OR lights in OR rooms 1-3 and add booms. The amount of this purchase is \$356,610.

ACTION: On the motion of Terry Clark and second of Jon Ward, the Board members unanimously approved the Capital Expenditure request to add OR lights and Boom to OR rooms 1-3 in the amount of \$356,610.

Olander presented a Capital Expenditure board request to purchase a community messenger reader sign, electrical for sign and charging stations and courtyard door. The total cost requested is \$208,700.

ACTION: On the motion of Jon Ward and second of Bob Davis, the Board members unanimously approved the Capital Expenditure request to purchase a community messenger reader sign, electrical for sign and charging stations and courtyard door for a total request for \$208,700.

Olander discussed the plan for the hospital to apply for 501(c)(3) recognition. Currently the hospital is working with a provider that currently lives in Canada. Having the 501(c)(3) recognition will assist in the H1-B visa process. Olander stated that he could not see any negative impacts to the hospital for applying for this recognition. He is bringing to the board for informational, no action is necessary.

The Board Members reviewed the Community Relations Report.

7. Education and Board Reports:

None

8. Old Business:

Matt Altman discussed the upcoming event, coffee with a Commissioner. He wants to make sure employees know that this is not just to hear complaints. Depending on the attendance at this one will depend on what other type of events they hold in the future.

9. New Business:

Board members discussed completing a strength and weakness assessment similar to one they have completed in the past. They would also like to have feedback from senior leadership. Manda Scott will work with Erica Libenow on creating questions and a tool to use. Questions will be brought back to the board for review and then once approved will be sent to senior leadership to respond.

10. Executive Session:

At 7:06 p.m., Vice President Altman announced that there would be a 10-minute recess followed by a 40-minute executive session regarding personnel. RCW 42.30.110(g). No action was anticipated.

At 8:00p.m. the meeting was reconvened into open session.

11. Adjournment:

With no further action and business, the meeting was adjourned at 8:02 p.m.

CONCLUSIONS:

1. Motion passed to approve the board agenda as amended.
2. Motion passed to approve the consent agenda.
3. Motion passed to authorize administration to advance the financing of the expansion project in the amount of \$15.3 million dollars plus issuance costs for a term of 15 years through the issuance of debt.
4. Motions passed to approve the reappointments as recommended by the Medical Executive Committee.
5. Motion passed to approve Teleradiology Delineation of Privileges.
6. Motion passed to approve updated criteria for specialty privileges.
7. Motion passed to approve Capital Expenditure for OR lights and boom in the amount of \$356,610.
8. Motion passed to approve Capital Expenditure for community messenger reader sign, electrical for sign, and charging stations and courtyard in the amount of \$208,700.

Respectfully submitted,

Shannon Carlson, CPCS/Terry Clark
Medical Staff Coordinator/Board of Commissioners