



# KITTITAS COUNTY PUBLIC HOSPITAL DISTRICT No. 1

## BOARD OF COMMISSIONERS' REGULAR MEETING

KVH Conference Room A & B & Via Zoom

October 27, 2022

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

KVH STAFF PRESENT: Julie Petersen, Scott Olander, Manda Scott, Mandee Olsen, Ron Urlacher, Stacy Olea, Dr. Kevin Martin, Michele Wurl, Vicky Machorro, Tricia Sinek, Nassar Basmeh, Jason Adler, Dede Utley

MEDICAL STAFF PRESENT: Dr. Timothy O'Brien, Dr. Tom Penoyar

1. At 5:00 p.m., President Erica Libenow called the Budget Hearing to order. The Board members reviewed the 2023 budget with Scott Olander.

**ACTION:** On motion of Bob Ward and second of Jon Ward, the Board members unanimously approved Resolution No. 22-10 adopting the 2023 budget.

**ACTION:** On motion of Matt Altman and second of Terry Clark, the Board members unanimously approved Resolution No. 22-11 authorizing the regular property tax levy.

President Erica Libenow adjourned the Budget Hearing at 5:04 p.m.

2. At 5:05 p.m., President Erica Libenow called the regular board meeting to order.

3. **Approval of Agenda:**

President Libenow requested to add Coffee with a Commissioner under new business.

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

4. **Consent Agenda:**

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

5. **Public Comment/Announcements:**

Michele Wurl stated that students from Central were going to join us to discuss the work they are doing for the appreciation banquet and other work but they were unable to join us.

**6. Presentation:**

Manda Scott, Chief Human Resources Office reviewed the three year staff development plan. Scott went over the dedicated resources we have at KVH for staff development and stated that it is a key part of engagement. Scott reviewed the strategies that was developed, the themes, descriptions and focus areas. Julie Petersen commented that people are ready to get back to in person trainings.

**7. New Business:**

**ACTION:** On motion of Bob Davis and second of Terry Clark, the Board members unanimously approved the 2023 Board Officers: Matt Altman as President, Terry Clark as Vice-President, and Jon Ward as Secretary.

**ACTION:** On motion of Jon Ward and second of Matt Altman, the Board members unanimously approved the 2023 Board Committees.

The Board Calendar was reviewed and will be redistributed with date changes.

President Libenow reviewed the process used last year for the CEO evaluation and stated that the evaluation tool will be emailed out and they will plan to meet with Julie Petersen mid-December to review it.

President Libenow stated that they had great attendance at the last Coffee with a Commissioner and that she liked the idea of continuity for future gatherings to have one commissioner from the last one attend the next. The Board agreed to schedule these monthly going forward and to also look at different times of day.

**8. Reports and Dashboards:**

Mandee Olsen stated that the Board of Pharmacy was here today and that we had a very good survey with extremely competent staff. Olsen stated that we did have some findings which they will submit to us in their report within ten days. Olsen reviewed the QI dashboard and summary and stated that we are at about 46% compliance for flu vaccines to date.

The Board members reviewed the CEO report with Julie Petersen. Petersen stated that Hospital District No. 2 and IAFF have ratified their contract and Hospital District No. 1 is currently in the negotiation process with WSNA.

The Board members reviewed the operations report with Vicky Machorro and Stacy Olea. Olea stated that they are seeing increased volumes in General Surgery and

Vascular with Yakima closing their services. The Board and Olea also discussed the long phone waits times at Family Medicine Ellensburg.

The Board members reviewed the support services report with Michele Wurl and Ron Urlacher. Urlacher reviewed the energy project updates since the writing of his report.

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

**ACTION:** On motion of Matt Altman and second of Terry Clark, the Board members unanimously approved the reappointments for Dr. Lance Adams, Dr. Amrou Ali Idris, Dr. Kristina Bowen, Dr. David Gonzales, Dr. Rejeesh Menon, Dr. Timothy O'Brien, Dr. Vanessa Tseng, Ryan Beachy, PA-C, Sarah Heniges, PA-C, Lauren Musick, PA-C, Julia Riel, PA-C, and Michelle Smeback, as recommended by the Medical Executive Committee.

The Board members reviewed the Chief Medical Officer report with Dr. Kevin Martin.

Scott Olander reported on KVH's financial performance for September. Olander stated that we continue to be very busy and the ED had one of their busiest months ever. Olander stated that the State Auditor is currently here auditing both Hospital District No. 1 and No. 2.

**ACTION:** On motion of Jon Ward and second of Matt Altman, the Board members unanimously approved the capital expenditure request for the MRI and CT Pad.

**ACTION:** On motion of Terry Clark and second of Bob Davis, the Board members unanimously approved the capital expenditure request for the C-Arm.

**9. Education and Board Reports:**

President Libenow commented that they had received the AHA brochure for the conference in February.

**8. Old Business:**

None.

**9. New Business:**

None.

**10. Executive Session:**

At 8:07 p.m., President Libenow announced that there would be a 3-minute recess followed by a 30-minute executive session regarding personnel. RCW 42.30.110(g). No action was anticipated.

At 8:40 pm, the meeting was reconvened into open session and President Libenow announced that an additional 5-minutes executive session was needed.

At 8:45 pm, the meeting was reconvened into open session.

**11. Adjournment:**

With no further action and business, the meeting was adjourned at 8:46 p.m.

**CONCLUSIONS:**

1. Motion passed to approve Resolution No. 22-10 for adoption of the 2023 Budget.
2. Motion passed to approve Resolution No. 22-11 for authorization for the 2023 Regular Property Tax Levy.
3. Motion passed to approve the board agenda as amended.
4. Motion passed to approve the consent agenda as amended.
5. Motion passed to approve the slate of Board Officers for 2023.
6. Motion passed to approve the Board Committee assignments for 2023.
7. Motion passed to approve the reappointments as recommended by the Medical Executive Committee.
8. Motion passed to approve the capital expenditure request for MRI and CT Pad.
9. Motion passed to approve the capital expenditure request for the C-Arm.

Respectfully submitted,

Mandy Weed/Terry Clark  
Executive Assistant, Board of Commissioners