



KITTITAS COUNTY PUBLIC HOSPITAL DISTRICT No. 1
BOARD OF COMMISSIONERS' MEETING MINUTES

January 26th, 2023

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

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

1. The meeting was called to order at 5:00 PM.

2. Approval of Agenda:

ACTION: On motion of Erica Libenow and second of Jon Ward, the Board members unanimously approved the agenda as amended (to include minutes from the Finance Committee meeting and other missing packet information).

3. Consent Agenda:

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

4. Public Comments/Announcements:

None.

5. Presentations:

Manda Scott, Chief Human Resources Officer, gave a presentation on Human Resources metrics for staffing. Scott covered Students and Volunteers that were on site, the "Hot Jobs" at KVH, as well as the totals for hires and terminations from last year to current.

6. Reports and Dashboards:

Mande Olsen, CQO, informed the Board first on the Internal Audit Training happening at the beginning of February. Secondly, Olsen explained that employee engagement surveys this year would be focused on patient safety and could be expected in May or June, and lastly Olsen shared that the plan is for TEAMSTEPPS to roll out this year.

The Board members reviewed the CEO report with Julie Petersen. Petersen congratulated Commissioner Clark on his appointment to WSHA Governance Committee. She stated that KVH was invited to speak on a panel at the NW Rural Health Conference and asked for volunteers. Next, Petersen shared information about a meeting she, Rhonda Holden and Scott Olander had with the city of Cle Elum, Washington regarding the 47* North project. Furthermore, the state of OB coverage in rural settings is a huge concern not just at KVH, but on a state and national level as well.

Vicky Machorro, CNO, reported that we have continued to be exceptionally busy, stating that we were having trouble admitting patients to med surge/CCU. Machorro shared that the volumes in the ED have lowered over the last month. Lastly, she shared that Single Sign On is being trialed in the Family Birthing Place.

Rhonda Holden, CAO, informed the Board that a joint meeting was being held with the Cle Elum Mayor next Monday. Holden stated there was a delay in the go-live of PYXIS/Bar-code scanning in the clinics until February. Lastly, Holden shared that KVH was now using AMBRA to push images to other providers.

Stacy Olea, CCO, shared with the Board that there were four good candidates for the Clinic Nursing Director role. She shared that the MA's in the clinics switched from five 8-hour shifts to four 10-hour shifts to help with flow in the clinics. The Board thanked Stacy and her staff for all the hard work of improving processes.

Jeff Yamada, CIO, shared his report concerning all the projects that Information Systems has completed for 2022. Next, Yamada informed the Board about IT Security/Cybersecurity; stating that KVH is very close to industry average for Phish-prone percentage.

Ron Urlacher, CoF, informed the Board that we have added workplace violence/Security to his reporting. Urlacher stated that the mobile MRI is being reviewed by the DOH.

Chief of Staff Dr. Hoppe, presented the MECs recommendations for initial appointment and re-appointments to the board.

ACTION: On motion of Erica Libenow and second of Terry Clark, the Board members unanimously approved the initial Appointments; Dr. Kazaria, MD, Dr. Morsy, MD, Dr. Shah, MD, Dr. Upadhyay, MD, and Joseph Nebeker, PA-C and the Re-Appointments Dr. Ghermay, MD, Dr. Stone Casey, MD, Dr. Faith, MD, Dr. Rogotzke, DO, Mary Nouwans, ARNP, Jennifer Simons, ARNP, and Christine Ward, ARNP as recommended by the Medical Executive Committee.

Dr. Martin, CMO, reported to the board that plans were in place to provide coverage during the change of anesthesia providers later this year. He explained that previously, we were recruiting 2 OBGYN providers but, we are now recruiting for 3 providers. Dr. Martin stated that we were utilizing all the different tools at their disposal to find the right candidates, including locums, recruiting agencies, and targeted ads. Next, Dr. Martin said that KVH was staffed in the ED through February, and that he was working with an agency for staffing through March. Dr. Martin stated that Dr. Ghermay had taken the interim Medical Director role, on top of his 22 shifts,

sharing that he was doing an excellent job. Lastly, Dr. Martin mentioned that we had a new provider enrollment specialist start this month.

Scott Olander, CFO, shared his yearend report with the Board and presented a capital expenditure request that would buyout the lease for an x-ray machine.

ACTION: On motion of Jon Ward and second of Erica Libenow, the Board members unanimously approved Resolution 23-1 for Capital Expenditure Request for an x-ray machine.

7. Education and Board reports:

Justin Becker, Executive Assistant, shared an education opportunity with the Board, a leadership conference in June.

8. Old Business:

None.

9. New Business:

None.

10. Executive Session:

At 6:55 p.m. President Altman announced that there would be a 10-minute recess followed by a 55-minute executive session to discuss personnel/property per RCW 42.30.110(b).

At 8:00 p.m. the Board came back from executive session.

11. Adjournment:

With no further business and no action taken, the meeting was adjourned at 8:00 p.m.

Respectfully submitted,

Justin Becker / Jon Ward
Executive Assistant / Secretary - Board of Commissioners

Conclusions:

1. Motion passed to approve the agenda as amended.
2. Motion passed to approve the consent agenda as submitted.
3. Motion passed to approve the Medical Executive Committee Recommendations for Appointment and Re-Appointment.
4. Motion passed to approve Resolution 23-1 Capital Expenditure Request for an x-ray machine.