



KITTITAS COUNTY PUBLIC HOSPITAL DISTRICT No. 1
BOARD OF COMMISSIONERS' SPECIAL MEETING
Meeting in KVH Conference Room A/B/C with a call in option - 5:00 p.m.

Call in by phone: 253 215 8782 Meeting ID: 860 5328 4832 Passcode: 263711

January 5, 2023

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

KVH STAFF PRESENT: Julie Petersen, Mandee Olsen, Scott Olander, Dr. Kevin Martin, Dr. Roberta Hoppe, Ron Urlacher, Jeff Yamada, Dede Utley, Vicky Machorro, Stacy Olea, Rhonda Holden, Manda Scott.

1. The special meeting was called to order at 5:02 PM. President Matt Altman announced that it was a special meeting because the regular meeting was during the winter holidays.

2. Approval of Agenda:

ACTION: On motion of Erica Libenow and second of Bob Davis, the Board members unanimously approved to amend the agenda due to a date mistake on the first page.

ACTION: On motion of Erica Libenow and second of Bob Davis, the Board members unanimously approved the agenda as amended.

3. Consent Agenda:

ACTION: On motion of Jon Ward and second of Erica Libenow, the Board members unanimously approved to amend the December 1st, 2022 special meeting due to a date mistake on the first page.

ACTION: On motion of Jon Ward and second of Erica Libenow, the Board members unanimously approved the consent agenda.

4. Public Comments/Announcements:

None.

5. Presentations:

Stacy Olea, Jeff Yamada, LeAnn Bolding, and Angela Bennett gave an update on the Clinic Phone System Improvement Project. The presentation included data on wait times,

callbacks, disconnected calls and duplicate calls that are inundating our PSR's with an average of 1 call per minute in a 6.5 hour period. Bennett stressed the importance of improving the process with our current staff and current software, not by adding staff or changing software. The biggest change was disabling the call queue as of the Tuesday following the Thanksgiving holiday, which prevents customers from constantly being on hold. The Board thanked the clinic team for all the work that went into the process improvement for this project. They look forward to the March meeting for an update.

President Matt Altman presented 3 SAFE CATCH awards to Jim Repsher, Nicole Hilderman, and Kristyn Carriveau, and shared the stories of how they were nominated. The Board thanked each one of the winners and all of the nominees for their diligence, effort and attention to details.

Julie Petersen, CEO, gave a presentation on Pediatrics at KVH and around the state. Petersen shared that around the Pediatric ER volumes statewide were up 200-300%. KVH initiated incident command in response to the surge of illnesses affecting Pediatrics, detailing how willing the staff was to work extended hours to meet the demands of the community.

6. Reports and Dashboards:

ACTION: On motion of Erica Libenow and second of Terry Clark, the Board members unanimously approved QAPI for 2023.

Mandee Olsen, CQO, also shared a few of the dashboard changes coming in 2023.

The Board members reviewed the CEO report with Julie Petersen. Petersen shared that Dr. Thomas Mirich has decided not to renew his contract with KVH and retire. Petersen and the Board wished him well and thanked him for his years of service. Petersen went on to report that Multicare in Yakima had its entire C-suite turnover, and a pipe break in the OR on She reached out to offer any assistance they may need during this time. Next, Petersen shared that Astria in Toppenish closed its OB program, and that other Critical Access Hospitals in the state have closed, making KVH the 6th smallest OB in Washington. Petersen noted that with Dr. Serrano leaving and Dr. Casey stepping away from OB, we are feeling that pinch in our OB department, but stated we were aggressively recruiting and looking for other ways to staff or support. Lastly Petersen shared how Astria Sunnyside has suspended some services including their Cath Lab, which may exacerbate issues of access in the entire Central WA region.

Vicky Machorro, CNO, reported that they have been exceptionally busy, with the CCU being record full and at times have had to rearrange elected surgeries until they had beds for those patients. As far as recruitment, it is much better, with ER only have 1 part time position, Med Surge with 1 full time position open, and OB has a pending .7 FTE position. The main pinch point being the OR, as they have 4 traveling nurses and no

applications for an OR nurse in about 15 months. Machorro stated that it takes about 9 months to train an OR nurse, because of the entire breadth of work they are trained on. Lastly Machorro stated that there were still supply chain issues that they were continually struggling with and that there was a large amount of staff education still occurring even though we have been so busy.

Rhonda Holden, CAO, reported that a CE PT Scheduler and a PT who does pelvic floor was hired. Holden informed the board that there was a fridge that went out of temp range in the lab and resulted in a loss of \$85,000 worth of reagents. Holden stated it was due to an alarm system not being integrated into the system monitoring and engineering correctly, but they have found the problem and know what needs to be done to prevent future losses.

Dr. O'Brien, Chief of Staff, discussed the providers for appointment/re-appointment, Dr. Mahdieh Assar, Dr. Rhonda Edison, Dr. Supriya Gupta, Dr. Taras Kindrat, Dr. Jonathan Meyer, Samuel Devore PA-C, and Kathleen Tucholke ARNP.

ACTION: On motion of Jon Ward and second of Bob Davis, the Board members unanimously approved the Medical Executive Committee Recommendations for Appointment and Re-Appointment.

Dr. Martin, CMO, reported that the incident command should stay in place until the 2nd or 3rd week of January. With the return to school after the holidays he expressed concern that there will be a resurgence of RSV and other Pediatric illnesses. Dr. Martin and Dr. Roberta Hoppe presented the outgoing Chief of Staff, Dr. Tim O'Brien with an award for his years of service as Chief of Staff. The entire organization and the Board of Commissioners thank Dr. O'Brien for his stewardship of his position and wish him well in the future. Lastly, Dr. Martin shared that Dr. Frick has agreed to be the Workplace Health Provider.

Scott Olander, CFO, shared that he was able to conclude the \$15,300,000.00 acquisition of debt in relation to the Expansion Project. Those funds are now being invested until the project starts. Olander shared that he received a call from the IRS informing him that the hospitals' 501(c)(3) application for expedited review was being denied. Olander informed the board that he submitted some CV's of foreign trained Doctors as reasons for the application to be reconsidered and that they do not have a formal rejection from the IRS at this time. Olander went on to share that KVH volumes were in excess of budget for November, by \$1,800,000.00, due primarily to surgeries and ER visits.

ACTION: On motion of Jon Ward and second of Erica Libenow, the Board members unanimously approved resolution 22-14 Surplus Personal Property.

Olander recognized Jason Adler, Senior Director of Finance Operations, for his extensive work on the 2023 Operating Budget. He met with every Senior Leader and Manager in the organization to develop the proposal. Olander explained that with the Board's desire to be the employer of choice in our community, they crafted the budget with a focus on reward/retention of our employees, moving away from travelers/contractors. Lastly Olander shared that the budget includes some of our current growth but is still quite conservative in its approach to spending.

ACTION: On motion of Jon Ward and second of Bob Davis, the Board members unanimously approved the 2023 Operating Budget.

7. Education and Board reports:

None.

8. Old Business:

President Matt Altman talked about the CEO Evaluation for Julie Petersen. He thanked senior leadership for their feedback and explained that they had a meeting with Petersen last week to discuss it. Erica Libenow expressed how productive and forward thinking the responses were during the process, expressing gratitude to the senior leadership team and to Julie for their efforts.

9. New Business:

None.

10. Executive Session:

At 7:45 p.m. President Altman announced that there would be a 10-minute recess followed by a 20 minutes executive session to discuss personnel/property per RCW [42.30.110\(b\)](#)

At 8:15 p.m. the Board came back from executive session.

11. Adjournment:

With no further business and no action taken, the meeting was adjourned at 8:16 p.m.

Respectfully submitted,

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

12. Conclusions:

1. Motion passed to amend the agenda due to a date mistake on the first page.
2. Motion passed to approve the agenda as amended.
3. Motion passed to amend the minutes from the December 1st board meeting due to a date mistake on the first page.
4. Motion passed to approve the consent agenda.
5. Motion passed to approve the QAPI for 2023.
6. Motion passed to approve the Medical Executive Committee Recommendations for Appointment and Re-Appointment.
7. Motion passed to approve the addition of Resolution 22-14 for Surplus Personal Property.
8. Motion passed to approve the 2023 Operating Budget.