



KITTITAS COUNTY PUBLIC HOSPITAL DISTRICT No. 1
BOARD OF COMMISSIONERS' REGULAR MEETING
KVH Conference Room A & B & Via Zoom
October 26, 2023

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

KVH STAFF PRESENT: Julie Petersen, Jason Adler, Manda Scott, Mandee Olsen, Ron Urlacher, Stacy Olea, Michele Wurl, Dede Utley, Tricia Sinek, Nassar Basmeh, Jeff Yamada, Kara Henderson, Katy Bellotti

MEDICAL STAFF PRESENT: Dr. Roberta Hoppe

1. At 5:00 p.m., President Matt Altman called the Budget Hearing to order. The Board members reviewed the 2024 budget with Jason Adler.

ACTION: On motion of Erica Libenow and second of Jon Ward, the Board members unanimously approved Resolution No. 23-04 adopting the 2024 budget.

ACTION: On motion of Erica Libenow and second of Bob Davis, the Board members unanimously approved Resolution No. 23-05 authorizing the regular property tax levy.

President Altman adjourned the Budget Hearing at 5:03 p.m.

2. At 5:04 p.m., President Matt Altman called the regular board meeting to order.

3. **Approval of Agenda:**

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

4. **Consent Agenda:**

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

5. **Public Comment/Announcements:**

None

6. **Presentation:**

President Altman presented Safe Catch Awards for 2023 as follows: 2nd Quarter Clinical Award to Hanna Hester, Patient Care Technician, Emergency Services for

recognizing potential complications and taking practice action.; 2nd Quarter Non-Clinical to Terry Yenter, HR Division Assistant, Human Resources for following up on a hunch that something didn't seem right; 3rd Quarter Non-Clinical to Kristi Ridlon, Materials Management for taking action when she discovered water in the OR hallway.

Manda Scott, Chief Human Resource Officer and Patrick Gibney, Director of Training & Operations at AVADE gave a presentation on Workplace Violence Prevention. Scott reviewed the components of our Workplace Violence Committee as well as our strategies and education. Gibney stated that healthcare workers are ranked #1 for Workplace Violence events and further stated that healthcare workers are 5 times more likely to be assaulted than any other profession. Gibney reviewed the levels of training provided by AVADE

7. Reports and Dashboards:

Mandee Olsen reviewed the QI dashboard and summary as well as the topics that were covered at the last QI Council meeting. Olsen stated that out of 820 employees we are compliant with 608 with either being vaccinated or having received documentation for flu vaccines to date.

The Board members reviewed the CEO report with Julie Petersen. Petersen stated that the QAPI's are allowing us to develop care from the ground up and we will be creating some focus groups and reengaging with PFAC (Patient Family Advisory Committee).

The Board members reviewed the Human Resources and Staff Development report with Manda Scott.

Ron Urlacher stated that the expansion project is moving along. They are planning to pour concrete next week and will start to erect steel. Urlacher reviewed some of the construction progress pictures with the Board.

The Board members reviewed the operations report with Dede Utley, Nasser Besmah filling in for Rhonda Holden and Stacy Olea. Utley stated that Med Surg just welcomed their first international nurse. Olea stated that they have recruited two hospital nurses and they are in the process of expanding walk-in services in Rapid Access.

Chief of Staff Dr. Roberta Hoppe stated that the recent Chartis meeting was a big success and very well attended. Dr. Hoppe presented the MEC's recommendations for appointments and reappointments to the Board.

ACTION: On motion of Terry Clark and second of Erica Libenow, the Board members unanimously approved the appointments for Dr. Natalie Cassell, Dr. John Dawson, Dr. Lisa Galbraith, Dr. Richard George, Dr. Jacintha Raj, Rhonda Ramm, ARNP, Kelly Sargent, PA-C, Dr. Daniel Smith, Hanh Truong, CRNA and the reappointments for Dr. Brian Cox, Dr. Stewart Kerr, Dr. Sheila Lynam, Dr. Daniel Thorner, Dr. Andrew Gustavson, and Carissa Dahl, ARNP, as recommended by the Medical Executive Committee.

The Board members reviewed the Chief Medical Officer report.

Jason Adler reported on KVH's financial performance for September. Adler stated that our in-patient numbers continue to be lower due to lower amounts of deliveries and with the increase in observation patients. Adler stated that clinic visits were down in the month of September and 14% below budget due to provider absences. Adler stated that salaries continue to be below budget but that is offset by our locums and contracted services.

ACTION: On motion of Bob Davis and second of Jon Ward, the Board members unanimously approved the capital expenditure request for the infant resuscitation plumbing for medical air.

The Board members reviewed the Community Relations report with Michele Wurl. Wurl stated that she recently attended a meeting regarding the I-90 Vantage bridge rebuild that will begin in the spring. Wurl stated that they are expecting some significant delays due to lane reductions and it is expected to be a 4-year project.

8. Education and Board Reports:

President Altman stated that he and Commissioner Clark attended the annual WSHA meeting this week.

9. Old Business:

None.

10. New Business:

ACTION: On motion of Erica Libenow and second of Bob Davis, the Board members unanimously approved the 2024 Board Officers: Matt Altman as President, Jon Ward as Vice-President, and Terry Clark as Secretary.

ACTION: On motion of Erica Libenow and second of Jon Ward, the Board members unanimously approved the 2024 Board Committees.

The Board Calendar was reviewed and will be redistributed with date changes and additional meetings as they are scheduled.

President Altman reviewed the process used last year for the CEO evaluation and stated that the evaluation tool will be emailed out and they will then summarize it and meet with SLT.

11. Executive Session:

At 7:14 p.m., President Altman announced that there would be a 6-minute recess followed by a 20-minute executive session regarding real estate and personnel. RCW 42.30.110(b)(g). Action was anticipated.

At 7:40 pm, the meeting was reconvened into open session.

ACTION: On motion of Erica Libenow and second of Bob Davis, the Board members unanimously authorized Administration to establish a minimum wage of \$18.00 per hour for the noncontract employees of the district effective for the calendar year 2024. Further, the Board encouraged administration to negotiate wages for employees covered by collective bargaining agreements to ensure that the \$18.00 minimum wage is reflected in the 2024 wage scales for employees covered by collective bargaining agreements.

12. Adjournment:

With no further action and business, the meeting was adjourned at 7:42 p.m.

CONCLUSIONS:

1. Motion passed to approve Resolution No. 23-04 for adoption of the 2024 Budget.
2. Motion passed to approve Resolution No. 23-05 for authorization for the 2024 Regular Property Tax Levy.
3. Motion passed to approve the board agenda as presented.
4. Motion passed to approve the consent agenda as presented.
5. Motion passed to approve the reappointments as recommended by the Medical Executive Committee.
6. Motion passed to approve capital expenditure request for the infant resuscitation plumbing for medical air.
7. Motion passed to approve the slate of Board Officers for 2023.
8. Motion passed to approve the Board Committee assignments for 2023.

9. Motion passed to establish a minimum wage of \$18.00 per hour for the noncontract employees of the district effective for the calendar year 2024. Further, the Board encouraged administration to negotiate wages for employees covered by collective bargaining agreements to ensure that the \$18.00 minimum wage is reflected in the 2024 wage scales for employees covered by collective bargaining agreements.

Respectfully submitted,

Mandy Weed/Jon Ward
Executive Assistant, Board of Commissioners