



KITTITAS COUNTY PUBLIC HOSPITAL DISTRICT No. 1
BOARD OF COMMISSIONERS' REGULAR MEETING
KVH Conference Room A & B & Via Zoom
January 25, 2024

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

KVH STAFF PRESENT: Julie Petersen, Jason Adler, Manda Scott, Mandee Olsen, Ron Urlacher, Stacy Olea, Tricia Sinek, Nassar Basmeh, Jeff Yamada, Rhonda Holden, Dr. Tim O'Brien, Dr. Kevin Martin, Rhonda Holden, James Sivonen, Kara Henderson, Michele Wurl, Dede Utley, Angela Bennett

MEDICAL STAFF PRESENT: Dr. Roberta Hoppe

1. At 5:00 p.m., President Matt Altman called the regular board meeting to order.

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 add a discussion regarding Habitat for Humanity under new business.

3. **Consent Agenda:**

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

4. **Public Comment/Announcements:**

Joan Bennett thanked the Board for their dedication and stated that she has asked the League of Women to arrange a meeting with our elected officials.

5. **Presentation:**

Angela Bennett stated that they rolled the phone improvement project out at Family Medicine Ellensburg in November of 2022 and that at that time they partnered with staff in the clinic and IT to start tracking data. Bennett stated that they now have a year's worth of data and a group from KVH went on a site visit to Mason General for ideas. Bennett reviewed some of the changes that have been made such as moving the staff dedicated to answering the phones out of the clinic and over to the MAC Annex. Jeff Yamada stated that the phone company will also be changing owners in March and he will reach out to them to see if they have any additional options. Bennett stated that they continue to have team meetings and balance workloads.

6. Reports and Dashboards:

Mandee Olsen stated a group has been working closely all week drafting a plan of correction in response to the EMTALA investigation and will be submitting that tomorrow. Olsen gave an overview of the complaint that was filed and reviewed the QI dashboard and summary with the Board members.

The Board members reviewed the CEO report with Julie Petersen. Petersen stated that the Attorney General has acknowledged receipt of our response letter regarding the Reproductive Privacy Act. She recently took the Civil Treatment training and it was a great training and a good refresher.

The Board members reviewed the Human Resources and Staff Development report with Manda Scott. Scott stated that her report included the year-end report for 2023 and that we had a little uptick in turnover. Of that turnover, thirty percent was per diem staff. Petersen stated that HR is doing a good job removing per diems if they aren't available for the required number of shifts.

Ron Urlacher stated that the roof is complete on the expansion project and the building is dried in. On Monday the crews will start the mechanical and electrical rough-ins.

The Board members reviewed the operations report with Dede Utley, Rhonda Holden, and Stacy Olea. Holden stated that Hospice Hearts and Hands is longer able to provide volunteers for and us and we will be looking internally to see how we can absorb it.

The Board members reviewed the support services report with Michele Wurl, Jeff Yamada, and Ron Urlacher. Wurl stated that the open house for the MAC will be on February 20th. Yamada stated that included in his report are a number of year-end statistics and that they just completed the yearly risk assessment. Urlacher stated that Engineering made some good progress last year getting some of the critical preventative maintenance (PM'S) caught up.

Chief of Staff Dr. Roberta Hoppe presented the MEC's recommendations for initial appointments and reappointments to the Board.

ACTION: On motion of Erica Libenow and second of Terry Clark, the Board members unanimously approved the initial appointments for Sergio Fernandez, ARNP, Dr. Manavjot Sidhu, and the reappointments for Dr. David Drick, Dr. John

Hwang, Dr. Mitul Kanzaria, Dr. Thomas King, Dr. Jeffrey Pett, Dr. Manisha Shah, Dr. Ankit Upadhyay, and Joseph Nebeker, PA-C, as recommended by the Medical Executive Committee.

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

Jason Adler reported on KVH's financial performance for December. Adler stated that we continue to have a number of providers on leave, resulting in clinic visits being down with an overall operating loss for the month. Adler stated that we were still very positive for the year. Adler stated that days cash on hand decreased due to the expansion project and that spending was anticipated and that our agency labor is significantly down. Adler stated that it is getting harder and becoming more work to get insurance companies to pay claims and is causing staff a lot of extra work.

ACTION: On motion of Erica Libenow and second of Bob Davis, the Board members unanimously approved Resolution No. 24-01 to Surplus Property.

7. Education and Board Reports:

President Altman stated that he and Commissioner Ward along with Dede Utley will be attending the WSHA Advocacy Days in Olympia on January 30.

9. Old Business:

None.

10. New Business:

President Altman stated that he wanted to start the conversation regarding travel and compensation for the Board. President Altman reviewed the Commissioner Compensation policy and what counts as a meeting. President Altman stated that the Board needs to monitor their expenses so it can be a good steward of district resources. Board should think about how to revise the policy, which we will discuss at the next meeting. President Altman stated that for 2024 the Board has a travel and education budget of \$25,000 for the year. President Altman stated that they will also consider the travel budget at the next meeting.

Commissioner Libenow stated that she met with Stephanie Bowen from Habitat for Humanity and their mission is to educate those that may need to partake in their services. Commissioner Libenow stated that she would like to invite her to come to the Board meeting in February.

11. Executive Session:

At 7:10 p.m., President Altman announced that there would be a 5-minute recess followed by a 15-minute executive session regarding real estate and personnel. RCW 42.30.110(b). No Action was anticipated.

At 7:30 pm, the meeting was reconvened into open session.

12. Adjournment:

With no further action and business, the meeting was adjourned at 7:31 p.m.

CONCLUSIONS:

1. Motion passed to approve the board agenda as amended.
2. Motion passed to approve the consent agenda as presented.
3. Motion passed to approve the reappointments as recommended by the Medical Executive Committee.
4. Motion passed to approve Resolution No. 24-01 to Surplus Property.

Respectfully submitted,

Mandy Weed/Terry Clark
Executive Assistant/Secretary - Board of Commissioners