



**BOARD OF COMMISSIONERS  
PUBLIC HOSPITAL DISTRICT 1  
OF KLICKITAT COUNTY**  
Regular Open Public Meeting  
February 15, 2017 – 4:00 p.m.

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## **REGULAR MEETING MINUTES**

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A regular meeting of the Klickitat Valley Health (KVH) Board of Commissioners was held on Wednesday, February 15, 2017 at 4:00 p.m., in the KVH Conference Rooms A&B. Commissioner Dennis Carver, President of the Board of Commissioners was the presiding officer. A quorum was present including: Commissioners John Quinn, Connie Pond and Mark Sigfrinius and Jim Daniel.

Also present were: Leslie Hiebert, CEO; Jamie Eldred, Controller; Charis Weis, Director of Human Resources; Kasey Schneider, Director of Quality and Risk; Annie Stone, ARNP, Family Medicine Clinic Director; Haley Greve, DNS; Jeff Teal, Director of Safety and Compliance; Jonathan Hatfield, IT Manager; Jacinto Orozco, MD, Chief of Medical Staff; and Barbara Bostick, Executive Administrative Assistant & Recorder.

### **CALL TO ORDER, APPROVAL OF AGENDA, & CONFLICT OF INTEREST**

**DISCLOSURE** Board President Carver called the meeting to order at 4:01 p.m. Commissioner Pond made a motion to approve the Agenda as presented with the addition of 2017 PI Plan to be presented along with the CAH Annual Review for consideration and approval by the Board. Commissioner Sigfrinius seconded, the motion carried unanimously. Board President Carver requested disclosure from the Commissioners of any conflict of interest with items on the Agenda. All Commissioners present noted that they had no conflict of interest.

### **BUSINESS FROM THE AUDIENCE**

There was no business from the audience.

### **CONSENT ITEMS**

Commissioner Daniel moved that the consent agenda be approved as follows:

- Regular Meeting Minutes from January 18, 2017; and
- Accounts Payable in the amount of \$804,251.81 and
- Payroll in the amount of \$59,929.40; and
- Electronic Transfers in the amount of \$1,047,262.86; and
- Bad Debt in the amount of \$13,939.59; and
- Charity Care in the amount of \$ 46,929.85.

The motion was seconded by Commissioner Quinn. The motion carried unanimously.

### **BOARD EDUCATION/SPECIAL PRESENTATION**

Kasey Schneider provided a PowerPoint presentation of the CAH Annual Review. See copy of PowerPoint in Board Book. She also provided the 2017 PI Plan. See copy in Board Book. Commissioner Sigfrinius made a motion to approve the CAH Annual Review as presented. The motion was seconded by Commissioner Pond. The motion carried unanimously. Commissioner Daniel made a motion to approve the 2017 PI Plan as presented. The motion was seconded by Commissioner Pond. The motion carried unanimously.

## **CONTINUING BUSINESS**

### **Medical Staff Report.**

Dr. Orozco provided a brief overview of the February Medical Staff meeting. Dr. Orozco reported that the ultrasound that was ordered for the Emergency Department has arrived. He noted that the ED physicians will be going through training in its use. He noted that it was a good investment by the hospital and will be utilized by other department. He commented that additional consideration needs to be done regarding billing for services and also determination as to whether credentialing is necessary before it is used.

### **Family Medicine Clinic Report.**

Annie Stone, ARNP, Family Medicine Clinic Director reported that there have been a lot of cancellations in the clinic due to the weather. She also noted that the clinic is down one of their regularly scheduled MA's. She noted that the clinic is moving forward with the scribe program and that Kelly Schroeder was selected to be the first scribe. She is training with Annie and they scribed for Kayla Elliott today for their initial training. Annie, noted that additional MA's will need to be hired before the scribe program can be expanded. Annie reported that Dr. Baumeister's schedule is filling up and he will be working full time, four days a week providing Pain Management Services. Annie also noted that Dr. Plotts' schedule is also filling up quickly and she is doing well. Additionally, Annie reported that there will be CME presentations for providers done monthly with the providers each signing up for one of the presentations. She noted there was 100% participation at the CME presentation by providers today.

## **NEW BUSINESS**

- **Employee Focus Group Report.**

Charis Weis, Director of Human Resources provided an overview of the recent three employee focus group meetings. She noted that the top three issues, Internal Communication, more timely performance feedback, and stronger teamwork between departments were addressed by the employee focus groups. Charis noted that there were 20 individuals who participated and that the groups represented the different areas of the district well. She explained that at the initial meeting the group went over areas that are going well and what things were areas of opportunity for growth. The second meeting was a brain storming session and allowed the participants to talk with their coworkers for ideas and suggestions for additional input. In the third meeting the participants broke into three groups and created a list of ideas from the suggestions of coworkers and the information gathered in the second meeting. Each group then came up with 1-3 ideas that could be implemented throughout the district.

- **Resolution 2017-02 Surplus Property.**

Commissioner Pond made a motion to approve Resolution 2017-02 surplus property as presented. Commissioner Quinn seconded the motion. The motion carried unanimously.

- **Marketing and Branding.**

Jim Semlor presented a PowerPoint explaining the importance of current branding and establishing a promise to the community through the brand that would be carried through every interaction within the district. He explained that there were several options available for consideration including updating the name and the brand, or just updating the brand. The Board asked that Jim email them the PowerPoint information so that they could take time to review it. A special meeting of the Board will be scheduled for additional information/presentation regarding branding options.

## **BOARD, MEDICAL STAFF, and ADMINISTRATIVE REPORTS**

Written reports were presented from Leslie Hiebert, CEO; Jamie Eldred, Director of Finance; Kasey Schneider, Director of Risk and Quality; Charis Weis, Human Resources Director; Haley Greve, DNS, Jacinto Orozco, MD Chief of Medical Staff; Jonathan Hatfield, IT Director and Jeff Teal, PhD, Director of Safety and Compliance. Commissioner Quinn made a motion to accept the reports as presented; Commissioner Pond seconded the motion. The motion carried unanimously.

#### EXECUTIVE SESSION

- President Carver announced that the Board of Commissioners would go into an approximately 20 minute **Executive Session** beginning at 6:51 p.m. for the purposes permitted by RCW 70.44.062 (1) regarding Medical Staff and RCW 42.30.110 (g) to evaluate the qualifications of an applicant for public employment or to review the performance of a public employee. The Board returned to public session at 7:11 p.m.

#### COMMENTS OR ACTIONS RESULTING FROM EXECUTIVE SESSION

- Commissioner Daniel moved to approve the following individual(s) for initial appointment to Medical Staff: Krystal Plotts, MD – Family Medicine Clinic, and Stephen Dechter, DO – Pain Clinic as well as reappointment to Medical Staff: Troy Witherrite, MD (Courtesy Physician); and Tom Ochiai, MD Active Physician, and acceptance of temporary privileges granted to John Baumeister, DO. Commissioner Sigfrinius seconded the motion. The motion carried unanimously.

#### ADJOURNMENT

There being no further business to come before the Board of Commissioners, Commissioner Daniel moved that the meeting be adjourned at 7:13 p.m. The motion was seconded by Commissioner Sigfrinius.

  
Dennis Carver, Board President

  
John Quinn, Board Secretary