



BOARD OF COMMISSIONERS
Public Hospital District No. 1 of Klickitat County
DBA Klickitat Valley Health (KVH)
Regular Open Public Meeting
September 20, 2017 – 4:00 p.m.

REGULAR MEETING MINUTES

A regular meeting of the Klickitat Valley Health (KVH) Board of Commissioners was held on Wednesday, September 20, 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.

Also present were: Leslie Hiebert, CEO; Jamie Eldred, Director of Finance; Charis Weis, Director of Human Resources; Annie Stone, ARNP, Family Medicine Clinic Director, Jacinto Orozco, MD, Chief of Medical Staff; Jonathan Hatfield, IT Manager; Jeff Teal, Ph.D., Director of Safety and Compliance; Kasey Schneider, Director of Quality and Risk, Cori Christensen, Nursing Manager 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 4:03 p.m. Commissioner Sigfrinius made a motion to approve the Agenda as presented. Commissioner Quinn 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 Quinn moved that the consent agenda be approved as follows:

- Regular Meeting Minutes from August 16, 2017;
- Accounts Payable in the amount of \$898,567.95; and
- Payroll in the amount of \$48,935.51; and
- Electronic Transfers in the amount of \$1,115,106.11; and
- Bad Debt in the amount of \$182,736.96; and
- Charity Care in the amount of \$58,081.70.

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

BOARD EDUCATION/SPECIAL PRESENTATION

Leslie Hiebert provided a PowerPoint overview of the Population Health Flex Grant: Improving Dental Healthcare Access in Eastern Klickitat County Feasibility study final report. (Copy of PowerPoint included in Board book).

CONTINUING BUSINESS

Medical Staff Report.

Dr. Orozco reported that there was no Medical Staff meeting in August, so there is no credentialing to come before the Board for consideration. He noted that he would be happy to answer any questions if the Board had any for him. Commissioner Pond asked if the Board should be better educated on the credentialing process as they approve the Medical Staff credentialing. Leslie Hiebert noted that she would ask Marguerite Kelley, KVH Medical Staff Coordinator, to do a Board Education presentation regarding the credentialing process.

Family Medicine Clinic Report.

Annie Stone, ARNP, Family Medicine Clinic Director reported that there was an expected seasonal dip in the August clinic visit numbers. She noted that the locum Shayne Blevins, ARNP is doing a great job with same day appointments. She reported that he is keeping busy and is well liked by staff and patients. Annie noted that Peggy Nicholson, ARNP came on Monday to interview and that she has worked in a rural area previously and has a great interest in working with patients with chronic diseases, i.e. diabetes. Annie noted that a nurse from DOH will be at the Family Medicine Clinic next week to do a mock infection prevention survey. Annie is hoping to get some insight and guidance regarding the continual recurrence of strep infections being seen at the Clinic. She also reported that the MA apprenticeship program is going to be starting in Moses Lake on October 6th and there are four employees, two current MA's and two patient registration clerks that will be participating in the program. Annie expressed gratitude to Charis Weis, HR Director for her efforts in working this out for them. She noted that the Provider satisfaction is still overall good at 8-10 with scribes remaining the number one request. Charis expressed appreciation to Annie and her staff for the improvements at the clinic that are being noticed and commented on throughout the community. Annie stated that "Leslie sets the tone".

NEW BUSINESS

- **Energy Project.**

Jonathan Lewis provided an overview of the process obtaining the energy grant that was received recently, as well as the requirements for use of its funds. He explained the cost savings that will be achieved by the implementation of two energy improvement projects that were noted by AMERSCO to be viable projects for the District; these projects

include changing all of our current lighting to high efficient LED lights, and upgrading our vintage numatic heating and air conditioning controls to a digital system. Leslie Hiebert noted that saving net cash savings of ½ million dollars in 20 years is a good financial decision as it pays for itself over time. Commissioner Pond made a motion to authorize Leslie Hiebert, CEO to move forward with entering into the contract with the Department of Enterprise Services and to execute all required documentation and agreements necessary.


- **Resolution 2017-10 Construction Loan**
Leslie Hiebert reviewed the process taken by Jamie Eldred, Director of Finance, to complete the construction loan process. She noted that the USDA loan requires that interim financing through a construction loan be secured. Brad Berg, Attorney with Foster and Pepper, provided Resolution 2017-10 to ensure that all document requirements were met. Commissioner Sigfrinius made a motion to approve Resolution 2017-10 as presented and to authorize Leslie Hiebert, CEO to execute all necessary loan documents and agreements. Commissioner Quinn seconded the motion. The motion carried unanimously.
- **Resolution 2017-11 Surplus Property.** Commissioner Quinn made a motion to approve Resolution 2017-11 Surplus Property as presented. Commissioner Pond seconded the motion. The motion carried unanimously.
- **Revision of Policy on Policies, Bylaws, and Medical Staff Rules and Regulations.** Jeff Teal reviewed the revisions that were made and explained that the proposed revision reflects the changes that are currently in practice as well as changes that were made as part of the corrective action for the DOH hospital site review in July. He noted that completion of a review of all patient care policies and procedures must be done at least annually and is a requirement of CMS. Commissioner Pond made a motion to approve the September 18, 2017 draft revision of Policy on Policies, Bylaws, and Medical Staff Rules and Regulations. Commissioner Quinn seconded the motion. The motion carried unanimously.

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; Hayley Greve, DNS; Jonathan Hatfield, IT Manager; Jeff Teal, Ph.D., Director of Safety and Compliance. Commissioner Sigfrinius made a motion to accept the reports as presented; Commissioner Pond seconded the motion. The motion carried unanimously.

ADJOURNMENT

There being no further business to come before the Board of Commissioners, Commissioner Quinn moved that the meeting be adjourned at 7:09 p.m.. The motion was seconded by Commissioner Pond. The motion carried unanimously.



Dennis Carver, President



John Quinn, Board Secretary