



BOARD OF COMMISSIONERS
Public Hospital district No. 1 of Klickitat County
DBA Klickitat Valley Health (KVH)
Regular Open Public Meeting
October 18, 2017

REGULAR MEETING MINUTES

A regular meeting of the Klickitat Valley Health (KVH) Board of Commissioners was held on Wednesday, October 18, 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, Jim Daniel, 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; Jeff Teal, Ph.D., Director of Safety and Compliance; Kasey Schneider, Director of Quality and Risk, Hayley Greve, DNS and Barbara Bostick, Executive Administrative Assistant & Recorder and Marguerite Kelley, Medical Staff Coordinator.

CALL TO ORDER, APPROVAL OF AGENDA, & CONFLICT OF INTEREST DISCLOSURE

Board President Carver called the meeting to order at 4:00 p.m. Commissioner Quinn made a motion to approve the Agenda as presented. 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

One community member addressed the Board with concerns regarding private pay charges.

CONSENT ITEMS

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

- Regular Meeting Minutes from September 20, 2017; and
- Special Meeting Minutes from September 21, 2017 and October 16, 2017; and
- Accounts Payable in the amount of \$869,710.46; and
- Payroll in the amount of \$52,865.72 and
- Electronic Transfers in the amount of \$1,102,149.28; and
- Bad Debt in the amount of \$2,003.12; and
- Charity Care in the amount of \$2,218.94.

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

BOARD EDUCATION/SPECIAL PRESENTATION

Marguerite Kelley provided information to the Board regarding the Medical Staff Credentialing process. She provided a PowerPoint presentation that is included in the Board book.

CONTINUING BUSINESS

Medical Staff Report.

Dr. Orozco provided a brief overview of his submitted written report. He noted that there is a new mandate from WA State that requires a limit to take-home prescription. He noted that the Emergency Department is going to work on making sure that the physician's DEA number and patient's physical address are included in the documentation for take narcotic take home packs. He also noted that there has been some concern relating to the ordering of or referrals for follow-up care for patients seen in the Emergency Department. It was noted that Gail Garcia and Jane Dymant are doing a good job in addressing follow-up care for the patients seen in the Emergency Department to ensure appropriate follow up is done and return visits to the Emergency Department are reduced.

Family Medicine Clinic Report.

Annie Stone, ARNP, Family Medicine Clinic Director reported that there have been 372 flu shots given at the clinic so far. She noted that the recent DOH voluntary Infection Control Assessment went well and there were three areas noted to improve upon including: Improving documentation, rearranging work areas to ensure separation of clean and unclean items, and training regarding cleaning equipment. Annie also noted that she discussed the recurrent strep throat issue with the DOH Infection Control Nurse as well as an Epidemiology Fellow with the Department of Health. They asked a lot of questions, but were not able to provide any insight or suggestions. However, Gail Garcia has been collecting data regarding symptoms and culture results and Annie will send that information to the DOH. Annie is going to talk to Nicki Cox, Technical Supervisor in the Laboratory Department, regarding the possibility of doing sensitivity testing on strep cultures. Annie noted there is a cost associated with the sensitivity training and it has yet to be determined if that cost will be absorbed by KVH or if the DOH may be willing to assist with the cost. Additionally, Annie noted that she has reached out to the White Salmon Clinic to see if they are facing similar issues, and has not received any feedback from them.

Annie also reported that the MA-R apprenticeship is off and running. She noted that the clinic staff have embraced the project and everyone is working together. She reported that Leslie Hiebert, CEO, has given her information regarding a tele-scribe program that may be considered. It would allow a scribe located in Florida, to provide scribe services via a webcam in the patient room which would allow the provider and the scribe to communicate effectively. She noted that the vendor will be onsite to do a demo.

Additionally, Annie noted that she will be meeting with Greg Sawyer, from Comprehensive Mental Health next week. She explained that he will be the tele-psych provider that will be providing consultations to the Family Medicine Clinic providers for challenging mental health patients.

Quarterly Strategic Plan Update.

Leslie Hiebert reviewed the quarterly Strategic Plan update with the Board. She noted that at next month's meeting the Board should consider what to include as strategic objections for 2018. She noted that two that she believes should be included are dental care in the clinic as well as establishment of Honoring Choices. Commissioner Quinn inquired about pharmacy services and Leslie noted that the data pulled indicates that 55% of the prescriptions ordered from the clinic are currently being filled outside of Goldendale, including mail order. This data supports the concern expressed by community members and District providers that local access to pharmacy is an issue for more than ½ of our patients.

NEW BUSINESS

- **Resolution 2017-12 Surplus Property.** Commissioner Sigfrinius made a motion to approve Resolution 2017-12 Surplus Property as presented. Commissioner Pond 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 Pond made a motion to accept the reports as presented; Commissioner Sigfrinius seconded the motion. The motion carried unanimously.

BOARD SELF-EVALUATION

The Board elected to defer completion of the Board self-evaluation to the regular meeting in November to allow the board members to review the evaluation form and complete their individual evaluation forms. They will discuss their individual evaluation forms in November and determine a consensus to be included in the Board book.

EXECUTIVE SESSION

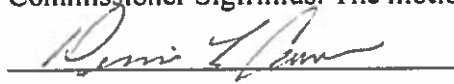
- Board President Carver announced that the Board of Commissioners would go into an approximately 5 minute **Executive Session** beginning at 6:31 p.m. for the purposes permitted by RCW 70.44.062 (1) regarding Medical Staff. The Board returned to public session at 6:36 p.m.

COMMENTS OR ACTIONS RESULTING FROM EXECUTIVE SESSION

Commissioner Daniel moved to acknowledge of notification of temporary privileges granted to Arnold Cha, MD - Locum tenen – Emergency Department; and approval/acknowledgement of delegated credentialing for John Bodenhamer, MD; Mark Guilfoyle, DO; and Jaime Salvatore, DO – Virtual Radiologic Professionals, as Telemedicine Physicians, Diagnostic Radiologist (Teleradiologist Only). Commissioner Sigfrinius 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 6:37 p.m.. The motion was seconded by Commissioner Sigfrinius. The motion carried unanimously.



Dennis Carver, President



John Quinn, Board Secretary