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**BOARD OF COMMISSIONERS**  
PUBLIC HOSPITAL DISTRICT NO. 1 OF KLICKITAT COUNTY  
Special Meeting Open Public Meeting KVH  
Conference Rooms A&B  
January 4, 2018 12:00 noon

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## SPECIAL MEETING MINUTES

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A special meeting of the Klickitat Valley Health (KVH) Board of Commissioners was held on Thursday, January 4, 2018 at 12:00 p.m. in the KVH Conference Rooms A&B. Commissioner Dennis Carver was the presiding officer. A quorum was present including: Commissioners John Quinn, Mark Sigfrinius, Jim Daniel, and Connie Pond.

Also present were: Jamie Eldred, Director of Finance, Leslie Hiebert, CEO, Jim Semlor, Marketing, Kasey Schneider, CNO; Jonathan Lewis, Plant Manager and Barbara Bostick, Executive Administrative Assistant and Recorder. Additionally there were Home Health and Hospice department employees in attendance.

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

President Carver called the meeting to order at 12:00 noon. 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.

### SPECIAL MEETING BUSINESS

- Leslie Hiebert, CEO, reported that since the previous Board meeting, Kyna Bighorn, the current Home Health and Hospice Manager has accepted a position as the Acute Care/ED Manager. She noted that Bryan Wilson, is here as an Interim Manager for Home Health and Hospice. Bryan provided a brief overview of his previous work experience. Leslie noted that Kyna and her staff have done a lot of work to consolidate and cut expenses as much as they can. She thanked them for their hard work and commitment.

Jamie Eldred, Director of Finance, provided an overview of financial projections with Home Health and Hospice continuing and also with coverage of the entire county as well as with a more limited focus on the local area. There was discussion regarding the service area boundaries primarily being on the east end of the County and Kyna provided a map that outlined the primary service area as including Klickitat, Roosevelt and Bickleton, but not including Trout Lake, Glenwood or White Salmon. Jamie reiterated that patients in those areas would not be denied services, they would be given the option to get services through VHS, but if they still wanted services through KVH instead that they would be provided those services.

Jamie noted the importance of our patients knowing they can obtain Home Health services here and don't have to go with another agency just because they have had services through MCMC or other providers outside of KVH.

Jim Semlor provided information on additional marketing that can be done to increase visibility and awareness of services such as the swing bed program and Home Health and Hospice. He noted advertising on social media, as well as pamphlets, signage and radio ads would be beneficial.

Jamie reviewed the overhead cost reduction efforts being made by the Home Health and Hospice staff including reducing the size of their footprint by consolidating office space to less than half of the space previously being used, as well as the potential for using laptops in the field and connecting the laptop to a monitor for use in the office rather than having both a desk top and a lap top to reduce IT costs. She noted that that the proposed cost reduction efforts, and picking up the patients currently being seen in our area by VHS would potentially change the overhead allocation to \$144,131 an improvement over the budgeted \$288,261 overhead allocation. She noted that the remaining loss of approximately \$2,100 would be minimal in comparison to the projected loss and could be potentially made up through ancillary services provided to Home Health and Hospice patients. She also noted the importance of the service to the community.

Commissioner John Quinn inquired if there was data regarding the loss to ancillary services if Home Health was discontinued, Jamie responded that there would be a definite loss to ancillary services, however she does not have a report that has specific data related to what the potential loss would be.

Leslie noted that there are variables that would impact the success of the program including the need for increased marketing and increasing our market share as the \$2,100 loss is based on recapturing the patients in our area that are currently being seen by VHS. She went on to note that the State is beginning to recognize that Medicare patients in rural areas are not utilizing Home Health and Hospice services and are developing pilot programs that we may qualify to participate in. She also noted that we may be able to begin providing palliative care in addition to Home Health and Hospice and in doing so we could provide all three levels of service, while VHS does not provide palliative care which would allow us to pick up additional patients.

Jamie Eldred noted that she would be able to provide a financial report regarding the status of the Home Health and Hospice program monthly to the Finance Committee to keep the Board aware of the progress being made with increased efficiency efforts.

Commissioner Quinn made a motion to continue the Home Health and Hospice program with focused effort on providing care in the local area. Commissioner Pond seconded the motion. The motion carried with four voting in favor of and one (Commissioner Daniel) voting against. Commissioner Daniel noted that his reason for voting against the motion was due to his concern for patients on the west side of the county. Leslie Hiebert noted that there were several options for Home Health and Hospice Care on the west end of the county and Jamie Eldred again noted that if a patient on the west side of the county did not wish to obtain services through the other agencies they would not be denied service by KVH Home Health and Hospice.

Commissioner Daniel made a motion to table the Board self-evaluation to the February meeting Quinn seconded the motion. The motion carried unanimously.

Commissioner Quinn made a motion to adjourn the meeting at 12:43. Commissioner Sigfrinius seconded the motion. The motion carried unanimously.



Dennis Carver, Board President



John Quinn, Board Secretary