



**BOARD OF COMMISSIONERS
PUBLIC HOSPITAL DISTRICT NO. 1 OF KLICKITAT COUNTY**
Regular Meeting Minutes October 17, 2018; 4:00 p.m.
KVH Conference Rooms A&B

REGULAR MEETING MINUTES

A regular meeting of the Klickitat Valley Health (KVH) Board of Commissioners was held on Wednesday, October 17, 2018 at 4:00 p.m. in the KVH Conference Rooms A&B. Commissioner Sigfrinius, President of the Board of Commissioners, was the presiding officer. A quorum was present including: Commissioners John Quinn, Connie Pond, and Dennis Carver.

Also present were: Leslie Hiebert, CEO; Jamie Eldred, Director of Finance; Jacinto Orozco, MD, Chief of Medical Staff; Kasey Schneider, CNO and Directory of Quality and Risk; Charis Weis, Director of Human Resources and Community Outreach; Jonathan Lewis, Environmental Services Director and Safety Officer; Jonathan Hatfield, IT Director and Senior Compliance Officer; Annie Stone, ARNP, Family Medicine Director attended until 4:30 p.m. and Barbara Bostick, Executive Administrative Assistant.

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

President Sigfrinius called the meeting to order at 4:01 p.m. Commissioner Carver made a motion to approve the Agenda as presented. Commissioner Pond seconded, the motion carried unanimously. Board President Sigfrinius 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 AGENDA

Commissioner Pond made a motion to approve the September Consent Agenda as presented, including:

- Regular meeting minutes from September 19, 2018; and Special meeting minutes from September 26, 2018; and
- Accounts Payable in the amount of \$664,685.27; and
- Payroll Warrants in the amount of \$58,127.20; and
- Electronic Transfers in the amount of \$1,187,830.45; and
- Bad Debt in the amount of \$255,217.55; and
- Charity Care in the amount of \$53,142.05.

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

SPECIAL PRESENTATION/BOARD EDUCATION

Dr. Garnett presented information to the Board regarding Medical Assistant Therapy. He provided a short power point presentation explaining the ways that opioids (agonists) attach to receptors in the brain and how the medications that are being used to treat them (antagonists) work to block the opioids ability to reach the receptors in the brain, which makes the opioid ineffective. Additionally, Dr. Garnett provided informational handouts which are included in the Board book.

Medical Staff Report.

Dr. Orozco noted that there was no Medical Staff meeting in October as there was little for the agenda so it was postponed to November.

Family Medicine Clinic Report.

Leslie Hiebert provided a brief overview of Annie Stone, FM Clinic Director's written report. Charis Weis presented the winning Experience video that had been created by the Family Medicine Clinic.

Bold Vision 20/20 Update.

Leslie Hiebert provided an update on the status of Board Vision 20/20 planning. She reported that survey calls out to the community would begin this Friday. She noted that the plans is to do phone calls, online surveys and with that data community meetings will be arranged. She noted that she and Jonathan Lewis had a telephone conference call with Dick Bratton and Mahlum earlier today and discussed pushing back the bond levy from April to the August primary. She noted that it would allow more time for preparation. John Quinn expressed that he felt that it would be important to have different individuals present the information to different groups to reach more community members and offered to help facilitate. Leslie noted that the AWPHD recommends putting together a PowerPoint that everyone can use to be sure that no one says things that aren't allowed and that the message being given is consistent.

NEW BUSINESS

Resolution 2018-14 Surplus Property

Commissioner Pond made a motion to approve Resolution 2018-14 Surplus Property as presented. The motion was seconded by Commissioner Quinn. The motion carried unanimously.

In-House Pharmacy

Leslie Hiebert introduced Shawna Fletcher, the newly hired Pharmacist. Shawna provided a brief review of her past work experience including work in Oncology and Hospice, as well as hospital pharmacy. She noted that she is excited to be at KVH and has a lot a work ahead of her to develop pharmacy services, which she hopes will include oncology, prescriptive authority for Hospice nurses, coag clinic, assist with pain management, and dispensing for employees, ER patients and Clinic patients. She noted that she is especially hoping to have outpatient infusion meds in place

by 2020. Shawna commented that she is impressed with how many medical services are provided by such a small hospital, as well as the size of the clinic and how many patients that are seen here. Leslie noted that it is going to take time before the pharmacy will be ready to begin dispensing, six months or more. Shawna state that she will need to work with the providers to develop a specific formulary because the pharmacy will not be able to keep a huge inventory for such a small amount of prescriptions. She noted that an inventory needs to be established, insurance agreements need to be completed, etc. She expressed that it could take six months to a year to be ready for business.

Family Medicine Second Floor Remodel

Leslie Hiebert reported that only one bid was received for the project and it was higher than anticipated. She noted that she and Jonathan Lewis have been discussing ways to think outside of the box and are considering breaking the project up into several pieces. Jonathan will reach out and get quotes on the different pieces and is also considering hiring a couple of facility techs work on small construction projects that can be completed in-house. Leslie noted it is the Building Committees recommendation to not accept the bid that was received.

ADMINISTRATIVE REPORTS

Written reports were presented from Leslie Hiebert, CEO; Jamie Eldred, Director of Finance; Kasey Schneider, CNO and Director of Quality and Risk; Jonathan Hatfield, Director of Compliance and IT; Jonathan Lewis, Director of Plant and Safety, Charis Weis; Director of Human Resources and Community Outreach; and Annie Stone, ARNP FMC Director. Commissioner Carver made a motion to accept the reports as presented; Commissioner Pond seconded the motion. The motion carried unanimously.

ADDITIONAL DISCUSSION

Leslie Hiebert informed the Board that the HCA would be coming to KVH on November 13th to meet and discuss the needs and challenges of the District. She encouraged the Commissioners to attend if they were interested and noted that if more than two of them were planning to attend, the meeting would need to be considered a Special meeting and would be open to the public. Commissioners, Quinn, Pond and Sigfrinius expressed their desire to attend. A Special meeting notice will be posted as required.

Connie Pond reported that she and John Quinn both recently attended the WSHA Annual Member meeting and WSHA Governance Education Day in Seattle. She noted that there was a lot of discussion regarding Health Equity, as well as Honoring Choices. She noted that she learned that at one hospital they are providing their patients who complete POLST forms with a vial that the forms can be placed in and stored in the refrigerator for easy location by emergency personnel. Kasey Schneider noted that we don't provide vials to put the POLST forms in the refrigerator, but that patients are encouraged to put their POLST forms on their refrigerator doors and that Emergency Personnel do look for them there. Connie noted there was also a great deal of information presented about data and behavioral health.

John Quinn reported that he and Connie attended a session regarding Honoring Choices and felt that it might be a good idea to have them come back KVH to present information again. John also noted that he attended a session that provided information regarding program that is being used by Providence St. Joseph that allows them to use patient data, patient experience and

patient needs to customize the services that they need. He noted that they have had improved patient satisfaction scores by doing this as it ensures the patient gets to the right place initially instead of being sent to multiple places to determine where they should go. He noted that Providence St. Joseph is currently working with Jefferson, and that we could possibly get information from Jefferson as they are in our Collaborative. John also reported that during the governance portion of the meeting there was discussion about the importance of the Board being in touch with the Medical Staff. Succession planning was also discussed and it was noted that succession planning for board members, as well as the CEO should be written down, as well as a clear plan of what newly appointed board members are responsible for initially and what is expected of them at their one year point.

Additionally Connie reported that there was discussion regarding surgeon's having no official oversight or evaluation of their qualifications once they have gotten their license. They do have CME requirements, but no specific oversight or evaluation requirement. She noted that a University of Washington Professor – Children's Hospital Surgeon has expressed that a person who is particularly good at evaluating efficiencies would be good at evaluating a surgeon as well, or if a surgeon is open to it, asking a peer to view a surgical procedure and provide feedback. Dr. Orozco noted that it can be helpful if a surgeon is open to it, that he has had Dr. Garnett provide feedback to him following an endoscopy procedure and found it very helpful.

EXECUTIVE SESSION

President Sigfrinius announced that the Board of Commissioners would go into an approximately 10 minute Executive Session beginning at 6:25 p.m. for the purposes permitted by RCW 42.30.110 (g) To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee. At 6:35 p.m. President Sigfrinius announced that an additional 5 minutes was needed. The Board returned to public session at 6:43 p.m.

COMMENTS OR ACTIONS RESULTING FROM EXECUTIVE SESSION

Commissioner Pond noted that there were no appointments to Medical Staff presented to the board for approval and no delegated credentialing to approve.

ADJOURNMENT

There being no further business to come before the Board of Commissioners, Commissioner Carver moved that the meeting be adjourned at 6:48 p.m. The motion was seconded by Commissioner Daniel. The motion carried unanimously.


Mark Sigfrinius, Board President


Jim Daniel, Board Secretary