

# Garfield County Public Hospital District No. 1

## Board of Commissioners

Regular Meeting: Thursday, June 29, 2017

Attending: Cindy Wolf, Ray Hoffman, Chris Herres and Robert Turner

Not Attending: Matt Hanson, Excused

Staff Attending: Brenda Parnell, Marni Herres, Stacy Linscott, Alicia Scharnhorst, Allie Hyer, Kayleen Bye

Public Attending: Jenness Evanson, HUGS President, Ashley Bezotte (WSU Student Intern), Lacey Gingerich, Kris Darby

Meeting Called to Order at: 10:02 am

Conflict of Interest Statement: None Noted

### Consent Agenda:

- Board of Commissioners Meeting Minutes (05/31/2017)
- Finance Committee Minutes (05/31/2017)
- Quality Committee Minutes (05/17/2017 & 06/21/2017)
- AP Vouchers (05/26/17 – 06/23/17)
- Payroll Vouchers (06/09/17 & 06/26/17)

*Motion was made to approve all consent items as presented.*

*Moved by: Ray Hoffman & Seconded by: Chris Herres*

*Motion approved & passed by vote*

### Reports:

1. **Quality Improvement Committee Report** – Cathy Herres
  - **Departmental Reports** – No report in June. This is now reported quarterly.
  - **Safety Zone** – No report in June. This is now reported quarterly.
2. **Finance Committee Report** – Brenda Parnell
  - Brenda reported that there is an issue with the software system and the reports that are generated are incorrect. Once this is fixed the financial reports will be sent out to the Board of Commissioners.

3. **CNO Report** – Brenda Parnell

- Brenda stated that Rhonda Mason is helping with staffing, helping Annette and working on the pharmacy plan. Rhonda will be working with Cathy Herres to better understand the current quality data and reporting process. The ER Manager at Tri-State may be able to come over and help on work flow for our ER. Brenda has a meeting with Tri-State to discuss IT.

4. **Clinic Report** – Kayleen Bye

- Kayleen stated that June has been a busy transition month. They were very busy while school was still in, but now it has slowed down.
- Kayleen is very concerned about providers. Dr. Jefferson's last day is July 24<sup>th</sup>.
- The clinic will be offering free sports physicals in the month of July.
- Kayleen is just working around staffing and vacations. The clinic is down to 1 receptionist and they are evaluating the position and seeing what needs to be addressed.
- The Mock Survey has been rescheduled to September, due to the possible shut down of the government.

5. **HUGS Report** – Jenness Evanson

- Jenness has two bills that need approval. The bill for the furniture in the new waiting room has been received. The total cost is \$3,074.25. The second bill is for 12 new weaving looms for residents to use during activities. The total cost is \$264.03.

*Motion was made to approve the two bills in the amounts of \$3,074.25 for the waiting room furniture and \$264.03 for the weaving looms.*

*Moved by: Robert Turner & Seconded by: Chris Herres*

*Motion approved & passed by vote*

6. **Resident Council Report** - Cindy Wolf

- Cindy stated that Resident Council met in June. They discussed the new waiting room furniture and how pleased they are with the furniture. Dietary has added another meat option at breakfast. This has pleased the residents. They residents really enjoyed the Father's Day BBQ. The staff did a great job. Residents were very complimentary of the Open House.

**Action Items:**

- **Board Member Change** – Robert Turner is taking a job in Pasco, Washington so this is his last meeting. The Board will need to appoint someone to fulfill his term. They have 90 days to fill the term. Cindy stated that on behalf of the Board of Commissioners and the Hospital, she wanted to thank him for all that he has done for the hospital and community.

**Old Business:**

- **No old business.**

### New Business:

- **Appointment of a Board Member** – Tabled until next month. Kris Darby asked if Matt Hanson had moved to Spokane and when we would be replacing him. Cindy confirmed that Matt had moved to Spokane and that may leave an opening.

### Administrators Report:

- Brenda reported that the open house went well. Staff pulled it together with lots of hard work. We estimated that there were approximately 50 people who attended. There were 11 people who signed up for the patient portal. The ribbon cutting went well. Brenda stated that we are looking for artwork for the waiting room and how we can accomplish this. She would like something that represents the area. There were approximately 10 people who utilized the reduced price lab testing. The hospital will do more education on diabetes and heart disease. Brenda would like to continue this event in the future, but put in at a different time of day or hold it on a Saturday.
- Brenda stated that there are some compliance issues with our contracts that are being addressed. The contracts are also very dated and need to be revised.
- Brenda stated that we are scheduled for four surveys in the future: Lab, Radiology, Pharmacy and the Mock Survey in Clinic (which has been postponed until September).
- Brenda discussed recruitment. We are currently looking for providers including Mid-Levels and Physicians. The MD that Brenda was talking to has decided not to come out of retirement. Brenda is working with St. Joseph Regional Medical Center and Dayton for practitioners. There is also an opportunity to recruit from Walla Walla with Walla Walla General Hospital closing.
- Brenda is looking at re-branding the hospital. This would help recruitment efforts. There was a discussion on rebranding. At this time, the board would like to research the cost before any re-branding is approved. Kayleen stated that she feels that the best advertising in a small town is word of mouth. If we could get and keep consistent providers and patients can see the same provider from week to week, would be the best advertising we could do. The locum providers were discussed. Kris Darby is having issues with the Locum providers and his EMT Staff. Locums have not been educated on their processes and are not completing the required paperwork. Kris is working with Annette to get the new nursing staff educated, but the providers need to be educated as well. Kris also asked about our current providers and what our plan is when they leave. At this time Kris will be following his provider to the Valley and taking his care out of the clinic. Recruitment was discussed and Brenda reviewed her plan to get some providers here.

### Informational:

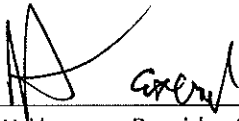
- **Chelan Conference Report** – Brenda and Chris gave a brief report on the Chelan Conference held earlier this week. Hot topic include: Governance, Trumps repeal and replacement,

HCA Models, and issues with Medicaid reimbursements. Chris stated that there have been a significant amount of rule and regulation changes. Discussion on how to incorporate dental into care and provide wellness visits. Chris stated that several other small rural hospitals have been combined or merged with bigger facilities. This is something that we need to look at for the future and that we can not survive alone. Brenda stated that we were approached by 2 facilities. Their Board of Directors want to help our community.

**Public Comment:** An employee has a public comment regarding contract negotiations and chain of command. The Chairman of the Board advised this employee to follow the employee handbook for chain of command.

**Meeting was recessed for Executive Session at:** 10:55 a.m. Executive session did not start until 11:10 a.m. the session lasted for until 11:30 a.m., where the Board then went in to public session to announce that they would resume Executive Session for an hour.

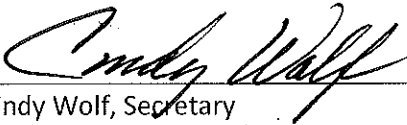
**Executive Session Ended at:** 12:30 p.m.



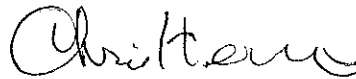
Matt Hanson, President



Bob Turner, Commissioner



Cindy Wolf, Secretary



Chris Herres, Commissioner



Ray Hoffman, Commissioner