

Garfield County Public Hospital District No. 1

Board of Commissioners

Minutes of Regular Meeting: Monday, January, 7, 2019

Attending: Cindy Wolf, Chris Herres, Gary Houser, Jen Dixon, Steven Cannon

Staff Attending: Julie Leonard, Caroline Moore, Bill Waites, Ian Quarles, Allie Hyer, Julie Long, Annette Davis, Ken Moyer, Jayd Keener, Mat Slaybaugh, Chuck Pitcher, John Dahlin, and Stacy Linscott.

Public Attending: Tammi Bragg and Martha Lanman. Don Black and Steve Matthews attended by phone.

Meeting Called to Order at: 6:00 p.m.

Conflict of Interest Statement: Jen Dixon stated her name.

Consent Agenda:

- Board of Commissioners Regular Minutes (12/03/18)
- Board of Commissioners Special Minutes (12/14/18)
- Medical Staff Minutes (12/14/18)
- Safety Committee Minutes (12/19/18)
- AP Vouchers 401315 -- 401520 (11/28/18--12/28/18)
- Payroll Vouchers 50511 – 50615 (11/29/18—12/28/18)

Motion was made to approve consent agenda as presented

Moved by Steve Cannon and seconded by Jen Dixon

Motion approved & passed by vote

Old Business:

1. Tri-State Proposal Planning

A Letter of Intent between Garfield County Hospital District and Tri-State Memorial Hospital was drafted by Don Black, Attorney at Law. The Board of Commissioners, along with Steve Matthews, Attorney for Garfield County Hospital District, discussed the draft in detail. Don stated this letter was designed to outline the proposed terms and processes of a possible transaction and to provide additional discussion to modify and set parameters.

A revision of the Letter of Intent will be processed by Don Black and sent to the Board and Steve Matthews in 1-2 days. A Special Board Meeting is scheduled for Friday, January 11, 2019 to review and approve a finalized version and a Resolution.

New Business:

1. GCHD Managers' Discussion

The GCHD managers thanked the Board for the opportunity to be part of the discussion of Tri-State Planning. The managers are invested in the staff, community, and the wellbeing of our patients and offered to be an avenue of resource. The issues most important to them were given for consideration during this investigation. The managers conveyed their support and gratitude towards the Board's commitment to seek the best solution for maintaining healthcare in Garfield County. Cindy thanked each manager for their continued interest, support, and expressed her appreciation for their attendance at the Board meetings, and stated that the Board is in agreement with their concerns.

2. Delegation of Offices

The Governing Board bylaws states that the offices of the Board shall be President and Secretary and shall be elected from the membership at the first Board meeting of the each year. Cindy Wolf nominated Chris Herres to continue the services as Secretary of the Board of Commissioners.

*Motion was made to nominate Chris Herres as Secretary
Moved by Cindy Wolf and seconded by Jen Dixon
Motion approved, passed by a vote and nomination accepted
Chris Herres is Secretary of the Board*

Gary Houser nominated Cindy Wolf to continue the services as Chairman of the Board.

*Motion was made to nominate Cindy Wolf as Chairman
Moved by Steve Cannon and seconded by Jen Dixon
Motion approved, passed by vote and nomination accepted
Cindy Wolf is Chairman of the Board*

Committee Reports:

- Medical Staff Report – Jen Dixon

Brett Beitlich, SJRMC Liaison for Growth & Outreach, came to the Medical Staff Meeting and brought Dr. Souvenir, Infection Disease provider, who spoke as the guest speaker. He gave an overview of infections along with an educational lecture on antimicrobial stewardship. He offered his services through direct patient referral and phone triage. Physical Therapy does not have a waiting list and is getting patients in quickly. Dr. Park will begin seeing patients on occasional Thursdays at the clinic. Debra Fogg, PA-C was approved for staff privileges. Medical Staff Officers were elected as follows: Dr. Park, Chief of Staff, Bill Waites, Vice Chief of Staff, and Rhonda Freeman, Secretary of Staff.

- Safety Committee Meeting – Chris Herres

Surveillance cameras were installed throughout the facility as well as a panic button that was installed in the ED. The fire drills for last quarter were reviewed and the parking lot lightening was discussed.

- Finance Meeting – Steve Cannon

Billing statements were on hold due to an Athena issue but this was addressed and statements are being sent out. HRG accounts have decreased leaving a balance of \$6,912.00 for December. Cash on hand is 95 days. AR has decreased due to Athena issues regarding Permanent Swing Bed billing that had not been in place; this has been addressed and corrected.

- Resident Council – Cindy Wolf

The residents enjoyed dining at Antonio's in Lewiston for the annual Christmas outing and then toured the Christmas lights in the Valley. Their annual Christmas Party was held on December 21st with a great turnout by staff and the community. A new Santa Suit was purchased by HUGS in December. Resident Council funds in December's meeting totaled \$1,072.76. The residents are planning a Valentine Party in February. The residents were informed that the Dietary, Housekeeping, and Laundry staff will all be wearing dark green scrubs.

- CEO Report – Julie Leonard

An update regarding the clinic relocation to the hospital was given. After careful consideration of the cost of the remodeling, it was decided that there will not be enough gained space for additional exam rooms. Expanding the clinic at its present location is being researched to see what can be done. Repairing and updating the ED room is also being considered. A list of the department managers' reports were given to the Board for review.

Public Comment: None.

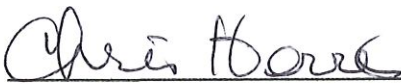
Regular Meeting was adjourned at 7:45 p.m.

Executive Session was called to order at 7:45 for approximately 30 minutes.

RCW 42.30.110 (1) (g) to evaluate the qualifications of an applicant for public employment or to review the performance of a public employee.

Executive Session was adjourned at 8:15 p.m.


Cindy Wolf, President


Chris Herres, Secretary


Gary Houser, Commissioner


Jen Dixon, Commissioner


Steven Cannon, Commissioner