

**Garfield County Public Hospital District No. 1**  
**Board of Commissioners**  
**Minutes of Regular Meeting:**

**Monday, January 6, 2020**

**Board Attending:** Cindy Wolf, Chris Herres, Jen Dixon, Steven Cannon, and Mike Field.

**Staff Attending:** Jayd Keener, Mat Slaybaugh, Chuck Pitcher, Ian Quarles, and Caroline Moore.

**Public Attending:** Connie Boyer, Bob Johnson, Jenness Evanson, Andrew Craigie, and Martha Lanman.

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

**Conflict of Interest Statement:** None.

**Consent Agenda:**

- Board of Commissioners Regular Minutes (12/02/2019)
- Board of Commissioners Special Minutes (12/17/2019)
- AP Vouchers 403242 -- 403404 (12/03/2019) -- (12/18/2019)
- Payroll Vouchers 50682 – 50690 (12/01/2019) – (12/27/2019)
- Finance Committee Minutes (12/23/2019)
- Safety Committee Minutes (12/18/2019)
- Medical Staff Committee Minutes (12/19/2019)
- QAPI and Infection Prevention Committee Minutes (11/22/2019)

*Motion was made to approve consent agenda as presented  
Moved by Chris Herres and seconded by Steve Cannon  
Motion approved & passed by vote*

**Old Business:**

**1. Allevant Presentation**

Jim Heilsberg gave a presentation on the Allevant Program to further explain in detail the company's model for benefiting the hospital's revenue by increasing the capabilities of staff and the facility to allow for different levels of patient care through the Swing Bed Program. The Board discussed several details and agreed to have the Co-CEOs negotiate a contract with Allevant and have the District's attorney review it.

**2. Levy Committee**

A levy committee has been formed with two Board members and a Co-CEO along with different organizations and individuals throughout the community. An initial meeting has been scheduled to discuss promoting the levy and arrange Town Hall Meetings.

**New Business**

**1. Oath of Office**

Mike Field read the Oath of Office for Commissioner Position # 5 in its entirety.

**2. Election of Officers**

Chris Herres was nominated to be the Secretary of the Board of Commissioners.

*Motion was made to nominate Chris Herres as Secretary  
Moved by Cindy Wolf and seconded by Steve Cannon  
Motion approved & passed by vote*

Cindy Wolf was nominated to be the Chairman of the Board of Commissioners.

*Motion was made to nominate Cindy Wolf as President  
Moved by Chris Herres and seconded by Steve Cannon  
Motion approved & passed by vote*

### **3. Resolution 20-01 Authorized Signers**

Resolution 20-01 was read in its entirety by the Secretary.

*Motion was made to approve Resolution 20-01 as presented  
Moved by Mike Field and seconded by Steve Cannon  
Motion approved & passed by vote*

### **4. Resolution 20-02**

Resolution 20-02 was tabled until the next regular Board Meeting on February 3, 2020.

### **5. Employee Handbook Update**

The Board discussed 7 items within the Employee Handbook requested to be updated. Items were discussed in detail and corrections will be made.

*Motion was made to approve the corrected updates to the Employee Handbook as presented  
Moved by Chris Herres and seconded by Steve Cannon  
Motion approved & passed by vote*

### **6. Governing Bylaws**

A handout of the current Governing Bylaws was given to each Board member to review, prior to the next regular Board Meeting on February 3, 2020, for suggested changes or updates.

## **Committee Reports**

- **Finance Committee Meeting – Steven Cannon**

The Premera Blue Cross Grant for \$100,000 was declined. The HVAC grant is still in process and the Co-CEOs are working on integrating certain quality health measures with another grant from the Association of Washington Public Hospital Districts through the WHRAP funding for the cost of planning for the HVAC grant. The financials were reviewed and discussed in detail. Discussions of the Allevant Program and the Levy Committee planning also took place.

- **Quarterly Medical Staff Committee Meeting**

The Shepard Foundation donated money to purchase the video glideslope for Acute and ED Departments. The Trauma Designation Application was submitted to the state and is in review status. The clinic has been administering flu shots and the Pharmacy confirmed the Tamiflu vaccine is in stock. A new receptionist has been hired at the clinic. Election of officers were appointed. An RN was hired to fill in at the hospital and clinic. Premera Insurance exclusions were discussed that will be effective on January 1, 2020.

- **Safety Committee Meeting – Cindy Wolf**

The 4<sup>th</sup> quarter fire drills were completed. No L&I claims for the month of December. The hazard preparedness drill has not been conducted but a furnace outage that occurred recently may qualify for the criteria that is required from the state. Security Risk Management is being monitored by the IT Department with trainings. An update for the plumbing of the generator fuel tank installation has been scheduled. The clinic ramp repair has been postponed until weather permits. Safety concerns from staff were addressed.

- **Resident Council – Cindy Wolf**

The holiday parties were enjoyed by the patients and family. A giving tree was organized and was a big success. The current resident fund is \$799.02

- **Governance – Cindy Wolf**

The F-1 reporting for the Public Disclosure Financial Affairs Statement is due for elected officials. The criteria for county-wide and junior taxing districts are different and depending on the number of registered voters, exclusions are allowed. This will be researched and the Board will verify the criteria required for filing. MRSC website for has a 2019 legal manual that pertains to Washington city, county, and special purpose district officials with the most current information. It was suggested that the Board help encourage the public to fill out the 2020 census data to the Census Bureau as it helps determine what types of grants our community is eligible for and special funding for different segments of the population.

- **HUGS Meeting – Jenness Evanson**

A bill was presented to the Board for \$34.38 for supplies to replace the floral centerpieces in the Day Room on the dining room tables. The Archie Bryan Trust donated \$6, 199.51 in December 2019.

*Motion was made to reimburse HUGS \$34.38 for the floral centerpieces as presented  
Moved by Chris Herres and seconded by Steve Cannon  
Motion approved & passed by vote*

- **Co-CEO Report – Mat Slaybaugh and Jayd Keener**

The Co-CEOs met with Representative Joe Schmick, representatives from Cathy McMorris Rodger's office, Department of Health, and Health Care Authority, along with the Hospital Board's President and Secretary to discuss payment models, grant funding, and different avenues to help the strategic planning of the District. Additionally the Co-CEOs met with the CEO of Dayton to discuss their Assisted Living Facility model that is currently underway and to converse about possible collaboration that would be beneficial for both facilities. A meeting has been scheduled with the CEO of Tristate to discuss opportunities that would assist the District. Two provider candidates have been interviewed for coverage in the ED. Strategic planning for necessary equipment purchases that will be most profitable for the cost report is currently in process. Several critical access hospitals have collaborated through the North West Regional Health Network to produce a letter to Premera to initiate a conversation concerning the impact their changes will have on rural communities. A plan is being developed for the District's 20 skilled nursing banked beds that will expire on January 18, 2020.

**Public Comment:**

A public comment was made regarding SE Washington Health Partnership. They have received a grant for \$150,000 across 3 counties, Garfield, Asotin, and Columbia, that will be distributed in increments of 50,000 over 3 years. For now it will be processed through Columbia County with the goal to convert it to the SE WA Health Partnership. Over the next 2 months a Board will be established and a 501c (3) status will be filed. The vision is to provide mental health providers to the 3 school districts one day a week with an allotment of \$15,000 per county. An 8-hour mental health first aid class is scheduled for February 11, 2020 at the Christian Church in Pomeroy from 8 am to 4 pm and two other classes are scheduled for Tristate and Dayton General in the near future.

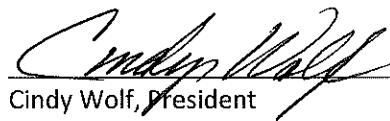
A public comment was made to encourage the consideration of purchasing the services that the Allevant Program offers. There are no negatives as it offers free marketing, free training, and puts the hospital in a better position to increase profit at very little cost. The majority of the expense can be captured on the cost report. Allevant offers a way out with a limited contract if the hospital does not increase their revenue.

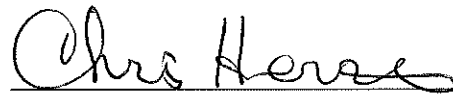
Regular Meeting was adjourned at 7:55 p.m.

Executive Session was called to order at 8:00 p.m. for 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 adjourned at 8:30 p.m.

  
Cindy Wolf, President

  
Chris Herres, Secretary

  
Jen Dixon, Commissioner

  
Steve Cannon, Commissioner

  
Mike Field, Commissioner