

**Garfield County Public Hospital District No. 1**  
**Board of Commissioners**  
**Minutes of Regular Meeting:**  
**August 3, 2020**

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

**Staff Attending:** Jayd Keener, Mat Slaybaugh, and Caroline Moore.

**Public Attending:** Connie Boyer.

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

**Conflict of Interest Statement:** None.

**Consent Agenda:**

- AP Vouchers 404368 – 404665 (06/24/20) – (07/23/20)
- Payroll Vouchers 50717 – 50722 (07/10/20) – (07/4/20)
- Finance Committee Minutes (07/27/20)
- Safety Committee Minutes (07/15/20)
- Medical Staff Committee Minutes (07/16/20)
- QAPI & Infection Prevention Committee Minutes (07/17/20)

*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. Capital Projects and Grants**

The project planner for Blue Room Architecture & Design in Spokane Washington has contacted Canon Medical Systems for the specific dimensions of the new CT scanner that will be purchased and the CT addition to the facility. The hospital has received \$50,000 from the Rural Facilities Capital Grants Partnership Fund and \$4,000 from Farm Credit for personal protective equipment for the COVID Response Program. The hospital will hear back from the Murdock Foundation on August 27, 2020 and is waiting for a decision from the Sunderland Grant Foundation.

**2. Management/Lynx Tele-Health Option**

The Lynx Tele-Health Program has been postponed as the hospital is exploring a different option for opioid pain management. A meeting has been set up with the Executive Director of Northwest Rural Health Network in mid-August 2020 to discuss alternative opportunities.

**3. Allevant Update**

The staff has begun their initial on-line training that will be completed by the end of August 2020. Marketing materials for the District is underway Allevant will assist creating a customized digital brochure for marketing purposes. A webpage will be created and linked to our website that is dedicated specifically for Allevant's Transitional Care Program. Two internal applicants will be interviewed for the Transitional Care Coordinator position to spearhead the marketing and referral opportunities for the District.

**New Business:**

**1. Board Meeting Date Change**

Due to Labor Day falling on the first Monday of the month, the September Board Meeting will be changed to Tuesday, September 1, 2020 at 6 p.m. The meeting will be posted as a "Special" Board Meeting because of the date change of the "Regular" Board Meeting.

**2. Medical Staff Bylaws Approval**

The annual evaluation of the Medical Staff Bylaws were reviewed by the Medical Staff Committee and presented to the Board for final approval.

*Motion was made to approve the Medical Staff Bylaws as presented  
Moved by Mike Field and seconded by Chris Herres  
Motion approved & passed unanimously by vote*

**3. ER Roof Bids**

Two bids were received from roofing companies to repair the ER roof. The Finance Committee reviewed the bids and gave their recommendation for the Board's final approval. The Board chose Howard Coatings to repair the ER roof.

**4. Duct Cleaning Bids**

Three bids were received for the duct cleaning of the hospital. The Finance Committee reviewed the bids and gave their recommendation for the Board's final approval. The Board chose Mike's Mechanical to proceed with the duct cleaning and to add an air system purifier to help to eliminate allergens and bacteria from the air.

**5. Quality Behavioral Health (QBH)**

Quality Health Behavior will be hiring a fulltime coordinator for the Pomeroy office to increase their services for Garfield County. The hospital will be working closely with QBH to offer support and a future meeting will be scheduled with the Pomeroy Medical Clinic Staff and QBH staff to help strengthen opportunities for increased mental health services to the community.

**Committee Reports:**

• **Finance Committee**

The financial report was discussed in detail. Each department's year-to-date reports have increased from 2019. The clinic visits are on the rise. The hospital remains on track to exhaust Small Business Loan funds. Discussions continue to find COVID-related expenses to exhaust the Health and Human Services funds received. Professional fees have decreased. Expenses for IT and ED increased due to equipment replacements. The 2018 audits should be completed by September 2020.

• **Medical Staff Committee**

IT will be implementing new electronic signature software with trials beginning at the clinic and ER. Clinic will start school immunizations in August and sports physicals in September. Well child visits will be scheduled separately. Three RNs were hired to work in Acute and ED. Billing continues to work claims and insurance requirements. Lab draws continue to increase. The new X-ray plate arrived and the old EKG machine was replaced. Updates for pneumonia vaccines for 2020, Prevnar 13 and Prevnar 23, were discussed.

- **QAPI and Infection Prevention Committee**

The committee continues to be on task for monthly/quarterly reporting. A few departments have reduced their benchmarks due to COVID restrictions. Visitor hours have been restricted and guidelines adjusted in an effort to limit exposure to patients.

- **Safety Committee**

There were no L&Is for June and a policy was updated. Fire drills were completed for the 2<sup>nd</sup> quarter and the Safety Zone was discussed in detail. IT training for cyber security continues. Hillside repair and rock removal has been extended for 2-3 weeks.

- **Governance**

The Board was encouraged to visit the WSHA website for the upcoming webinars offered over the next few months.

- **Co-CEO Report**

The cost report was filed last week and reflected a large Medicare reimbursement. A final review from Medicare will be done before this is received. Dr. Iacobelli will be on vacation August 10 – 14, 2020. Providers' schedule has been adjusted for clinic coverage for Monday with limited provider coverage for the rest of the week. A COVID update report reflected 70 tests have been performed. Garfield County has had three positive cases. The hospital remains diligent enforcing infection control measures.

**Public Comment**

None was given.

**Regular Meeting adjourned at 6:34 p.m.**

**Executive Session called to order at 6:35 p.m. for 15 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 6:50 p.m.**

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Cindy Wolf, President

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Chris Herres, Secretary

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Jen Dixon, Commissioner

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Steve Cannon, Commissioner

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Mike Field, Commissioner



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Caroline Moore, Executive Administrative Assistant  
On Behalf of GCHD Board of Commissioners