

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

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

Staff Attending: Jayd Keener, Mat Slaybaugh, Caroline Moore, Stacy Linscott and Wayne Waltz.

Public Attending: Connie Boyer and Martha Lanman.

Meeting Called to Order: 6:06 p.m.

Conflict of Interest Statement: None.

Consent Agenda:

- Board of Commissioners Regular Minutes (05/04/2020)
- Board of Commissioners Special Minutes (05/14/20)
- AP Vouchers 404005 – 404143 (04/29/20) – (05/19/20)
- Payroll Vouchers 50708 – 50712 (05/01/20) – (05/29/20)
- Finance Committee Minutes (05/26/2020)
- Safety Committee Minutes (05/20/2020)
- Medical Staff Committee Minutes (05/21/20)
- QAPI & Infection Prevention Committee Minutes (5/22/2020)

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

Old Business:

None.

New Business:

1. Employee Handbook Shared Leave Revisions

A revision was made to the Employee Handbook to update 240 hours for gifted PTO.

*Motion was made to approve the revision to the Employee Handbook as presented
Moved by Mike Field and seconded by Steven Cannon
Motion approved & passed by unanimously by vote*

2. Pain Management Lynx Tele-Health Option

Lynx Tele-Health specializes in prescription opioid pain management and an initial meeting was held. A second meeting with the Clinic Manager from Lynx will be set up for further discussion. The Policy for Management of Opioid Prescription was sent to the Board to review for the Pomeroy Medical Clinic.

*Motion was made to approve Management of Opioid Prescription Policy as presented
Moved by Chris Herres and seconded by Steven Cannon
Motion approved & passed unanimously by vote*

3. Advancing Integrated Mental Health Solutions (AIMS)

The University of Washington has collaborated with Premera to create the AIMS program. A grant is available to help implement the program. It will assist in paying for the staff's travel and time to train. Providers will coordinate with psychiatrists via tele-health to manage mental health patients' plan of care, treatments and recommendation of pain medications. The Co-CEOs will research this further.

4. Medical Bylaws Amendment

An amendment was made to the Medical Staff Bylaws to add provider's privileges to write orders for therapies, laboratory, and radiology services.

Motion was made to accept the update to the Medical Staff Bylaws for outpatient services as presented

Moved by Jen Dixon and seconded by Chris Herres

Motion approved & passed unanimously by vote

5. X-Ray Plate

The current x-ray plate is in need of being replaced. The old plate will be sent to the insurance company to be tested for qualifications of coverage through the warranty and if repairable, it will allow Radiology Department to have a backup plate. The total expense for the new plate, repair of the old plate, with shipping and handling is \$24,760.

Motion was made to approve the purchase of a new x-ray plate as presented

Moved by Chris Herres and seconded by Mike Field

Motion approved & passed unanimously by vote

6. Tree Trimming/Tree Removal

Several tree trimming services were contacted for bids but only one has responded with a bid of \$5,165. The Board would like to receive at least one more bid for comparison of equal or lessor amount.

Motion was made to approve tree trimming/removal expenses up to \$5,165.00

Moved by Chris Herres and seconded by Steven Cannon

Motion approved & passed unanimously by vote

Committee Reports:

• HUGS

A quorum from the HUGS met and chose a graduating Senior of Pomeroy Jr/Sr High School to be the recipient of a \$500 scholarship that will be awarded in June 2020.

Motion was made to approve the \$500 HUGS scholarship as presented

Moved by Jen Dixon and seconded by Mike Field

Motion approved & passed unanimously by vote

• Finance Committee

Days' cash-on-hand is 151 days with the COVID-19 grants and days' cash-on-hand without the COVID loan is 87. The Payroll Protection Plan was received and the Small Business Loan was approved. A grant was received from the government to offset the negative COVID-19 impact, which was reviewed. The CT scan project, roof repair and IT expenses were all discussed in detail.

- **Medical Staff Committee**

The AIMS Program, medical staff privileges for outpatient services and controlled substances were all discussed at length.

- **Safety Committee**

One minor L&I was reported in May. Security awareness training for phishing emails continues for the staff and Board. The hospital will use the COVID-19 Response as the county and state sub-regional preparedness drill that is required annually. A date for shred bin to be emptied has been set in July. Repair to the hillside behind the upper parking lot has been arranged in July. The Accident Prevention Program draft policy was reviewed and will be approved at the next meeting.

- **Governance**

Leadership Skills for Board Chair Succession Planning webinar on June 9 at 9 a.m. is now available for registration through Washington State Hospital Association's website. The Charity Care 101 webinar is available to review on-line and updates have been made to GCHD's charity care program.

- **Co-CEO Report**

COVID-19 updates have slowed down. GCHD has tested 31 people with all negative results. The hospital continues to observe the universal mask mandate; staff is screened twice a shift; and patients are screened every 12 hours. Visitors are limited with social distancing restrictions in place. Northwest Rural Health Network were given a grant through Health Resources & Services Administration for tele-health services for 13 rural health care facilities that will be implemented this fall.

Public Comment

Garfield County is in the process of moving into Phase III once approved by the Board of Health and County Commissioners who will submit applications and documents to the Department of Health. County Commissioners approved to contract an additional Public Health RN two days a week for Garfield and Columbia Counties.

Regular Meeting adjourned at 7:38 p.m.

Executive Session called to order at 7:40 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 8:10 p.m.

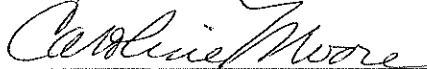
Cindy Wolf, President

Chris Herres, Secretary

Jen Dixon, Commissioner

Steve Cannon, Commissioner

Mike Field, Commissioner



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