

**Garfield County Public Hospital District No. 1**

**Board of Commissioners**

**Minutes of Special Meeting: Monday, September 9, 2019**

**Board Attending:** Cindy Wolf, Chris Herres, Steven Cannon, Jen Dixon, and Gary Houser.

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

**Public Attending:** Connie Boyer, Mike Field, Muriel Bott, Sherry Ledgerwood, Andrew Craigie and Elaine Williams.

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

**Conflict of Interest Statement:** None.

**Consent Agenda:**

- Board of Commissioners Regular Minutes (08/05/2019)
- AP Vouchers 402668 -- 402814 (08/01/2019)— (08/21/2019)
- Payroll Vouchers 50666 – 50669 (08/01/2019) – (08/31/2019)
- Finance Committee Minutes (08/27/2019)
- Safety Committee Minutes (08/21/2019)

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

**Old Business:**

**1. Strategic Planning Update**

Cindy, Jen, Mat, and Jayd met by phone conference last week with Jody Carona who is the hospital's strategic planner and a consultant with Health Facilities Planning and Development. The discussion primarily centered on exploring options that would benefit the hospital district, partnering or merging with another facility or a group of facilities. The focus on services the community would like to keep and the possibility of adding new ones was also addressed. The group is waiting on specific financial pieces for different configurations of payer structures and cost report reimbursement estimates from Jim Heilsberg, Interim CFO, to present a solid presentation to other organizations. Further discussion with members from Association of Washington Public Hospital District (AWPHD) and Washington State Hospital Association (WSHA) will also be pursued to inform them of avenues GCHD has explored and to gain valuable feedback and recommendations. Another meeting in two weeks has been scheduled with Jody Carona to continue strategic planning discussions.

Gary Houser and Chris Herres met with the Administrator from Prestige Care and Rehabilitation in Clarkston, Washington for a discussion of interest and a tour of the hospital.

**2. Levy Planning**

The first set of informational levy mailers were sent out on Friday, September 6, 2019. The focus was to give general information for a better understanding of the operations of the hospital district, the payment model, the services offered, and the current situation GCHD is facing. An invitation for the first Town Hall Meeting on Thursday, September 26, 2019 at 7 p.m. at the Senior Center was also mentioned. A second levy mailer will be sent 2 weeks prior to the second Town Hall Meeting also scheduled at the Senior Center on October 9,

2019 at 7 p.m. Informational cards with similar information were also prepared for distribution at the Garfield County Fair on September 13 – 15. Mat met with the school employees to share hospital/levy information and has additional meetings planned with the County Road Department, Courthouse, Sheriff's Department, and the Fire District/EMS Department. Cindy expressed her gratitude for all the hard work that Mat and Jayd have been doing to meet with different establishments and putting together the valuable information to inform the public. It was also mentioned that fifteen additional levy signs are available for anyone wishing to post them on their property.

### **3. The State Grant Money**

Several grant applications have been submitted by Cindy, Jayd and Mat. The Garfield County Department of Health is also working on the Health Resource Services Administration grant for the hospital as well as the Greater Columbia Accountable Community of Health. Martha Lanman has also reached out to a grant writer that specializes in small grants for hospital facilities. At this time, the greatest need is for capital improvement grants. A research for USDA grants is also underway.

### **New Business:**

#### **1. Trauma Designation Letter of Intent**

A renewal application for a Trauma Designation Level 5 was submitted to the Board for approval which is due every 3 years. A Letter of Intent along with proof of policies and procedures are required at time of submission.

*Motion was made to approve the Trauma Designation Letter of Intent Level 5  
Moved by Chris Herres and seconded by Steven Cannon  
Motion approved & passed by vote unanimously*

### **Committee Reports:**

- **Finance Committee Meeting – Steven Cannon**

Days cash on hand continues to decrease down to 83 days. Jim has been researching the reason for the decline and current expenses were compared to 2018. Of note, roughly \$300,000 cash on hand is grant money that is specifically designated to improving current services. Revenue per combined stats has also dropped significantly from 1,236 in 2018 to 794 due to expense update last year. The contract with HRG has ended with \$98,000 left in collectable accounts. The GCHD Billing Department will begin working all 487 out of which are 212 are self pays and 285 are insurance related. The provider credentialing contract with HRG has ended as well and a new open-ended contract was agreed upon to pay HRG hourly to continue provider credentialing services. The interim cost report is expected to be completed by the end of October.

- **Safety Committee Meeting – Cindy Wolf**

Third quarter fire drills have been completed. The all-county preparedness drill will be scheduled in September or October of this year. The bid for the clinic ramp has not been received yet. Ken, Director of Maintenance is still awaiting an update from the state for fuel tank. A detailed review of the Safety Walk-Through List was conducted and each department was given a list of tasks to complete.

- **Resident Council – Cindy Wolf**

The Resident Council Fund has \$1,058.27 and a decision was made to allocate some of the money to attend the Garfield County Fair in the next few weeks. Staff will accompany nine residents to the Fair for lunch and afternoon festivities. A Red Hat Party was enjoyed by 30 participants including the residents. Everyone had a good time and plans to hold the event again in the Day Room next year have already been requested.

- **Governance – Cindy Wolf**

A reminder was given for the upcoming webinar for the Open Public Meetings Act from the WSHA. The Seattle Governance Education Day Conference is scheduled next month and online information will be available for all who cannot attend.

- **HUGS Meeting – Cindy Wolf**

Jenness was not present. The HUGS Gift Shop located at the hospital has been discontinued as it was not generating money. The donation box will still be displayed for anyone wishing to donate. Members are working on shadow boxes in memory of past residents. Family members have donated mementos in honor of their loved ones and the completed boxes will be displayed on by the front entrance on the hospital side.

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

A recent state survey from the Department of Health went very well and the GCHD has already received a Letter of Acceptance for the plan of corrections. The next visit is anticipated in 18 months for the Federal Survey. A nurse practitioner candidate flew up from Florida last week for a face-to-face interview and took a tour of our community and the school district. She has accepted a position and is excited to be joining GCHD. Her anticipated arrival is in October.

Concentrated efforts on promoting skilled-care services are underway with two of the private rooms converting into Medicare-stay rooms. The focus will not only be therapy but also IV and wound-care management. A nationally wound-care certified nurse has recently been hired who will be ready to accommodate patients with wound-care needs. Grant monies received and allocated for the improvement of established services for the clinic and hospital are being utilized. State-of-the-art treatment chairs and tables have been purchased for the clinic and brand new concentrators have been bought for the hospital. Additional grants are being explored to help fund our electrical infrastructure upgrade that is needed. Currently the Maintenance Department is painting the Day Room.

Mat has been meeting with several establishments throughout the community to help develop a general understanding of the hospital's operations and answer questions about the upcoming levy. The Managers have been working on float to enter in the Fair Parade. The hospital participated in the National Night Out in the park with other local establishments. Our facility is now enrolled in the National Health Services Corps that provides student loan forgiveness for practitioners serving in rural or under privileged areas. Other services lines of services are being explored that help critical access hospitals with Swing Bed Programs. Mat had a conversation with the CEO and COO of Ferry County to discuss the steps they took to change their "at risk" hospital status.

**Public Comment:**

**Connie Boyer** asked what level of providers will be attending the local sports events medical coverage. Mat replied it will be the ER on-call agency mid-level providers employed through Omni that will be present at local games. Because GCHD is paying their on-call wage, it was decided to utilize their time. Mat emphasized that the provider's first priority will be covering the ER the school district is in acknowledgement. EMS is required by Washington Interscholastic Activities Association to be present at all local football games. The Fire District was also made aware that the medical providers would be available at the sporting events to offer assistance even when the EMS services are needed.

**Sherry Ledgerwood** commented that it is a comforting feeling to know that there will be medical coverage at the local sporting events and stated the providers can assess the situation on site which is a great benefit.

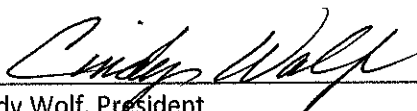
Kayleen Bye commented that it's important for the Board and the GCHD staff to be personally reach out to community to help connect with them regarding the upcoming levy. Sonny completed his first full Monday schedule at the clinic and that went very well. Mat reiterated to go and meet people in the work environments is also a great tool to help educate and share general hospital and levy information.

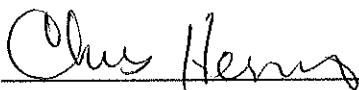
**Regular Meeting was adjourned at 6:45 p.m.**

**Executive Session was called to order at 6: 50 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.

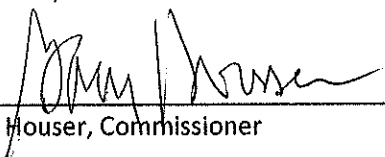
**Executive Session adjourned at 7:20 p.m.**

  
Cindy Wolf, President

  
Chris Herres, Secretary

  
Jen Dixon, Commissioner

  
Steve Cannon, Commissioner

  
Gary Houser, Commissioner