

**Garfield County Public Hospital District No. 1**  
**Board of Commissioners**  
**Minutes of Special Meeting:**  
**January 10, 2022**

**Board Attending:** Mike Field, Jen Dixon, Steven Cannon, Erica Stallcop and Sherry Ledgerwood.

**Staff Attending:** Mat Slaybaugh and Caroline Moore.

**Public Attending:** Marth Lanman.

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

**Appoint Temporary Chairman:** Mike Field was appointed Temporary Chairman of the Board.

**Conflict of Interest Statement:** None.

**Consent Agenda:**

- Regular Board Minutes (12/06/2021)
- AP Vouchers 407342 – 407478 (12/06/21) – (12/21/21)
- Payroll Vouchers 51839 – 51917 (12/10/21) – (12/23/21)
- Finance Committee Minutes (01/04/22)
- Medical Staff Committee Minutes (12/16/21)
- QAPI and Infection Prevention Committee Minutes (12/15/21)
- Safety Committee Minutes (12/15/21)

*Motion was made to approve consent agenda as presented  
Moved by Steve Cannon and seconded by Jen Dixon  
Motion approved and passed by vote*

**Nominations for Chairman and Secretary**

Nominations for the Chairman and Secretary of the Board of Commissioners were submitted. Mike Field was nominated Chairman of the Board and Jen Dixon was nominated Secretary of the Board.

*Motion was made to approve Mike Field Chairman of the Board as presented  
Moved by Steve Cannon and seconded by Jen Dixon  
Motion approved and passed unanimously by vote*

*Motion was made to approve Jen Dixon Secretary of the Board as presented  
Moved by Mike Field and seconded by Steve Cannon  
Motion approved and passed unanimously by vote*

**Old Business:**

**1. COVID-19 Vaccines**

The COVID Vaccine Clinics for 2022 will be offered one Friday a month due to a decrease in volume. A date and time will be scheduled at the school to offer vaccinations in the coming months.

**2. USDA Grant Update**

The USDA Grant has passed the State requirements and is being reviewed at the federal level.

## New Business

- **Appointment of Committees**

The Board chose the hospital committees to attend each month as follows: Mike Field and Steve Cannon—Finance; Mike Field and Jen Dixon—Medical Staff; Safety—Sherry Ledgerwood; QAPI—Jen Dixon; HUGS—Sherry Ledgerwood; and Resident Council—Erica Stallcop.

- **Medical Privileges for Melanie Hashagen, CRNP**

The Medical Staff Committee recommended Melanie Hashagen, CRNP, for medical privileges at the Pomeroy Medical Clinic. The Board voted unanimously to approve Melanie for medical privileges.

- **Tablets for Commissioners**

The Board discussed and agreed to obtain quotes for tablets to conduct their hospital work and this will be discussed at the next meeting.

- **Employee Handbook Changes**

Changes regarding insurance benefits and accessing the Employee Handbook for staff were reviewed and discussed.

*A motion was made to adopt the changes made in the Employee Handbook as presented  
Moved by Steve Cannon and seconded by Sherry Ledgerwood  
Motion approved and passed unanimously by vote*

## Committee Reports:

- **Finance Committee**

A summary was given on the December financials, Clinic Matrix report, USDA Grant, American Rescue Plan, Pharmacy 340B Program, legislative staffing levels for critical access hospitals, and marketing analysis.

- **Medical Staff Committee**

A summary was given on the No-Show Policy, hospital census, Clinic Matrix Report, ultrasound services, lab tests and equipment, Conscious Sedation Policy, COVID medication treatment, ED and Lab updates and charge capture for COVID vaccine counseling.

- **Safety Committee**

A summary was given on L&I claims, Executech quarterly security risk review, electrical load capacity for new dryers, and Safe Patient-Handling monthly report.

- **Resident Council**

Resident Council had 8 patients in attendance who expressed their appreciation for the Christmas Party put on by the staff. A January pizza party is being planned. Jenness Evanson is the new Treasurer.

- **Governance**

Board members were encouraged to attend upcoming webinars through MRSC and AWP/PHD for Board's Role in Addressing Workforce Challenges and training for new commissioners.

- **CEO Report**

Ultrasound services have increased to 3.5 days a week on Monday, Wednesday, Thursday 7 am - 5 pm and Friday 7 am – 12 pm. Debt capacity report was discussed, and the Strategic Planning Committee will review the first draft of the model over the next 2 months. A market analysis was conducted to evaluate the hospital's utilization of services. The CEOs met with Integrative Health Centers to discuss offering mental health services via telehealth. Nurse staffing shortages were discussed.

## Public Comment:

A comment was given by Public Health regarding the hospital's support in COVID-19 response efforts, collaboration of community meetings home test kits, and the announcement of new Health Officer, Dr. Kaminski.

Special Meeting adjourned at 7 p.m.



Mike Field, President



Steve Cannon, Commissioner



Sherry Ledgerwood, Commissioner



Jennifer Dixon, Secretary



Erica Stallcop, Commissioner

