

March 25, 2020

The emergency virtual meeting of the Board of Commissioners of the Whidbey Island Public Hospital District was called to order at 12:00pm by Board President, Commissioner Wallin. Present were President Wallin; Commissioner Fey; Commissioner Cammermeyer; Commissioner Blankenship; Chief Executive Officer/Chief Financial Officer, Ron Telles; Chief Operations Officer, Colleen Clark; Chief Nursing Officer, Erin Wooley; Chief Legal Officer, Jake Kempton; Executive Director of Facilities and Plant Engineering, Tim Waldner; and other hospital staff. Absent: Commissioner Anderson

Points of Order

President Wallin stated the virtual meeting will be audio and video recorded and is streaming live on WhidbeyHealth's Facebook page. Today's emergent meeting of the board is for the purpose of keeping the community abreast of steps WhidbeyHealth is taking in response to COVID-19 and contingency plans in place in the event that illness escalates in our community.

COVID-19 Testing Process

Chief Nursing Officer Erin Wooley shared an update on the testing process. Patients are directed to call into the hotline at 360-240-4055. Patients will be screened by a registered nurse. Patients who meet criteria will be registered for an appointment to visit the swabbing center. Testing supplies are being conserved for high risk category patients. Criteria will be reviewed and expanded as further supplies are delivered. As

of today, swabs will be sent to the University of Washington in an effort to receive test results more quickly. Test results through the previous service, Quest, were taking 7-10 days to return. Ms. Wooley stated a member of the WhidbeyHealth Quality team will call patients with results, confirming patient name and date of birth prior to giving results. Test results are also available via the patient portal. Patients are encouraged to sign up.

Surge Capacity

Chief Nursing Officer Erin Wooley stated staffing contingency plans are ramping up for respiratory therapists, CNA's, RN's and providers by partnering with a crisis staffing organization that will provide staff for short 6 week assignments. A call has also been put out to the community for volunteer staff with clinical experience. Cross training is underway for staff working in service lines that have been closed or reduced.

Supplies

Executive Director of Facilities and Plant Engineering, Tim Waldner gave the following current statistics on personal protective equipment: 6,400 N95 masks on hand with an expected shipment in the coming week of an additional 500 masks with 45,000 more on order; 16,000 droplet masks on order; 6,000 surgical masks on order. Additionally orders for protective gowns and additional ventilators have been placed.

Facilities

Mr. Waldner stated the Medical Center currently has capacity for 51 patients in house with 3 negative air rooms and an additional 7 in process. The Engineering team will continue to add negative air rooms in the coming weeks and is looking at

opportunities to create these negative air spaces both in the old PACU and existing PACU.

Clinics

Chief Operations Officer Colleen Clark shared efforts to provide a telemedicine option for primary care, rehab and home health patients. Patients who would like to schedule a telehealth appointment were advised to contact their provider's office. Communication with your provider is available via the patient portal, email, Skype, FaceTime and a variety of other methods.

Ms. Clark stated services are being compressed. Lab services in Clinton will be available Mondays, Wednesdays and Fridays from 7am to noon beginning next week with lab services available 24 hours per day at the Medical Center. Mammography services will be temporarily unavailable at the Clinton clinic but will continue to be available at the Oak Harbor Clinic. The Sleep Center and Sleep Lab will also have services compressed next week with a forthcoming telemedicine option. Ms. Clark stated the grand opening of the walk in clinic in Clinton has been delayed to May 5th.

Community

Ms. Clark thanked the many community volunteers who have submitted their information to be signed up as clinical volunteers should the need arrive. There have also been over 250 community members who have donated personal protective equipment.

Chief Executive Officer Ron Telles spoke to the cooperation with regional healthcare systems. They have continued to work together through this time of crisis discussing

challenges, confirmed COVID cases, staffing challenges and barriers presented during this pandemic. Mr. Telles stated it is a shared responsibility to care for our communities together. Mr. Telles reiterated the importance to stay home and stay healthy to flatten the curve and avoid the surge in our hospitals. Gratitude was expressed to our partners at Naval Air Station Whidbey Island who are working to get supplies and their staff to support WhidbeyHealth in the event of a surge. Mr. Telles thanked the community for the outpouring of support and stated he has received several letters that are being shared with our team and are much appreciated. Mr. Telles spoke to the continued financial challenges that have come with COVID19. Elective surgeries have been cancelled; unessential service lines have been reduced or temporarily closed. This has had a huge effect on revenue stream resulting in an estimated loss of \$2 million per month in net revenue. In addition, WhidbeyHealth has opened service lines including the swab tent and call center and made significant personal protective equipment purchases. This is a burden to hospitals across our country and Mr. Telles has spoken with elected officials soliciting support.

Q&A

Chief Legal Officer Jake Kempton presented questions from the public.

In response to the query of how the public can help, information for the WhidbeyHealth Foundation was shared. They have coordinated a COVID-19 relief fund and are available via phone at 360-678-7656 x4021 or at whidbeyhealth.org.

In response to a request to address the current situation at Careage, CNO Erin Wooley directed the public to the Island County Department of Health for figures on current

cases. WhidbeyHealth is actively working to support Careage. Though we are not affiliated with Careage, we are in contact to provide support. Ms. Wooley provided confirmation that the naval base is included in the county's numbers along with all of Island County.

In response to a question regarding whether WhidbeyHealth has sufficient PPE to protect our healthcare workers, Executive Director Tim Waldner stated at this time we have a 30 day supply on hand with expected deliveries.

In response to questions regarding telemedicine, COO Colleen Clark stated work is underway with our IT department to get MAC clinic and oncology services up and running with a target date of Monday the 30th.

Ms. Clark stated access to details of telemed services and closed services are available on WhidbeyHealth's website and social media page. Registrars at all WhidbeyHealth clinics also have access to this information for those without internet access.

In response to a query regarding instructions for mask making, Public Relations Office Patricia Duff stated instructions will be posted on the WhidbeyHealth website.

In response to a question regarding the safety of fabric masks and what their intended use is, Tim Waldner stated fabric masks are planned to be used as a last resort as a cover to preserve N-95 masks in the event that N-95 mask stock runs low. COO Colleen Clark stated fabric masks will also be sent home with discharging patients.

In response to a question regarding Emergency Services, CNO Erin Wooley stated the paramedics follow the same CDC guidelines on personal protective equipment that

the medical center follows. In some cases, paramedics are using full body suits to protect their clothing. There are rigorous protocols in place for protecting patients and staff including a thorough disinfecting of ambulances between each patient. In response to a query regarding what WhidbeyHealth is doing to support the mental health and wellbeing of the staff, CEO Ron Telles stated WhidbeyHealth offers a free, confidential employee assistance program to all staff with virtual services available.

Adjournment

There being no further business the board meeting adjourned at 12:56pm.

President of the Commission

Secretary of the Commission

Commissioner

Commissioner

Commissioner