The regular meeting of the Board of Commissioners of the Whidbey Island Public Hospital District was called to order at 7:01 am by Board President, President Wallin. Present were President Wallin; Commissioner Fey; Commissioner Cammermeyer; Commissioner Anderson; Commissioner Blankenship; Chief Executive Officer, Geri Forbes; Chief Financial Officer, Ron Telles; Quality & Transformation Officer, Linda Gipson; Chief Nursing Officer, Lisa Sanford; Chief of Staff, Dr. Nicholas Perera; General Counsel, Jake Kempton; Chief Human Resource Officer, Cindy Paget and several other hospital staff.

**Points of Order**

President Wallin stated the meeting will be audio and video recorded today.

**Consent Agenda**

Commissioner Fey made a motion to approve the Consent Agenda and the vouchers as presented, seconded by Commissioner Cammermeyer. Motion carried. Vouchers audited and certified by the auditing officer as required by RCW 42.24.080, and those expense and reimbursement claims certified as required by RCW 42.24.090, and have been recorded on a listing which has been made available to the Board. #228369 to #29464 and #3896 to #3906 in the total amount of $9,872,967.40 with Capital equipment vouchers in the amount of $288,479.95 motion carries therefore the vouchers are approved for payment in the amount of $10,161,447.35 on this 13th of August 2018.
General Public Comments

- No Public Comments

Nursing Update

Lisa Sanford presents the following:

Lisa shares her clinical strategic goals and progress for 2018.

Approved by the CEO, these prioritized action items are divided into four buckets:

1. Enhance Patient Experience:
   Our numbers have continued to improve this year, and our team has continually worked together to drive this improvement. One great example of this work, is that our PACU nurses and our in-patient care management team are following up with phone calls after discharge. This has been very well received and recognized by our patients. In addition to that, Patsy Kolesar is putting together an enhanced rounding experience, which will be presented to our senior leadership later this month.

2. Excellent Clinical Outcomes:
   One area that we have focused our energy on is decreased surgical infection rates. Last fall we recognized heightened infection rates which lead us to focus in this area. We have done some lean process improvement and are happy to report in the last 6 months we have had zero surgical infections.

3. Growing Services, Recruitment and Retention of High Preforming Staff:
   We have had an increase of OB providers, which has increased our service line here at WhidbeyHealth.

   A two pronged approach was taken to help with the influx of births and demand we are experiencing. Hiring staff with OB experience as well has coaching up current
staff in OB has proven to be successful. Last week our team had 10 births; historically a monthly census of births has been 15.

Scrub Tech numbers are down, to help combat this we have begun cross training our Operating Room RN’s to work as scrub techs helping fill this gap.

Janice Clarke has put together a training program for phlebotomy. The program is aimed to help meet the ongoing shortage of staffed phlebotomists. We are proud to report we have had 12 employees express interest in this program which we feel is a win for the organization and our staff.

4. Communication between Providers, Staff and Patients:

The acute care team has built a systematic way to share concerns between nurses and providers through our system to help track information.

The team additionally has two daily huddles, to help pass along the necessary information. Interdisciplinary huddles are also happening daily.

Daily safety huddles began last month taking place M-F, which each operational area is involved in the huddles, thus helping all departments to understand the individual needs.

**Quality Update**

Dr. Linda Gipson presents the following:

Linda introduces Tabitha Carlon, the new patient experience coordinator, who will be helping drive the safety and quality missions. Tabitha is working hard with our
clinical and operations teams to help create the best experience for all of our patients.

Our Quality Committee met last week and we would like to thank Dr. Cammermeyer and Commissioner Fey for representing the Board at this meeting. Linda wanted to highlight that our infection scores do not only reflect no surgical infections over the last 6 months, but it is important to know that WhidbeyHealth has the best scores for all of Region 9. We are also the only hospital in the region to meet the national quality metrics for C-Diff transmissions. This is a big piece of work which displays our teams ability work and preform together.

**Medical Staff Report**

Dr. Nicholas Perera presented the following Initial Appointments:

Andrew Harrison, MD, Radiology                  Provisional Telemedicine
Michaeld Peters, MD, Radiology                  Provisional Telemedicine

Commissioner Cammermeyer made a motion, seconded by Commissioner Anderson to approve the Initial Appointments as presented. Motion carried.

Dr. Nicholas Perera presented the following Advancements:

Morghan Milagrosa, ANP, OB/GYN                  Provisional Active to Active
Jane Hemmen, ARNP, Palliative Care,             Advanced Clinical Practitioner
Commissioner Fey made a motion, seconded by Commissioner Cammermeyer to approve the Advancements as presented. Motion carried.

Dr. Nicholas Perera presented the following Reappointments:

Mark Pfleger, MD, Radiology  
Michael Squire, MD, Radiology  
Philip Lowe, MD, Radiology  
John Plastino, MD, Family Medicine  
Todd Czartoski, MD, Neurology  
Valerie McWhorter, MD, Pathology  
Alfonso Masangkay, MD, Pathology  
Jennifer First, ARNP, Hospitalist

Commissioner Cammermeyer made a motion, seconded by Commissioner Anderson to approve the Reappointments as presented. Motion carried.

Dr. Perera shares that we are working on updating our Medical Staff Bylaws. He is hoping to bring all the Medical Staff policies for approval at the September meeting. The goal is to complete the bylaws for approval this fall.

**Human Resources Update**

Cindy Paget CHRO Presents her quarterly dashboard.
- Active employees number is stable
• Tenured employee’s numbers have grown.
• Voluntarily turnover rate is up. Largely reflective of military moves which take place during the summer months.
• Recruitment fill rate is now at 93% as we still strive to reach 95%. A large piece is contributed to our work on removing temporary positions.
• 53.3 days to job acceptance for non-provider positions.
• 218 days to job acceptance for provider positions
• Leave of absence cases are presented to the board with explanation of the impact on our staffing.
• Top 10 committee and patient safe lifting committee have been working very hard to get our number of injuries down. Significant improvements in this area have been made, as we look to continually educate staff.
• Termination data for the first quarter is presented to refresh the board.
• Termination data for the second quarter is presented in comparison to the first quarter. A climb this quarter in retirement numbers, as well as the expected military moving numbers.
• Cindy presents Washington State Hospital Human Resources Association Metrics Survey, highlighting a few points:
  o Most of the hospitals are unionized; we have 4 agreements with 3 different unions.
  o We are at the highest for turnover the state.
  o First year turnover is at 38%, which is an area that we can look to improve on.
  o Cost per hire numbers are on average.
  o Our FMLA percentage is 9% which is low in comparison with the state.

**Staff and Status Reports from Administration**

Geri Forbes, CEO reports with the following:

We are excited to announce two new providers have started at WhidbeyHealth, Dr. Jeremy Idjadi, Orthopedic Surgeon has begun his orientation process and Dr. Felix Nautsch has started as our Chief Radiologist.

Chris Gleason, has been announced as our new compliance officer, replacing Beth Stout. Geri extends her gratitude to Beth for her time and work with our Compliance program.
Construction update is provided to the Board, things have been running very smooth so far, and we look forward to having hard opening dates at next month’s meeting for the Health Education Center and Pharmacy.

Employee Council held a staff appreciation picnic; this event was well attended and organized. The council once again held an amazing event to support our staff. Useless Bay fundraiser raised over $50,000 from the Useless Bay Women’s Golf Association. We thank Helen Taylor and her team for their work and continued partnership with the association, as each year this event grows.

Tour de Whidbey event will be held August 18th a variety of volunteer options are still available, please contact Heather Zustiak.

Thank you Linda and Lisa for working so hard to get our DOH survey accepted.

The Navy will be bringing 100% of surgeries back to WhidbeyHealth, which will include Orthopedic and OBGYN services. Our expected date for surgeries to begin will be October 15th.

Geri Forbes and Jake Kempton present the proposed Interlocal Agreement with Skagit Regional Hospital.

Commissioner Blankenship made a motion for the CEO to execute the Interlocal agreement on behalf of the district, seconded by Commissioner Anderson. Motion carried.

**Finance:**

Ron Telles, CFO, presenting financials for June 2018:

1. Clinic volumes are up, great numbers for the summer. Freeland’s numbers are really growing with the addition of Dr. Rochier.
2. Specialty Clinics were steady in volume. We look for our surgical numbers to grow as we signed Dr. Garth Miller on fulltime and Dr. Rodger Althoff as a part-time surgeon. Ortho number will be climbing over the next few months with Dr. Idjadi ramping up starting this month.

3. Surgeries are down again this month.

4. ED was on trend with previous years and up from last month

5. Admits, In-Patient days are on trend with previous years.

6. Expenses were down this month our teams have been working hard to drop this number.

7. Net operating income reviewed

**Board Items:**

- President Wallin notes that the Board will not proceed into Executive Session today.

- Jake Kempton presents Resolution 383.
  
  Commissioner Cammermeyer made a motion, seconded by Commissioner Anderson to approve Resolution 383. Motion carried.

**Agenda Items For Next Board Meeting**

President Wallin noted for the next Board meeting:

Next Board meeting will be held Monday, September 10th at 7:00 am.

**Adjournment**

There being no further business, Commissioner Wallin called for a motion to adjourn, seconded by Commissioner Anderson to adjourn the meeting at 8:28 am. Motion carried.