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 Cammermeyer; Commissioner Fey; Commissioner Blankenship; Commissioner Anderson; Chief Executive Officer, Geri Forbes; Chief Financial Officer, Ron Telles; Chief Nursing Officer, Quality & Transformation Officer, Linda Gipson; 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 Cammermeyer made a motion to approve the Consent Agenda and the vouchers as presented, seconded by Commissioner Fey. 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. #232485 to #233565 and #3937 to #3948 in the total amount of $9,220,315.91 with Capital equipment vouchers in the amount of $428,904.54 motion carries therefore the vouchers are approved for payment in the amount of $9,649,220.45 on this 10th of December 2018.
**General Public Comments**

- Lori Taylor came to speak to the Board about rumors within the community regarding Providence Health acquiring our hospital. The community has been circulating rumors about the WhidbeyHealth Administration meeting with Providence Health Executives. Lori stated that she would like to come directly to the source and hear the truth. Geri Forbes thanked Lori for coming today and bringing up the topic, Geri confirms that Providence visited Whidbey earlier this summer and toured the hospital. Geri discussed that she has been meeting with Providence as well as many other surrounding hospitals since she became CEO. Our administrative team meets frequently with Skagit, Providence, the Naval Base, Washington State University and various other healthcare teams helping build relationships with each of them enabling Whidbey to learn and grow.

President Ron Wallin closed the discussion by stating it is not the desire of the board to be acquired. This board has greatly appreciated the efforts of the CEO in building these relationships to help bring services to this island.

**Feasibility Study**

Luke Zarecor presents to the Board today via GOTO Meetings. Luke explains that he has been working with the WhidbeyHealth accounting team for the past six months on this study, in conjunction with Jeff Fivecoat to support the USDA loan application.

Luke reviews the income statement including the cost report, in-patient/out-patient revenues, and employee salaries. The cost for procurement of pharmaceutical
supplies increased dramatically during the last calendar year which will decrease in 2019 and is considered in this Feasibility study. Luke explained that he will be handing off the study to Jeff Fivecoat at the end of the week and Jeff will be working to finalize our application for submission of the USDA loan.

**Nursing Update**

Lisa Sanford presents the following:

Lisa opens by congratulating our most recent Daisy Award recipient, Chris Carpenter, Home Health/Hospice RN. Chris started with Home Health nearly 8 years ago and has been nominated for this award a record 8 times. Chris spoke very passionately about his work and thanked everyone for the recognition.

Bert Balogot and Dr. Alison Alberton are working very hard on obtaining our trauma designation. This is a very lengthy packet, upon completion we will be surveyed later this year. We are a Level 3 Designated Trauma Center, which provides a better level of care by responding to trauma situations quickly.

Our staffing committee is working to complete our staffing plans which need to be presented to the state by January 1st. Lisa Sanford will present the plan to Geri later this week for her approval before submitting to the state.

We have officially moved into the new AS/PACU. The team is working hard on workflows, while enjoying their beautiful new area. Patients and staff have provided positive feedback of our newly opened area.
Quality Update

The Quality Improvement Committee will be meeting on January 7th, 2019, as part of our requirements which is an important part of receiving our Trauma designation.

Jill Usher from the Patient Family Advisory Council is here today, with Board approval. Jill will present next month to the Board on the great things they have been working on. This group has been very engaged and prominent in the health of our community.

Our most recent clinical affiliate agreement is with Washington State University and Pacific North West University with medical students. This is a great opportunity on many levels as it could help to potentially recruit these young professionals, and it also helps keep our current providers on the cutting edge.

We have entered an agreement with Upstream, whose intention is to help prevent unwanted and unattended pregnancies. There are grants available to help achieve the outlying goals and objectives.

We have submitted our third application to the North Sound Accountable Communities of Health for a Medicaid waiver. NSACH will be coming onsite to meet with the executive team to discuss how we would support this effort; our hope is to receive grants to help the islands population health.

We will have standardized customer training through Qualis to assist with training our staff. Additionally, we have spoken to Press Graney about our Patient Satisfaction scores. There are other areas we would like to see as part of the data collection.
The board suggested that instead of having a separate presentation it may be in the board’s best interest to have the full education just as it is presented to staff. Linda will work to have this completed.

**Medical Staff Report**

Dr. Nicholas Perera presented an updated Policy Request to Policy number 1 will reflect the working changes.

Commissioner Blankenship motioned to approve, seconded by Commissioner Fey. Motion Carried.

Dr. Perera shares the 2019 Medical Staff Committee Assignments with the Board. This is just a reminder of all the things our Medical Staff does in addition to caring for patients.

The board thanked Dr. Perera for all of his hard work these past few years; we acknowledge this is his last board meeting as Chief of Staff.

**Staff and Status Reports from Administration**

Geri Forbes, CEO reports with the following:

Geri opens by congratulating our recent Daisy Award winner Chris Carpenter, a Hospice/HomeHealth nurse case manager.

Dr. Zina Hajduczok was named the medical director of the stress testing outpatient lab for WhidbeyHealth. We are expanding our cardiac services and providing more availability for outpatient stress test appointments at the hospital. The goal is to make this service available and convenient for our community.
Sherri Anderson a CS Distribution Tech organized a successful Tree of Hope event again this year. WhidbeyHealth surpassed the past two years of gift giving donating presents for 71 children and 54 seniors. Geri thanks all the employees and departments that generously donated to the cause.

A slideshow is now available which displays all phases of the WhidbeyHealth Medical Center construction project. You may contact Patricia Duff if you are interested in obtaining a copy.

Starting January 3rd 2019, the WhidbeyHealth Family Birthplace will be hosting a 6 week Childbirth Education class. The class will cover a variety of topics including: delivery preparation, hydrotherapy, car seat requirements and much more. Cost of this session is $85 and it is open to anyone in the community whether they choose to deliver here or not.

Our employee council will be hosting its Annual Holiday Party this Wednesday December 12th. Commissioners are invited to come join the festivities.

**Finance Update**

Ron reviewed October Financials:

1. Clinic visits volumes were back on track in October, visits were higher than the last two years.

2. Women’s Care peaked again this month, while surgical and Ortho were flat. We would like to look at Amy Fettig’s monthly report of surgery volumes and caseloads.

3. MAC clinic visits dropped off this month
4. ER visits were the lowest they have been in 4 years
5. Surgeries were the lowest in two years
6. CT had a catastrophic drop in October
7. Patient days and discharges were slightly higher than previous years
8. Expenses, FTE, Supplies and compensation were discussed

Board Items

*Resolution 387*

Ron Telles presents Resolution 387 for the extension of the current line of credit for Board approval.

Commissioner Blankenship motions to approve Resolution 387, seconded by Commissioner Cammermeyer. Motion Carried.

*Jennifer Reed presents the 2019 Operational Budget*

- Inpatient volumes to remain steady, outpatient to increase 3%
- Primary Care conversion to RHC and Coupeville Primary Care contribute another 2,800 visits annually
- Discussed charge decreases in DI, Rehab, and Lab for 2019
- No additional FTE
- Wage and union negotiations discuss
- Change to RHC revenue impact and outpatient volume
- Cost report projections and reduction in expenses discussed
- Proposed budget including overall expenses and revenue for 2019

Commissioner Fey motioned to approve the 2019 Operating Budget as presented seconded by Commissioner Anderson. Motion carried

*2019 Board Committees*

Board Committees is presented and discussed the Board has agreed to stay on each assigned committees for 2019.
The Board will be looking to reactivate the Governance and Strategic Planning Committees.

**Resolution 388**
President Wallin presents Resolution 388 regarding 2019 Board dates and times. After much discussion and consideration the decision stands to retain the current date and time for the Board Meetings. Commissioner Cammermeyer motioned to approved Resolution 388 regarding 2019 Board dates and times, seconded by Commissioner Anderson.

**Board Self-Evaluations**
President Wallin shares Board Self Evaluation with the Board. President Wallin asks each board member to have these filled out and completed by the next board meeting.

**Board Nominations**
President Wallin asked for nominations the two board positions of President and Secretary. Commissioner Cammermeyer motioned to retain the current Board President and Secretary, seconded by Commissioner Anderson. Motion carried.

**Executive Session**
President Wallin stated that the Board will be excused into Executive Session at 8:30am. President Wallin called the meeting back to order at 9:06am.

**Agenda Items For Next Board Meeting**
President Wallin noted for the next Board meeting:

Next Board meeting will be held Monday, January 15th at 7:00 am.

**Adjournment**
There being no further business, Commissioner Fey called for a motion to adjourn, seconded by Commissioner Anderson to adjourn the meeting at 9:08 am. Motion carried.