The regular meeting of the Board of Commissioners of the Whidbey Island Public Hospital District was called to order at 7:06 am by Board President, President Wallin. President Wallin noted that due to weather conditions we are starting today’s meeting behind schedule. Present were President Wallin; Commissioner Fey; Commissioner Cammermeyer (Conference Call); Commissioner Anderson (Conference Call); Commissioner Blankenship. Also present were Chief Executive Officer, Geri Forbes; Chief Financial Officer, Ron Telles; Chief Nursing Officer, Lisa Sanford; Chief Quality & Transformation Officer, Linda Gipson; Chief Human Resource Officer, Cindy Paget; Chief of Staff, Dr. Nicholas Perera; General Counsel, Jake Kempton and several other hospital staff.

**Points of Order**

President Wallin stated the meeting will be audio and video recorded today. President Wallin stated there were no points of order for Consent Agenda.

**Consent Agenda**

Commissioner Fey made a motion to approve the Consent Agenda and the vouchers as presented, seconded by Commissioner Blankenship. 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. #218400 to #219476 and #3788 to #3798 in the total amount of $12,926,441.68 with Capital equipment vouchers in the amount of $42,990.98, motion carries therefore the vouchers are approved for payment in the amount of $12,696,432.66 on this 11th of December 2017.
General Public Comments

- No comments from the public.

Nursing

Lisa Sanford, CNO

- WhidbeyHealth Nursing Counsel sponsors the Daisy Award, which is an international program designed to recognize extraordinary Registered Nurses. Hannah Carlson, ARNP working in our Primary Care Clinton office, was honored with the award this year.

- Next month we will have another round of second year clinical students’ onsite. We have had a great response with our previous groups from our patients, staff and providers.

- Nursing department is working to create a Skills Fair by assessing competencies for our staff. This will be a one week fair which will work on the skills necessary to keep our staff competent. A virtual tool that we are looking to utilize during the fair will be a “SIM man” and a simulation of our patient rooms. A “SIM man” is a manikin that staff will be able to simulate procedures on. Virtual tools are a proven method of learning; we are both excited for the opportunity, and confident that this will provide a positive learning environment for our staff.

- Lisa stated that she has been working with our Quality Department to create a Nursing dashboard composed of key nursing metrics. She is hoping to provide the Board with a copy of this dashboard at our next meeting. This dashboard will be providing a retrospective look at last year. It is her goal moving forward to use this dashboard for ongoing reports throughout the year.
Quality & Patient Safety

Linda Gipson gave a Quality update.

- Linda is happy to inform the board, WhidbeyHealth has improved to three stars on the CMS quality report. A few of the factors that led to improvement was our focused work on the diagnosis of sepsis, and our association with the University of Washington with the antibiotics stewardship program. Patient experience has improved, and we continue working hard on exploring opportunities for improvements in 2018.

- Opioid initiative update, we are looking to reduce the inappropriate use of opioid prescriptions and the prescription rate in general. Our efforts are being recognized at the state level. In January, Dr. Laura Baldwin, and Mary Katelyn, will be speaking to the staff and providers about pain management and prescription methodologies other than opioids. The Emergency Room engaged in a nationally accepted program for reducing opioid prescriptions, we have a 9.1% opioid prescription rate. This puts us in the middle of the state with adults over the age of 18 that have some sort of opioid prescription. The highest rate in the state is almost 19%. Our numbers reflect us working hard in our Emergency Department and our In-Patient department, while also working with our community. We now turn our concentration on our surgical offices and surgical providers to begin changing old habits thus reducing the number of opioid prescriptions and quantity of opioids provided to patients after surgery.
• We have been doing observational work in our clinics. The quality team has been working with Ron and our clinic leaders to improve operational efficiencies, and fill physician vacancies at our clinics.

• Cindy Paget reported we are pleased to inform the Board, two physicians will be joining our team, beginning March of 2018. Helping to fill the clinic vacancies are Dr. Chavez, who will be serving at our Cabot Clinic, and Dr. Rochier who will be serving at our Freeland clinic.

**Medical Staff Report**

Dr. Nick Perera, Chief of Staff reported the following:

Dr. Robert Burnett will be retiring at the end of the month. We would like to thank him for his years of good work here at WhidbeyHealth.

Dr. Perera shared the Chief of Staff Committee Assignments for the upcoming calendar year. The document provides the board with an overview of the continued commitment our physicians provide to the WhidbeyHealth team outside of their clinical duties.

Dr. Nicholas Perera presented the privilege request form for Oral and Maxillofacial surgery.

Commissioner Fey made a motion, seconded by Commissioner Blankenship to approve Oral and Maxillofacial surgery.

Dr. Nicholas Perera presented the following Initial Appointments.

- Andrew Gutman, MD, Radiology  Provisional Telemedicine
- Julie Lee, MD, Radiology  Provisional Telemedicine
- Lawrence Lee, MD, Radiology  Provisional Telemedicine
Garland McQuinn, MD, Radiology     Provisional Telemedicine
John Vassar, MD, Anesthesiology     Provisional Active
Sarah McDaniel, MD, Emergency Medicine     Provisional Active
Michelle Pham, MD, Hospitalist     Provisional Courtesy

Commissioner Wallin made a motion, seconded by Commissioner Blankenship to approve the Initial Appointment as presented. Motion carried.

Dr. Nicholas Perera presented the following Advancements.
Alicia Darr, ARNP, CNM, Obstetrics and Gynecology     Advanced Clinical Practitioner

Commissioner Fey made a motion, seconded by Commissioner Blankenship to approve the Advancements as presented. Motion carried.

Staff and Status Reports from Administration

Administrative Update

Geri Forbes, CEO reported the following:

- Patient experience findings have shown that the majority of patient experience is positive. We are having one or two instances during the longevity of a stay that may have not been as expected, and this one instance is driving down the results of the questionnaires.
- Siemens follow up from last month’s partnership announcement; we now have two portable x-ray machines in house. Our diagnostic imaging team is very
excited to be utilizing the new equipment, and it has been very well receive by the patients.

- We have a few employee events this upcoming week, to celebrate the holidays. Our Employee Council is putting on parties for each shift this Wednesday December 13th, providing every staff member the opportunity to enjoy some holiday spirit.

- Rebekah Montgomery, NP has joined our Goldie Road clinic in Oak Harbor. This has allowed us to fill most all of the open positions for primary clinics.

- Dr. Bauer has been retained on staff as part of the planning for Dr. Burnett’s retirement. We will be celebrating Dr. Burnett’s retirement this Friday, December 15th at the Women’s Care Clinic in Coupeville.

- Thanksgiving here at WhidbeyHealth was positive; two of our executive staff pitched in. Ron Telles, CFO and George Senerth, Executive Director stepped away from their own Thanksgiving tables and joined the Café staff in serving lunch.

**Finance:**

Ron Telles, CFO, discussed and presented the following financials for October 2017 and 2018 Fiscal Year Budget:

- Clinic visits were all up in volume from last month.

- ED remains stable.

- Patient days and admits are up from last year and remain steady.

- 2018 Budget is being credited in large part to the work of Controller Jennifer Reed. She worked with all of the managers of each department to help prepare the budget being presented today.
• Assumptions are presented to the board; these are the assumptions that are provided to help create our 2018 budget.

2018 Fiscal Year Budget is presented to the Board.
Commissioner Fey moves to approve 2018 Fiscal Year budget, seconded by Commissioner Blankenship. Motion moved.

**Board Items:**

1.) EMS IAFF contract summary presented by Geri Forbes CEO:

• Contract was negotiated in two days. It has been ratified on by both parties.

  Commissioner Blankenship moved to approve the IAFF contract, seconded by Commissioner Fey. Motion moved.

2.) Board Committee Assignments were reviewed by the Board and assignments will remain the same as last year. Board of Health is noted to be held on the third Tuesday of every month.

3.) Resolution 380 the Board Meeting dates for the 2018 calendar year:

  Resolution 380 is presented for approval.

  Commissioner Blankenship moved to approve Resolution 380, seconded by Commissioner Fey. Motion moved.

4.) Proposed Resolution 381 Heritage Bank line of credit:

  The proposed resolution is brought forth to the board, for review, and finalization of this proposed Resolution will be presented at next month’s meeting.

**Agenda Items For Next Board Meeting**

President Wallin noted for the next Board meeting:

1) Next Board meeting will be held Monday, January 8th at 7:00 am.
Adjournment

There being no further business, Commissioner Blankenship called for a motion to adjourn, seconded by Commissioner Fey to adjourn the meeting at 7:57 am. Motion carried.