The regular meeting of the Board of Commissioners of the Whidbey Island Public Hospital District was called to order at 8:02 am by Board President, Commissioner Wallin. Present were President Wallin; Commissioner Fey; Commissioner Anderson; Commissioner Cammermeyer; Commissioner Blankenship; Chief Executive Officer/Chief Financial Officer, Ron Telles; Chief Operations Officer, Colleen Clark; Chief Nursing Officer, Lisa Sanford; Chief Quality & Transformation Officer, Dr. Linda Gipson; Chief Legal Officer, Jake Kempton; Chief of Staff, Dr. Doug Langrock; 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. #243493-244347 and #10681-10732 total amount of $11,574,994.49 with Capital equipment vouchers in the amount of $115,623.27 motion carries therefore the vouchers are approved for payment in the amount of $11,690,617.76 16th of December 2020.

General Public Comments:
Foundation Chair Bonnie Abney introduced board members new to the Foundation. Marion Jouas, RN has a background as a trauma nurse in the military and will be a representative for the south end. Bill McDaniel, a physician and retired admiral from the Navy will be representative of the north end.
Medical Staff Report

Dr. Doug Langrock presented the following initial appointments:

Ajaz Sheikh, CRNA, Anesthesia, Provisional
Roger Cason, CRNA, Anesthesia, Navy, Provisional
Meghan McSorley, MD, Obstetrics/Gynecology, Provisional
Thomas Steffens, MD, General Surgery, Provisional
Lily Henson, MD, Tele-Neurology, Provisional
Douglas Cragin, MD, Tele-Neurology, Provisional
Kim Chapman, FNP, Hospitalist, Provisional
Brittney Kane, ARNP, Palliative Care, Provisional

Commissioner Fey made a motion to approve initial appointments as presented; seconded by Commissioner Cammermeyer. Motion carried.

Dr. Langrock presented the following advancements:

Tarvinder Singh, Neurology, Provisional to Telemedicine
Eugene Hong, MD, Urology, Provisional to Courtesy
Amy Arisco, MD, Urology, Provisional to Courtesy

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

Dr. Langrock presented the following reappointments:

Regina Currier, DPM, Podiatry, Active
Zachary Phelps, MD, Emergency Medicine, Active
Ruth Treat, DO, Neurology, Telemedicine
Chase Simpson, CRNA, Anesthesia, Active
Michelle Aube, CRNA, Anesthesia, Active
Peter Jiang, MD, Oncology, Courtesy
Dan Fisher, MD, Internal Medicine, Active
Zayan Kanjo, MD, Internal Medicine, Active
Commissioner Fey made a motion to approve reappointments as presented, seconded by Commissioner Cammermeyer. Motion carried.

Dr. Langrock presented an application for new procedure per Medical Staff policy 16. A motion was made by Commissioner Cammermeyer to approve the ophthalmological procedure as presented, seconded by Commissioner Fey. Motion carried.

Dr. Langrock presented a massive transfusion procedure protocol. It was clarified that there is an existing blood transfusion protocol, this is a separate procedure specifically related to massive trauma transfusion that was created in collaboration with other organizations and is a requirement for WhidbeyHealth’s continued trauma designation. A motion was made to approve the protocol by Commissioner Cammermeyer, seconded by Commissioner Anderson. Motion Carried.

Dr. Langrock presented a protocol for patient own medications. Discussion followed regarding investigational protocol drugs and potential patient safety issues. Dr. Langrock will take the protocol back to the Medical Executive Committee to address concerns raised by the Board of Commissioners. Approval of this policy was tabled at this time.

Dr. Langrock presented a policy for contraceptive access. Dr. Langrock noted this policy is consistent with Washington state law, current constitutional law and is aligned with being a public hospital. A motion was made to approve the policy as presented by Commissioner Cammermeyer, seconded by Commissioner Blankenship. Motion carried.

Dr. Langrock presented a Pre-Surgical Orders check list as an informational item to the board. Commissioner Blankenship recommended the addition of ensuring all necessary consents have been appropriately documented. Dr. Langrock will share this recommendation with the Medical Executive Committee.

Dr. Langrock presented an updated policy for medical personnel, which removes emergency medical service providers per Department of Health guidelines. A motion to approve the policy was made by Commissioner Fey, seconded by Commissioner Cammermeyer. Motion carried.
Insurance Overview

Jim Chesmore, Insurance Broker from Parker, Smith & Feek gave a presentation on WhidbeyHealth’s Insurance coverage including an overview of insurance market conditions, strategic initiatives, current insurance industry market conditions, and WhidbeyHealth’s current insurance program. Mr. Chesmore submitted a written report to the board including more detail on cyber security. Mr. Telles thanked the board for bringing Mr. Chesmore to the meeting today to review WhidbeyHealth’s coverage to ensure the organization has appropriate coverage.

Quality Update

Dr. Linda Gipson gave an abbreviated quality report in the interest of time. Dr. Gipson shared the important work that has been done with community partners in the interest of population health. Dr. Gipson shared data on a screening tool that will be used throughout Island County and has been piloted at WhidbeyHealth’s Freeland clinic. Dr. Gipson gave an overview of the AIM collaborative care model and shared plans to have a psychiatric fellow at WhidbeyHealth by June of 2020 to assist in the development of a fully integrated collaborative care model.

Dr. Gipson stated WhidbeyHealth has also partnered with Honoring Choices with a goal of encouraging every member of the community to have conversations about advance directives regardless of age. Primary care physicians will be working towards getting this information included in their patient’s medical records.

Dr. Gipson announced that WhidbeyHealth is one of 50 hospitals chosen across the country to work with Take Heart with a goal of improving referrals to cardiac rehabilitation.

Dr. Gipson reviewed the outpatient care gap score card by clinic. Dr. Gipson stated the quality measures are geared towards prevention and there is a financial opportunity for the organization for meeting quality goals in these areas.

Dr. Gipson presented data regarding the two primary organizations that WhidbeyHealth is considering for accreditation purposes: The Joint Commission (TJC) and Det Norske Veritas (DNV). Dr. Gipson outlined the very different philosophies in the survey process between these two organizations. TJC is very similar to CMS with a
survey completed every three years while DNV is focused on a fundamental cultural change that uses ISO9001 international standards for management and quality with an annual survey. Mr. Telles stated Administration is making a recommendation of DNV due to the focus on cultural change. Commissioner Fey also endorsed DNV. Voting on this matter will be deferred to a future board meeting.

**Operations Reports:**

Colleen Clark, COO requested the board refer to the written report for updates on current recruitment status and the status of the project management office. Ms. Clark gave a presentation on the value of the addition of a Chief Medical Officer position to the Executive team with an overview of the role and responsibility of a CMO. Ms. Clark stated this role would not add any additional cost to the organization with restructuring in medical directorships. Mr. Telles echoed the sentiment of the importance of adding the voice of a provider to the Executive Team to support the work that is being done to become a patient centric organization. Ms. Clark will be taking this presentation to the Medical Executive Committee for input and feedback. Commissioner Blankenship stated the opinion of the Medical Executive Committee will need to be strongly considered by the board prior to making a decision. Dr. Garth Miller was invited to speak to this position and the value of having a provider as part of the administrative team. Dr. Miller stated the CMO position ensures that Administrative decisions are made with patients at the forefront and it aids in keeping the provider body informed on why Administrative decisions are made. Commissioner Blankenship requested data on what other critical access hospitals have a CMO. Dr. Langrock stated it will be important to have discussions about the role of the medical staff in the governance of the hospital.

**Finance Update**

Jennifer Reed, Director of Finance gave a brief overview on finance as of October 2019 with limited data for November. She stated cash on hand is currently at 15 days.

Ms. Reed presented the proposed 2020 operating budget. Due to late submission, Commissioner Blankenship requested deferred approval of the operating budget until
the January meeting. Mr. Telles stated there will be a focus on accountability in 2020. Managers will be meeting with Finance on a monthly basis to review variances in their department budgets. If significant budgetary variances continue, a plan of action will be developed with further presentation to the Finance Committee if necessary. Mr. Telles requested the board hold Administration accountable for budget variances.

**Staff and Status Reports from Administration**

Mr. Telles shared that the parking area formerly reserved for Administration is now reserved for Employee of the Quarter and staff carpoolers. Mr. Telles stated WhidbeyHealth has been meeting with representatives of the Navy to discuss the impending closure of their birth unit. Mr. Telles anticipates the impact of this on WhidbeyHealth Family Birthplace will be an additional 12-15 deliveries per month. WhidbeyHealth Administrators will be meeting with Pediatric staff this afternoon to discuss on call coverage to mitigate this change.

Mr. Telles recognized staff that have recently received certifications and gave an update on the installation of a new generator fuel tank, work taking place with LionFish on the upcoming 50th anniversary celebration, upcoming community outreach and the generosity of WhidbeyHealth staff that sponsored 110 children in the community with donating Christmas gifts.

**Board Items:**

Jake Kempton presented resolution 404 regarding approval of 2020 board dates. Commissioner Blankenship made a motion to approve, seconded by Commissioner Anderson. Motion carried.

President Wallin states the board will now be excused into Executive Session at 10:23am, under RCW 42.30.110 (1)(i) - discussion of current or potential litigation; RCW 42.30.110 (1)(g) - performance of a public employee; RCW 42.30.110 (1)(g) - evaluation of qualifications of an applicant for public employment; RCW 70.41.205 and RCW 70.44.062 - review of request for action on physician privileges. No voting will take place.

Regular session continues at 12:15pm.
President Wallin confirmed the Executive Session was informative only and no votes were taken. Commissioner Anderson was excused from the meeting during the Executive Session due to a prior commitment.

Commissioner Blankenship stated that after review of documentation provided by the Medical Executive Committee and a lengthy, thoughtful discussion, the board feels the requirements of the Medical Staff bylaws have been appropriately followed by the Medical Executive Committee in recommending the revocation of a provider’s credentials. In full recognition of the significant impact of this decision, Commissioner Blankenship made a motion to adopt the recommendation made by the Medical Executive Committee to finalize revocation of Dr. Siggard’s credentials at WhidbeyHealth. Motion seconded by Dr. Cammermeyer. Motion carried by unanimous vote.

**Agenda Items for Next Board Meeting**

The next Board meeting will be held Monday, January 13th at 8:00 am.

**Adjournment**

There being no further business, Commissioner Blankenship made a motion to adjourn the meeting, seconded by Commissioner Fey. Board meeting adjourned at 12:19pm.
President of the Commission

Secretary of the Commission

Commissioner

Commissioner

Commissioner