

February 11, 2019

The regular meeting of the Board of Commissioners of the Whidbey Island Public Hospital District was called to order at 10:04 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, Linda Gipson; Lisa Sanford; Chief of Staff, Dr. Douglas Langrock; General Counsel, Jake Kempton; Chief Human Resource Officer, Cindy Paget and several other hospital staff. Quality & Transformation Officer, via conference phone call.

Points of Order

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

Consent Agenda

President Wallin 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. #234396 to #235335 and #3961 to #3990 in the total amount of \$10,407,363.24 with Capital equipment vouchers in the amount of \$76,800.69 motion carries therefore the vouchers are approved for payment in the amount of \$10,484,163.93 on this 11th of February 2019.

General Public Comments

- No Public Comment

Eide Bailly Presentation

Ron Telles introduces Eide Bailly, sharing with the Board the Finance Committee reviewed the submitted request for qualifications for audit services at its last meeting. The Finance Committee voted and requested Eide Bailly to present to the Board for approval to take over our audit services.

Kevin Smith and Kristin O'Connor present themselves and their firm to the board. Kevin has been in the industry for 27 years, while Kristin has been practicing for 7 years, this team will be our primary contact with Eide Bailly.

- Eide Bailly has been serving clients for more than 100 years of this time they have remained one of the top 25 CPA firms in the nation
- Eide Bailly has 33 offices in 14 states which encompasses 2,000 partners and staff
- Eide Bailly covers their business resources which include both healthcare and government entities
- Eide Bailly currently serves nearly 40 of the 50 continental United States

Commissioner Cammermeyer asked to explain the transition from one audit entity to Eide Bailly. Kevin assures the Board that the majority of the methods will be similar; however with a fresh set of eyes they may be asking more clarifying questions. Eide Bailly wants to build a partnership with our accounting team to establish a strong

relationship. They will additionally review previous years audits to get a full picture and clear understanding.

Commissioner Blankenship asks what the terms of an agreement would be? Ron Telles shares that the Finance Committee did an extensive review of the other firms, we are proposing to enter a three year fixed agreement with Eide Bailly.

Commissioner Fey made a motion to enter a three year agreement with Eide Bailly, seconded by Commissioner Anderson. Motion carried.

Nursing Update

Lisa presented her updated clinical dashboard. Due to inclement weather the nursing team's priorities shifted from finishing this year-end report to ensuring an appropriate staffing plan and quality patient care. Lisa will present her full dashboard next month.

Lisa shares the following:

- Our discharge instruction numbers are better than previous years however this will be a goal to continue improvement in 2019
- Staff is struggling with hand washing observations, to clarify this is not an issue of actual hand washing, but rather of it being observed and documented
- We had a strong year of low surgery infections, with zero infections for a majority of the year, the last few months we had some issues related to our move. We have ironed these issues out and will be back down to zero infections in January.

- Our ED throughput has continued to be a challenging area; one change we are making to help alleviate our times will be different start times for providers and staff. We hope to staff up before the “bell curve” or influx of patients, enabling us to conquer long wait times.
- Falls are down this year, highlighting falls with serious injuries down significantly.
- We had a record year this year regarding hospital deliveries, with 252 deliveries this year. We have had terrific outcomes, and will continue to watch the volume in this category, as the navy has a large impact on this category.

Commissioner Cammermeyer asked that moving forward we share actual numbers to help quantify the shared percentile numbers.

Commissioner Blankenship asks if the ER and In-patient sepsis numbers could be split out, Commissioner Cammermeyer asks for Lisa to distinguish the difference between patients who present with Sepsis and patients whom develop sepsis.

Lisa clarifies the C-section rate is 23%, Lisa will bring back more data with comparisons to the state average.

Medical Staff Report

Dr. Doug Langrock presented the following Initial Appointments:

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|---------------------------------------|--------------------|
| David Huddleston, MD, General Surgery | Provisional Active |
| Heidi Nicewarner, MD, Cardiology | Provisional Active |
| Gaila Palo, ARNP | Provisional Active |

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|--------------------------------|--------------------|
| Ruth Thomson, MD, Neurology | Provisional Active |
| Derek Clark, MD, Neurology | Provisional Active |
| Tarvinder Singh, MD, Neurology | Provisional Active |

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

Dr. Doug Langrock presented the following Advancements:

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| Rebekah Montgomery, DNP, Family Practice | Provisional Active to Active |
| Kory Herrick, MD, Neurology | Provisional Active to Active Telemedicine |
| Dennis Rochier, MD, Internal Medicine | Provisional Active to Active |
| James Bauer, MD, OBGYN | Provisional Active to Provisional status extended for 30 days |

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

Dr. Doug Langrock presented the following Reappointments:

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|------------------------------------|---------------------|
| Nancy Clark, PA-C, Family Practice | Active |
| Ben Harmon, MD, Radiology | Active Telemedicine |

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|-----------------------------------|---------------------|
| Elizabeth Hays, MD, Radiology | Active Telemedicine |
| Kirk Myers, DO, Radiology | Active Telemedicine |
| John Hoyt, MD, Pathology | Active Courtesy |
| Ryan Fortna, MD, Pathology | Active Courtesy |
| David Atkins, MD, Radiology | Active Telemedicine |
| Samantha Lancaster, MD, Radiology | Active Telemedicine |
| Diane Nathan, MD, Radiology | Active Telemedicine |
| Somnath Prabhu, MD, Radiology | Active Telemedicine |
| Roderick Saxey, MD, Radiology | Active Telemedicine |
| Brian Tryon, MD, Radiology | Active Telemedicine |

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

Dr. Doug Langrock acknowledged the following resignation of privileges:

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|---------------------------------------|------------|
| Vicki Werve, ARNP, Family Practice | 12/04/2018 |
| Hannah Carlson, ARNP, Family Practice | 01/25/2019 |
| Helene Lhamon, MD, Emergency Medicine | 01/15/2019 |
| Michael Gravatt, MD, Family Medicine | 12/28/2018 |

Dr. Langrock presents the Ensuring Appropriate Patient Care policy for approval.

Commissioner Cammermeyer motions to approve the Ensuring Appropriate Patient Care policy, seconded by Commissioner Blankenship. Motion carried.

Dr. Langrock highlights that the Medical Executive committee once again discussed WhidbeyHealth's pursuit of the USDA loan. The Medical Executive unanimously supported this early last year, as did the Medical Staff. Dr. Langrock solidifies that the Medical Executive Committee once again voted unanimously in support of this loan.

Human Resources Update

Cindy presents to the board the year end Human Resource update:

- 62 days to jobs acceptance non-provider
- 22 days to job acceptance with providers
- Annualized turnover rate is up slightly this year
- Voluntary turnover rate was up for the fourth quarter to 6%
- New Employer, Military moves and personal reasons lead the pack in reasons for termination
- Leave of absence cases are down this quarter, for both continuous and intermittent. We did see a drop in continuous leave this year overall, while intermittent numbers were up this year
- Number of injuries are down this year, although the fourth quarter we did see a spike due to weather

- Current travelers reviewed, highlighting the complication with our ED as they have four travelers at this time. This is a piece of work Lisa and Cindy will be working on this year

Commissioner Blankenship asked if Cindy could present quarterly traveler data over the past two years, as the data presented is merely a snapshot. This will help the board understand which departments are utilizing the travelers and how we can work on filling these gaps.

Staff and Status Reports from Administration

Geri Forbes, CEO reports with the following:

WhidbeyHealth is beginning its strategic planning and facility plan with an outside consultant, Jody Carona. Blue Room architecture has been selected to assist in the infrastructure planning. Senior leadership will be reviewing their goal successes from 2018 and tying their 2019 goals to the strategic plan.

Our leadership team is looking at creating a project management office to assist with the number of upcoming projects this year. More details on this office and transition next month.

Dr. Lee Roof will be retiring at the end of the month after 30 plus years of serving Whidbey Island. The Medical Staff is hosting a retirement party for Dr. Roof on March 8th at the Elks Lodge in Oak Harbor. This is an RSVP event only, if you plan on attending please speak with Heather Tenore in the Foundation.

As Lisa mentioned, our continued struggle with hand hygiene observations, we want to highlight the Med/Surg team who was recognized with a perfect score and best hand hygiene observations. The minimum required observations are 50/month, with the request to observe as many types of employees and spread out the observations over different times and days. We want to congratulate the Med/Surg team on their great work.

WhidbeyHealth Palliative Care provider, Carla Jolley, MN, ARNP, AOCN, CHPN spoke to the Oak Harbor Rotary Club recently about the importance of Advance Directives and what people would like to happen when they are no longer able to communicate. Carla and Dr. Jerald Sanders are eager to share this presentation with any group interested in learning more. Dr. Sanders has an upcoming talk tomorrow February 12th in the Health Education Center about this very topic.

Geri reminds our board that the 2019 Linda Lee Martens Community Health Hero Award application is open. Nominations are due by April 1st.

Save the date reminder for our annual Employee Recognition Celebration. Wednesday March 20th from 2:00 to 3:30pm we will be recognizing our staff, please mark your calendars and join us for this special occasion.

Lastly, Allison Krizner, Bereavement Coordinator, has a series of Grief Support Group drop in sessions. The group meets the 2nd and 4th Wednesday of each month from 1:30-3:00pm in the Health Education Center. If you or someone you know would like to attend please feel free to join this group at any time.

Finance Update

December Financials:

Ron reviewed December Financials:

1. Clinic visits volumes dropped drastically in December partially attributed to the power outage which affected the whole Island and vacation leave for the holidays.
2. Women's Care saw the biggest drop of all the clinics.
3. MAC clinic visits are back on trend and stable
4. ER visits were on trend with last year
5. Surgeries were the lowest number of surgeries in at least two years
6. MRI was down from last month while CT scan shot up
7. Patient days and discharges were low again this month
8. Ron reviewed a 5 year trend on Surgeries, MRI, CT scan, ER visits, clinic visits, discharges and patient days the trend has dropped nearly every year since 2013. We will be looking at difference in practice around more surgeries being driven to outpatient. ER visits and clinic visits have grown over the last five years. MRI numbers have been on a downward trend while CT has stayed stable. Surgeries have dropped catastrophically over the last year.
9. Compensation was significantly higher in December and supplies were also up.
10. Year-end balance sheet reviewed in detail
11. Net operating income and days cash on hand discussed

Board Items

President Ron Wallin announces the Board will now proceed into Executive Session at 11:33 am for about 45 minutes. Current or potential litigation. RCW 42.30.110 (1)(i)

Executive Session ends at 12:38pm.

Ron Wallin asks that Resolution 392- Surplus Real Property, be placed on hold and discussed at a later date.

Commissioner Fey motioned to table Resolution 392, seconded by Commissioner Cammermeyer. Motion Carried.

Jake Kempton presents Resolution 393-Surplus Property.

Commissioner Cammermeyer motioned to approve Resolution 393 Surplus Property, seconded by Commissioner Blankenship. Motion Carried.

Agenda Items For Next Board Meeting

President Wallin noted for the next Board meeting:

Next Board meeting will be held Monday, March 11th at 7:00 am.

Adjournment

There being no further business, Commissioner Cammermeyer called for a motion to adjourn, seconded by Commissioner Anderson to adjourn the meeting at 12:45 am.

Motion carried.

President of the Commission

Secretary of the Commission

Commissioner

Commissioner

Commissioner