

January 8, 2018

The regular meeting of the Board of Commissioners of the Whidbey Island Public Hospital District was called to order at 7:05 am by Board President, President Wallin. Present were President Wallin; Commissioner Fey; Commissioner Cammermeyer (Conference Call); Commissioner Blankenship. 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. Excused Absences are Commissioner Anderson and Chief Executive Officer, Geri Forbes.

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. #220511 to #221411 and #3840 to #3852 in the total amount of \$8,457,081.94 with Capital equipment vouchers in the amount of \$17,818.05, motion carries therefore the vouchers are approved for payment in the amount of \$8,474,899.99 on this 8th of January 2018.

General Public Comments

- Nancy Hepp, Patient and Family Advisory Council chair introduced herself. Nancy wanted to let the Board know that she or a representative from the advisory council would be attending meetings regularly moving forward.
- John Mishasek, Executive Director of the Island County Economic Development Council introduced himself. He would like to encourage the Board to interface, and participate with the Economic Council, so that we can find ways to work together for the betterment of Whidbey Island.

President Wallin moves to have Dr. Perera's staff report moved up to on the agenda. Commissioner Fey motioned, Commissioner Blankenship seconded. Motion moved.

Medical Staff Report

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

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

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

Dr. Nicholas Perera presented the following Initial Appointments:

Arman Forouzannia, MD, Radiology	Provisional Telemedicine
Allie Massaro, MD, Neurology	Provisional Telemedicine-Swedish Medical Center
Eric Prince, MD, Neurology	Provisional Telemedicine-Swedish Medical Center
Peter Sumner, DO, Neurology	Provisional Telemedicine-Swedish Medical Center
Jennifer Witt, MD, Neurology	Provisional Telemedicine-Swedish Medical Center
Adriane Fain, CRNA, Anesthesiology	Provisional Advanced Clinical Practitioner
Kristopher Terry, MD, Internal Medicine-Hospitalist	Provisional Courtesy

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

Dr. Nicholas Perera presented the following Advancements:

Jigish Patel, MD, Radiology	Courtesy to Telemedicine
Henry Yee, MD, Orthopedic Surgery	Provisional Active

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

Dr. Nicholas Perera presented the following Reappointments:

Nicholas Perera, MD, Emergency Medicine	Active
Peter Jiang, MD, Oncology	Courtesy
Regina Currier, Podiatry, DPM	Courtesy
Douglas Caldwell, MD, Radiology	Courtesy to Telemedicine
Ying Wang, MD, Radiology	Courtesy to Telemedicine
Edwin Yau, MD, Radiology	Courtesy to Telemedicine

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

Nursing

Lisa Sanford, CNO

- Lisa presents a new dashboard that she has been working on. The metrics have been identified by the nursing staff to improve patient satisfaction outcomes and delivery times.
- The dashboard is a rolling 12 month representation from 2017 that we will be using as a baseline.
- PressGaney survey scores have not changed in the last 60 months. Our goal is to push for every key metric on this dashboard to be in the green. An employee culture opportunity is in the works with our Human Resource and Quality leaders, this will be a key to changing these numbers and help with success.
- Infection Prevention work and education has been very successful, our staff scored 100% in hand washing.
- Sepsis mortality has been identified as one of the key metrics we would like to follow up on. A team has been assigned to look for tools in helping recognize early sepsis, and we are planning to provide a tool kit to our staff through this process.
- ED throughput, nursing has been working hard to get patients triaged quickly, and sequenced in a timely manner. We are continually improving this process and are very happy with the progress at this point.
- In-patient metrics, we are looking at falls. Med-Surg went 5 months without a fall. We are now looking to improve our numbers in the OB department.

- Definitions and goals are presented on the dashboard. We are looking to improve by 5% in 2018.

Quality & Patient Safety

Linda Gipson gave a Quality update.

- Linda has been working hard with two board members Commissioner Fey and Commissioner Cammermeyer, to review the quality process with the quality committee. Updating our mission statement has been the focus, and charter has been drafted which is being reviewed by board members. We are looking to help drive our strategic plan and evolve our quality process in regards to patient care; we are working to become proactive.
- Linda notes that the patient advisory council members are present today and are very dedicated to helping and improve our process.
- Medical staff is working diligently and has put in many working hours on peer reviews and bylaws. This is to ensure that our metrics are in best practice. We are finding our metrics are far more developed than others we have seen with the rural health coalition. Our staff has worked very hard on these processes and we are very proud of their progress.
- Our Antibiotic Stewardship program has been awarded the ability to renew for 2018 without applying again. This has been contributed to the progress made this past year. This is a wonderful accomplishment for Colleen Klamm and our infection prevention team.
- Work has been an ongoing in the patient experience area. We are continuing to focus on this during our orientation process; we are setting a standard and holding people accountable. We are working on our culture for the betterment of our patients.

Staff and Status Reports from Administration

Administrative Update

Ron Telles reports on behalf of Geri Forbes, CEO with the following:

- Ron starts by thanking Patricia Duff, for her monthly creation The Happenings. This is a helpful resource to connect WhidbeyHealth with our community and our staff.
- Cindy Paget and Jamey Pennington came in on Christmas Day to support our staff, and helped serve lunch. We are thankful to have such a strong admin team that is willing to come in and support our staff during the holidays.
- Daisy Foundation recipient was awarded last month to an ARNP staff member at the Clinton Clinic. Hannah Carlson, ARNP was this year's winner, and we are delighted to have her on staff, we feel that she exemplifies the standard that we hold our staff to.
- We will be fully staffed with physicians in the coming months; this will be the first time in many years. Dr. Chavez starts in our Cabot clinic March 5, 2018. Dr. Rochier starts in Freeland on March 5, 2018. NP Montgomery and PA Haggerty will be joining our team in February 2018. As we transition into being fully staffed with physicians we look for opportunities to recruit for the future.
- We are looking at the worst flu season we have ever seen. Our team is looking to take as many preventative precautions as necessary, including pushing the flu vaccine. We are going to constantly remind staff to thoroughly wash hands, disinfect and stay home when sick.
- Women's clinic opened in Oak Harbor, and we are looking to add another provider to help with our increased number of patients. Our team is very happy with the success of this last month in the new clinic, and we look to sustain this positive growth.
- Three Commissioners were all sworn in this last month. Commissioner Grethe Cammermeyer, Commissioner Kurt Blankenship, and Commissioner Eric Anderson, have all been sworn in to their new respective terms. We are happy to report on this stability of our Board as we continue to grow.

Finance:

Ron Telles, CFO, discussed and presented the following financials for November 2017:

- Clinic visits were all the same in volume and on trend with previous years.
- ED slower than expected, it was the second slowest month of the year. We are expecting this number to grow with the flu season in full swing.

- Patient days and admits are down, and lower than previous years, and the lowest of this fiscal year.
- Volume and expenses were both low this month. Low expenses can be partially attributed to our flex staffing.
- We are showing a very strong financial year, as we look to December's numbers we are very close to achieving our goal numbers for 2017.
- Days in accounts receivable numbers are slightly concerning, we are taking a strong look at this to see how we can rectify the high numbers here.

Board Items:

1.) Resolution 381- LTGO & Revenue Bond Anticipation Note:

- Resolution 381 presented to the board for approval.

Commissioner Fey motioned for approval of Resolution 381, seconded by Commissioner Blankenship. Motion carried.

2.) Policy Update: Recruitment Bonus:

- Policy update presented to the board for approval.

Policy will be amended and presented in its final form at the next meeting.

Executive Session

President Wallin notes that the Board will be adjourning into Executive Session at this time. They will be accompanied by General Counsel Jake Kempton.

Board Meeting reconvenes after session ending.

Agenda Items For Next Board Meeting

President Wallin noted for the next Board meeting:

- 1) Next Board meeting will be held Monday, February 12th at 7:00 am.

Adjournment

There being no further business, Commissioner Fey called for a motion to adjourn, seconded by Commissioner Blankenship to adjourn the meeting at 8:55 am. Motion carried.

President of the Commission

Secretary of the Commission

Commissioner

Commissioner

Commissioner