The regular meeting of the Board of Commissioners of the Whidbey Island Public Hospital District was called to order at 7:04 am by Board President, President Wallin. Present were President Wallin; Commissioner Fey; Commissioner Cammermeyer; Commissioner Blankenship; Commissioner Anderson, Chief Executive Officer, Geri Forbes, 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 Chief Financial Officer, Ron Telles; Chief Nursing Officer, Lisa Sanford.

**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. #222459 to #223350 and #3861to #3868 in the total amount of $8,774,957.11 with Capital equipment vouchers in the amount of $346,979.82 motion carries therefore the vouchers are approved for payment in the amount of $9,121,936.93 on this 12th of March 2018.

**General Public Comments**

- No Public Comments

**Quality**

Linda Gipson, CQTO reports on the following:

- Patient Safety Awareness Week is this week, and we are engaging patients and providers. Patient safety is our top priority, and we have become very good at it. Our Patient Advisory Counsel, whom is present today, is working with us to
educate the community regarding patient safety and patient rights to ensure that we are reaching every patient.

- Our infection prevention team is celebrating five years for zero reports of ventilator associated pneumonia and central line associated blood stream infections. Urinary catheter associated infections is celebrating a two year infection free anniversary as well. Colleen Klamm and Dr. Mahal have become well known for their involvement in the antibiotic stewardship honor roll program. They do not have to submit data this year because we are so far ahead in our process, showcasing numbers that are half of what other hospitals of this size are.

- Healthcare Associated Infection Rates were very low, noting zero in the fourth quarter across the board. This again speaks to the work of our team and the processes that we have in place are in fact working.

- Patient Experience quarterly data is in, and we are extremely proud of the results. This is the first time we are in positive. Comparing our data with outside hospitals we are preforming better, and we are in the green in nearly all categories. One quarter doesn’t mean that we do not have improvements to make, and we will strive to achieve higher marks each quarter.

- Merit based Incentive payment system; this is something that went into effect four years ago. This is a way incentivize physicians and practices to improve their processes and close the care gaps. Our team has done amazing work on this project. Our measures change each year, pushing us to strive for the best in all areas. We just submitted our data for 2017 we were graded on 60% of quality and the remaining portion is graded on use of EMR to promote quality, and clinical practice improvement activities. Linda presents 1 of the 300 metrics which we submit; the presentation is for the board to better understand the process.

- MIPs summary reporting for our Primary Care Clinics; Quality Measures at 93%, Advancing Care at 97%, and Improvement Activities at 100%. This brings the overall MIPS reporting 94.65%. Linda shares a few hospital departments’ metrics, including Pharmacy and Health Information Management.
• Our medical staff has been working hard to drive quality initiatives outside of their regular responsibilities. We are working on revamping the bylaws, streamlining the peer review process, patient experience, and reconstructing our credentialing process. We are very grateful to have a committed team who is banding together and working hard on these various projects to strengthen our commitment to our patients.

**Medical Staff Report**

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

Dr. Nicholas Perera presented the Revised OB/GYN Privilege Request Form. Commissioner Fey made a motion, seconded by Commissioner Blankenship to approve Revised OB/GYN Privilege Request Form. Motion carried.

New Medical Staff Announcements:

- Rebekah Montgomery, DNP, Family Medicine- Goldie Location
- Kristine Holiday, PA-C, Family Medicine- Cabot Location
- Dennis Rochier, MD, Internal Medicine- Freeland Location
- Freddy Chaves, MD- Cabot Location
- Thomas Harris, MD-New Medical Director of Careage, joining next month.

Dr. Nicholas Perera presented the following Initial Appointments:

Rebekah Montgomery, DNP, Family Medicine Provisional Advanced Clinical Practitioner

Kristine Holiday, PA-C, Provisional Advanced Clinical Practitioner

Dennis Rochier, MD, Internal Medicine Provisional Active

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

Dr. Nicholas Perera presented the following Advancements:

Ruben Krishnanathan, MD, Radiology Courtesy to Telemedicine

Hannu Hudnanpaa, MD, Radiology Courtesy to Telemedicine

Mark Alter, MD, Psychiatry Consulting to Telemedicine
Hansel Arroyo, MD, Psychiatry Consulting to Telemedicine
Richard A. Callahan, II, MD Psychiatry Consulting to Telemedicine
Marissa Stridron, MD, Psychiatry Consulting to Telemedicine
Suraya Kawadry, MD, Psychiatry Consulting to Telemedicine
Douglas M. Ikelheimer, MD, Psychiatry Consulting to Telemedicine
Leena Sumitra, MD, Psychiatry Consulting to Telemedicine
Justin Cuschieri, MD, Gastroenterology Provisional to Courtesy

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

Dr. Nicholas Perera presented the following Reappointments:
Judy Scheidt, DO, Family Medicine Active
Robert Johnson, MD, Ophthalmology Active
Christopher Bibby, MD, Family Medicine Active
Mark Cichowski, MD, Ophthalmology, Affiliate Active (Membership Only)

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

Dr. Nicholas Perera presented the following Additional Privileges Request:
John Hassapis, MD, General Surgery Active- Bone Marrow Biopsies
Arman Fouzannia, MD, Radiology Telemedicine-Coronary CT Angiography (including calcium scoring)

Commissioner Cammermeyer made a motion, seconded by Commissioner Anderson to approve the Additional Privileges Requested. Motion carried.

Medicare Update:
Beth Stout presented a Medicare Card update:
Medicare is issuing new cards to every Medicare beneficiary starting in April 2018. Medicare will no longer have beneficiary social security numbers on their cards, which will be replaced with an eleven random alpha numeric characters sequence. Internally, we are working on completely taking social security numbers out of our systems and will no longer be asking for them when patients check in. Beth is asking to help spread the word as new cards will be issued via mail, so it is extremely
important that we notify the community to be on the lookout for these new cards, and ensure social security has their correct address. Our staff has been educated and we are adding signs all over our hospital and clinics to try and spread the word.

**Staff and Status Reports from Administration**

Administrative Update

Geri Forbes, CEO reports with the following:

- Our partnership with the Washington Rural Health Collaborative has been a strong networking opportunity for our hospital and others. The collaborative is a network of 13 Critical Access Hospital’s from all over the state with the mission to stimulate innovations and agile partnerships that improve rural healthcare quality. The collaborative works together on clinical and non-clinical initiatives, examples of some non-clinical areas are, joint contracting, joint purchasing, health care compliance and telemedicine network work. This gives our Rural Hospitals more negotiating power by bonding together, incentivizing reasons to work with us. Every year the CEO’s from the collaborative get together as a formal group at a location other than the Collaborative Headquarters, this year it was our honor to host the event. We had some very positive meetings here and have set goals for this year to work on collectively.

- Another great partnership we have is with the Washington Rural Health Association, which is an extension of the National Rural Health Association. Our team will be attending the Northwest Rural Health Annual Conference at the end of March. Every year the Association give awards in three different categories, and we are proud to announce that our very own President Ron Wallin is being awarded with the Outstanding Contribution to Rural Health Award.

- Our Informatics team has all been centralized into one department under Jamey Pennington and Heidi Saunders here at the hospital. Our goal is to
strengthen our work in this area, as the healthcare field is vastly changing we want to ensure we are keeping up.

- WhidbeyHealth is seeking a USDA Rural Health Loan to upgrade long overdue infrastructure upgrades. The hospitals electrical panel, pharmacy hood and filtration system, as well as HVAC systems are out of code, and needing urgent attention. Our leaders will be hosting an open public meeting Wednesday March 21, 2018 at 2pm, to notify the public of this application for the loan. Our team had a classified ad published on Saturday March 10, 2018 in the Whidbey News Times newspaper, to help spread the word, to our community.

- WhidbeyHealth Foundation had a successful fundraiser last month at Ciao restaurant. The Carnivale event provided a New Orleans style atmosphere and cuisine, which was sold out and well received. These events put on by our Foundation are instrumental in their initiative to raise funds and support the hospital.

- Island County’s Community Health Advisory Board is honoring individuals who go the extra mile to help others. Every year the Linda Lee Martens Community Health Hero Award is presented, and they now are seeking nominations. Let people know you think they are a hero and send in a nomination. Submission deadline is April 16, 2018.

- WhidbeyHealth Foundation is hosting an Annual Seasonal Gift Shop Sales event this week. We encourage everyone to support our Gift Shop as most of the proceeds go right back to our hospital.

- Lastly, save the date for our annual Employee Recognition Celebration, March 14, 2018 at 2pm. We are honoring all staff, and staff who has dedicated 5 years and more will be honored with a pin.

**Finance:**

Jennifer Reed, Controller, on behalf of, Ron Telles, CFO, discussed and presented the following financials for January 2018:

Jennifer presented the updated project budget which has gone into great detail, and shows the projected overage and additional funds that will be needed to complete the
project. Our bridge loan with Heritage Bank is going to help cover this overage, until we are approved for the USDA Rural Health Loan.

- Clinic visits were back up from December, and on trend with last year
- ED visits skyrocketed in January, the second highest ever, which we attribute partially to the flu.
- Patient days and admits up in January
- Volume and expenses have evened out to the new normal, as we look to high pharmacy costs.

**Policy Review**

Jake Kempton reviews two policies today:
The Recruitment Bonus Policy, which has been updated from its previous presentation a few months ago. We are updating the original policy and looking for flexibility with the revisions. The revisions will provide the Finance Committee the authority to approve additional funds for recruitment.

Commissioner Cammermeyer made a motion, seconded by Commissioner Anderson to approve the Revised Recruitment Bonus Policy. Motion carried.

The second policy for approval is the Conflict of Interest Policy.

Our Compliance Officer, Beth Stout has worked hard on this policy, and our Compliance Committee approved this policy last quarter. We would like to educate and clarify that the policy is not only for the Board but all staff members.

Commissioner Cammermeyer made a motion, seconded by Commissioner Fey to approve the Conflict of Interest Policy. Motion carried.

**Board Items**

- President Wallin notes that the Board will proceed into Executive Session to discuss the contract of an employee, Chief Executive Officer Geryl Forbes, per RCW 42.30.110. No decisions will be made.
- The Board of Commissioners entered Executive session at 8:36am.
- The Board of Commissioners resumed regular session at 9:17am.
• Commissioner Kurt Blankenship made a motion stating: The board is extremely proud of the progress and work Ms. Forbes has put into the hospital district in her time here. The board also realizes that they have a fiduciary responsibility to the public, and has decided that a bonus of $60,000 will be awarded to Ms. Forbes for her 2017 contracted bonus.

  Motion seconded by Commissioner Fey. Motion carried.

**Agenda Items For Next Board Meeting**

President Wallin noted for the next Board meeting:

1) Next Board meeting will be held Monday, April 9th at 7:00 am.

**Adjournment**

There being no further business, Commissioner Wallin called for a motion to adjourn, seconded by Commissioner Blankenship to adjourn the meeting at 9:23 am. Motion carried.

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President of the Commission

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Secretary of the Commission

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