

November 12, 2018

The regular meeting of the Board of Commissioners of the Whidbey Island Public Hospital District was called to order at 7:01 am by Board President, President Wallin. Present were President Wallin; Commissioner Cammermeyer; Commissioner Fey; Commissioner Blankenship; Chief Executive Officer, Geri Forbes; Chief Financial Officer, Ron Telles; Chief Nursing Officer, Lisa Sanford; Chief of Staff, Dr. Nicholas Perera; General Counsel, Jake Kempton; Chief Human Resource Officer, Cindy Paget and several other hospital staff. Excused Absence; Quality & Transformation Officer, Linda Gipson; Commissioner Anderson.

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. #231465 to #232484 and #3927 to #3936 in the total amount of \$10,459,275.60 with Capital equipment vouchers in the amount of \$2,022,826.34 motion carries therefore the vouchers are approved for payment in the amount of \$12,482,101.94 on this 12th of November 2018.

General Public Comments

- Sue Ellen White came to address the Board regarding WhidbeyHealth's recent decision to discontinue providing vaccinations to patients whom are not established patients in our health system. Ms. White shared that she will have to take allergy shots for the rest of her life, and the reasons for discontinuing this service seems unclear and unfair. Ms. White shares her thoughts about our designation as a rural health clinic, stating that we should be taking more consideration for our patients and the burden of living in a rural community. Turning people away and asking them to travel off island is not providing quality care to the people of the community.

Nursing Update

Lisa Sanford presents the following:

Lisa shared with the Board that our SANE program is up and running after a short hiatus. In collaboration with CADA and the local police department we have created a much more sustainable program including six trained members on our staff. The program implementation has allowed us to create a better process including EMR documentation, discharge instructions and follow up phone calls for our patients.

The lab department has had a difficult time keeping the phlebotomy role filled due to a high Navy turn over. Our Lab manager Janice Clarke and her team, J'Amy Sheffer and Jamie Cannon, worked hard to solve this shortage by creating a five week intensive training course. We are happy to report that our first class is complete with

4 out of 5 students success rate. We will continue to run these classes to keep a fully staffed competent workforce.

Lisa recognized Patsy Kolesar and Curtis Shumate who have put together a unit based counsel on our acute care floor. This creates shared decision making and accountability for the staff. This is our beta site and we look forward to rolling this out to the other areas.

Lastly, our Pharmacy is now mixing IV drugs, Lisa thanks Tony Triplett for his work getting the new pharmacy up and running.

HR Update

Cindy presents the following 3rd quarter report:

- Average tenured staff is 8 years
- Volunteer turnover rate is 6%
- Annualized turnover rate is slightly up this year
- Recruitment fill rate is at 91% as we aim for 95%
- Number of full time employees is 414
- Time to job acceptance for non-provider is 65 days, and provider is 83 days
- LOA cases are down from last quarter
- Number of injuries is up from last quarter but down from last year
- Termination data for quarter 3 is shared with the board, leading the way in this category is moving

Staff and Status Reports from Administration

Geri Forbes, CEO reports with the following:

Geri starts by recognizing staff whom collaborated in a successful Open House event this past Saturday. We are awaiting a final count, but our soft numbers report 120 attendees. We received very positive feedback from attendees of the event, and we are delighted to open and share the new space with the public. Six groups of tour guides led guests throughout the new areas of the hospital including the recently completed Post Anesthesia Care Unit, the Health Education Center, a close look at our medical surgical patient room and our labor and delivery room.

We would like to congratulate our entire team on the completion of our beautiful new Post Anesthesia Care Unit. The new area will be adding its final touches in the next few weeks with a planned date to open at the end of the month.

WhidbeyHealth employee council held its annual Halloween event which sported more than 300 trick-o-treaters and 16 entries for the pumpkin carving event. Parents and children enjoyed costumes staff and decorated departments throughout the hospital with plenty of treats. The employee pumpkin carving contest showcased a wide range of displays with one ultimate burger winning the competition. Congrats to our Food and Nutrition team on their fun and detailed display. We would like to thank everyone for their participation in this successful event.

Several WhidbeyHealth Departments organized “Think Pink” photo ops in light of Octobers Breast Cancer Awareness Month. A casual Facebook vote declared one winner, our Primary Care Goldie Road clinic took home the prized pizza party.

Finance:

Ron Telles, CFO, presenting financials for September 2018:

- Clinic visits were the lowest ever in four years. We had significant drops in Cabot, and Clinton due partially to vacation and FMLA leave.
- Specialty clinics are flat this month.
- Ron shares a new graph showing MAC visits which also dropped this month
- Surgeries was significantly lower than last month, as was in patient
- MRI had a catastrophic drop last month due to equipment issues.
- ED, Patient Days and Admits were flat
- Compensation and supplies are on average over the last few months
- Ron reviews were we are in the USDA loan process

Board Items:

Jake Kempton presents Resolution 384 for Board Approval.

Commissioner Fey made a motion, seconded by Commissioner

Cammermeyer to approve Resolution 384 as presented. Motion carried.

Jake Kempton presents Resolution 385 for Board Approval.

Commissioner Blankenship made a motion, seconded by Commissioner

Cammermeyer to approve Resolution 385 as presented. Motion carried.

Jake Kempton presents Resolution 386 for Board Approval.

Commissioner Blankenship made a motion, seconded by Commissioner

Cammermeyer to approve Resolution 386 as presented. Motion carried.

Chris Gleason presents the Board Compliance Education power point.

Conflict of Interest Policy is presented to the Board for their annual review and signature.

Ron Wallin notes the Board will proceed into Executive Session at 8:31am.

The Board exits session at 9:04am.

Agenda Items For Next Board Meeting

Commissioner Blankenship motioned for follow up at the December Board meeting pertaining to our public comment today. Seconded by Commissioner Fey. Motion Moved.

President Wallin noted for the next Board meeting:

Next Board meeting will be held Monday, November 8th at 7:00 am.

Adjournment

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

President of the Commission

Secretary of the Commission

Commissioner

Commissioner

Commissioner