

November 11, 2019

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 Cammermeyer; Commissioner Blankenship; Chief Executive Officer/Chief Financial Officer, Ron Telles; Chief Operations Officer, Colleen Clark; Chief Nursing Officer, Lisa Sanford; Chief of Staff, Dr. Doug Langrock; Chief Legal Officer, Jake Kempton; and several other hospital staff.

Excused Absence: Commissioner Fey; Commissioner Anderson; Chief Quality & Transformation Officer, Linda Gipson

Points of Order

Commissioner Wallin issued an apology for the oversight of holding a board meeting on Veteran's Day. Veterans and their spouses were acknowledged and thanked for their service.

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 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.

#242465-243492 and #10627-10658 total amount of \$11,157,370.19 with Capital equipment vouchers in the amount of \$12,292.40 motion carries therefore the vouchers are approved for payment in the amount of \$11,169,662.59 11th of November 2019.

General Public Comments:

None.

Medical Staff Report

Dr. Doug Langrock stated there are no new requests for privileges today.

Dr. Langrock reviewed Article 14: Emergency Medical Treatment and Labor Act and the proposed updates. Commissioner Cammermeyer made a motion to approve the bylaw change, seconded by Commissioner Blankenship. Motion carried.

Staff and Status Reports from Administration

Nursing Report:

Per Lisa Sanford, Chief Nursing Officer, the Nursing staff has had a busy month with multiple surveys occurring, which all went well. The CMS plan of action has been approved, the EMTALA surveyors recognized the hard work that was done to improve processes, and the DOH surveyors commended leadership and staff for their professionalism and cooperation during the survey process. In addressing survey findings, Tim Waldner and his team have completed work on the life safety portion, clinical leadership teams have put together a plan of corrections that will be submitted this week. Special recognition was given to areas without deficiency: Rehab, Lab, Pharmacy, HIM and Med Surg.

Ms. Sanford also shared that as part of our COC accreditation, WhidbeyHealth was tasked to work within the community to identify areas of risk and opportunities for intervention. As a result of a focus on skin cancer, over the last month two successful skin screening clinics were held screening over 40 people with 26 being referred for greater care. Anna Jordan, RN was commended for taking responsibility for this a great service to the community. The need for further marketing efforts for these events was discussed.

Ms. Sanford stated that last week, Trauma Coordinator Bert Balagot brought a rural trauma development course to WhidbeyHealth emphasizing a team approach to evaluation and recitation of trauma patients. 30 people attended including all of the

surgeons with great feedback. Recognition was given to Dr. Alberton and Mr. Balagot for the work they have done to enhance our trauma program.

Ms. Sanford also stated there are interviews underway for 3 leadership openings: Clinical Director of Rehab, Manager of MAC and Manager of Home Health, Hospice and Palliative Care. Several great candidates are under consideration and she is hopeful these roles will be filled by the end of November.

President Wallin recognized the amount of work that was done to prepare for survey readiness and commended Ms. Sanford and her team for a job well done.

Commissioner Cammermeyer inquired regarding accreditation in the future. Ms. Sanford stated two different accreditation bodies being considered; a decision will need to be made prior to taking the next steps towards accreditation. Commissioner Blankenship thanked Ms. Sanford and inquired regarding a plan for the deficiencies identified during the surveys. Ms. Sanford stated she is meeting with managers to assess accountability and create action plans to prevent duplicate findings in the future. The timeline to make these improvements is very short and rigid. Ms. Sanford will forward the survey results to the Commissioners for review.

Operations Report:

Colleen Clark, Chief Operations Officer shared a recruitment update. Offers have been extended to multiple providers with at least three providers having returned signed contracts. Telepsychiatry was discussed along with plans to extend the service from the Freeland clinic to include the Goldie and Cabot clinics.

Finance Update

Jennifer Reed, Controller gave an update on finance as of September 2019:

1. Patient days are down for the month of September. Commissioner Cammermeyer made a request to review information from the previous month. Ms. Reed committed to bringing the volumes for the previous month to review at future board meetings.
2. Discharges also down for September.
3. Adjusted patient days are down a bit overall.
4. Surgeries - picking up a little bit on the inpatient side.

5. ER visits were on target with expected numbers.

6. Operating Expenses were down in September over August.

Ms. Reed shared that she and Ms. Clark have been meeting individually with all managers across the organization to discuss how each department can reduce expenses unrelated to staffing. Ms. Reed's projections show finances will be on track by the end of the year.

At the end of September, the organization had 25 days cash on hand.

Ms. Reed stated there are no unusual upcoming expenses in October and plans continue for a budget with a 3% margin next year.

Mr. Telles stated management and leaders are working together during this time of transformational change. With revenue being predictably light, expenses must be reduced. Mr. Telles stated steps are being taken to improve revenue as well.

Jennifer Reed presents Resolution 399, 1% increase in tax levy for board approval.

Commissioner Blankenship made a motion to approve, seconded by Commissioner Cammermeyer. Motion carried.

Jennifer Reed presents Resolution 400, 1% increase in general operating bond levy for board approval.

Commissioner Blankenship made a motion to approve, seconded by Commissioner Cammermeyer. Motion carried.

Jennifer Reed presents Resolution 401, 1% increase in EMS levy for board approval.

Commissioner Blankenship made a motion to approve, seconded by Commissioner Cammermeyer. Motion carried.

Jennifer Reed presents Resolution 402 amending resolution numbers 381 and 387 to extend the maturity of the District's Limited Tax General Obligation and Revenue Bond Anticipation Note, 2018A and the Limited Tax General Obligation and Revenue Bond Anticipation Note, 2018B for board approval.

Commissioner Cammermeyer made a motion to approve, seconded by Commissioner Blankenship. Motion carried.

Jennifer Reed presents Resolution 403 approving and adopting the District's budget and tax levies for calendar year 2020 for board approval.

Commissioner Blankenship made a motion to approve, seconded by Commissioner Cammermeyer. Motion carried.

Staff and Status Reports from Administration

Ron Telles commended the teams working with Dr. Gipson and Ms. Sanford on the recent surveys. Mr. Telles spoke to recent changes in the organization with Sound Physicians providing services to our ED patients in addition to hospitalist services. Mr. Telles stated the goal is consistency and improved patient care and hand offs. Mr. Telles shared the work being done in partnership with marketing firm LionFish. Mr. Telles also stated a CNO has been hired and will be starting on January 6th. Lisa Sanford will be staying on to assist with the transition until her retirement in March. Consultant Kevin Arrington was invited to share his background in working with Fortune 500 companies. Mr. Arrington stated he is working with management on strategy and will make communication a priority.

Mr. Telles gave an overview of the Town Hall meetings that were completed in Langley, Coupeville and Oak Harbor. In the future, he would like to include all 5 Commissioners for a community Q&A.

Commissioner Cammermeyer stated the Board of Health is very pleased by the dedication of Whidbey health's concern regarding family planning and teen pregnancy.

Board Items:

President Wallin states the board will now be excused into Executive Session at 9:12 am, under RCW 42.30.110 (1)(i), no voting will take place.

Regular session continues at 10:29am.

Agenda Items for Next Board Meeting

President Wallin noted for the next Board meeting:

Next Board meeting will be held Monday, December 9th at 8:00 am.

Adjournment

There being no further business, Commissioner Cammermeyer made a motion to

adjourn the meeting, seconded by Commissioner Blankenship. Board meeting adjourned at 10:31am.

President of the Commission

Secretary of the Commission

Commissioner

Commissioner

Commissioner