The regular virtual meeting of the Board of Commissioners of the Whidbey Island Public Hospital District was called to order at 12:00 pm by Board President, Commissioner Wallin. Present were Commissioner Wallin; Commissioner Fey; Commissioner Cammermeyer; Commissioner Anderson; Commissioner Blankenship; Chief Executive Officer, Ron Telles; Chief Nursing Officer, Erin Wooley; Chief Quality Officer, Jon Scallan; Chief Legal Officer, Jake Kempton; Chief Human Resources Officer Debbie DeCorde and several other hospital staff.

**Points of Order**
The meeting will be audio and video recorded today. Chief Legal Officer Jake Kempton directed the public to use the “raise hand” function to make a public comment. The board will dismiss to Executive Session at the conclusion of the administrative reports. President Wallin stated an adjustment has been made to the agenda with an addition of Resolution 419.

**Consent Agenda**
Commissioner Fey made a motion to approve the Consent Agenda and the vouchers as presented, seconded by Commissioner Cammermeyer. 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. #261243-262370 and #12262-12284 total amount of $10,617,746.46 with Capital equipment vouchers in the amount of $61,905.17 motion carries therefore the vouchers are approved for payment in the amount of $10,679,651.63 14th day July of 2021.

Chief Legal Officer, Jake Kempton presented Resolution 418 - Approving Levy Increase for 2022. The District’s current regular property tax levy is $.07 per $1,000 of assessed value, which is $.68 per $1,000 of assessed value less than what is authorized
per RCW 70.44.060(6). President Wallin stated the Commissioners held a work session to review the levy lift and it was noted that WhidbeyHealth is currently in the bottom five hospitals in the state regarding amount of levy funds received. Chief Legal Officer Jake Kempton shared Proposition No. 1 outlining the purpose of the levy as it will appear on the voter ballot. He stated, “The Commission of the Whidbey Island Public Hospital District, Whidbey Island, Washington (WhidbeyHealth) adopted Resolution No. 418 concerning a proposition to increase the District’s regular property tax levy. If approved, this proposition would provide funds to ensure continuous operation of WhidbeyHealth Medical Center and Clinics, including replacement and improvements of medical equipment and infrastructure, to aid in recruitment and retention of health care personnel, and to meet the current and future healthcare needs of residents and visitors. The proposition authorizes a maximum regular property levy rate of $0.50/$1,000 of assessed value, for collection in 2022. The 2022 levy amount would become the base for computing the limitations for levies in subsequent years as provided by chapter 84.55 RCW.”

A motion was made by Commissioner Blankenship, seconded by Commissioner Cammermeyer. Motion carried.

Chief Legal Officer, Jake Kempton presented Resolution 419 - Declaring Surplus Property - four ambulances that are no longer in use. Two of the ambulances are still running and will be donated to Sequim who recently lost rigs in a fire.

A motion was made by Commissioner Cammermeyer, seconded by Commissioner Blankenship. Motion carried.

Public Comments
None.

Medical Staff Report
Dr. Judye Scheidt thanked community partners including Island Drug who have also been administering COVID vaccinations to our community.
Dr. Judye Scheidt presented the following initial appointments on behalf of the Medical Staff:

- Renee Burnett ARNP, Family Practice, Cabot, Provisional
- Marshall A Corson MD, Cardiology, Provisional
- Ann Dannhauer, MD
- Galen Cortina, MD Pathology, Provisional
- Gene L Robinson MD, General Surgery, Provisional Courtesy

Commissioner Fey made a motion to approve the initial appointments, seconded by Commissioner Cammermeyer. Motion Carried.

Dr. Judye Scheidt presented the following advancements on behalf of the Medical Staff:

- Caren Ellington, FNP, Sleep Center, Provisional to Active
- Diane Tremain ARNP, Primary Care, Cabot, Provisional to Active
- Shannon Calhoun DO, Tele-Radiology, Provisional to Active
- Timothy Conner MD, Tele-Radiology, Provisional to Active
- Jason Grennan MD, Tele-Radiology, Provisional to Active
- David Henley MD, Tele-Radiology, Provisional to Active
- Jonathan Jaksha MD, Tele-Radiology, Provisional to Active
- Waheed Jalalzai MD, Tele-Radiology, Provisional to Active
- Jarrett Kuo MD, Tele-Radiology, Provisional to Active
- Steven McCormack MD, Tele-Radiology, Provisional to Active
- Tyler Neiltich MD, Tele-Radiology, Provisional to Active
- Mohammed Quraishi MD, Tele-Radiology, Provisional to Active
- Veronica Ruvo DO, Tele-Radiology, Provisional to Active
- Shannon St. Clair MD, Tele-Radiology, Provisional to Active
- Shawn Stone MD, Tele-Radiology, Provisional to Active
- Frank Welte MD, Tele-Radiology, Provisional to Active
- Mary Fahrmeier MD, Tele-Psych, Provisional to Active
• Amir Mehrvarz Sarshekeh MD, Oncology, Provisional to Active

• Robert Rookstool, MD, Walk-In Clinic, Provisional to Active

Commissioner Fey made a motion to approve the advancements, seconded by Commissioner Blankenship. Motion Carried.

Dr. Judye Scheidt presented the following reappointments on behalf of the Medical Staff:

• Garth Miller MD, General Surgery, Active
• Robert Wagner MD, Pediatrician, Active
• Ann Dannhauer MD, Internal Medicine, Active

Commissioner Fey made a motion to approve the reappointments, seconded by Commissioner Cammermeyer. Motion Carried.

Dr. Judye Scheidt presented the following temporary privilege on behalf of the Medical Staff:

• Tamme Davis DO, OB/GYN, Locum Tenens, Temporary

Commissioner Fey made a motion to approve the temporary privilege, seconded by Commissioner Anderson. Motion Carried.

Dr. Judye Scheidt presented the proposed policy - Patient Transfers.

Commissioner Fey made a motion to approve the policies, seconded by Dr. Cammermeyer. Motion carried.

Dr. Judye Scheidt presented the proposed policy - Consultation Policy.

Commissioner Fey made a motion to approve the policies, seconded by Dr. Cammermeyer. Motion carried.

Dr. Judye Scheidt presented the proposed policy - Anesthesia Services.

Commissioner Fey made a motion to approve the policies, seconded by Dr. Blankenship. Motion carried.
Human Resources Report

Chief Human Resources Officer, Debbie DeCorde gave an update on current Marketing campaigns including Provider & Employee Recruitment, WhidbeyHealth Community Pharmacy, and the Swing Bed Program. Upcoming Marketing campaigns were noted to include Hospice & Palliative Care, Cancer Care with a colorectal cancer focus and Tour de Whidbey in support of the WhidbeyHealth Foundation. Ms. DeCorde also noted the monthly publication of The PULSE continues both online and in print.

A brief review was given of incident and injury metrics for the organization from January 2021.

Ms. DeCorde reviewed 2021 Incident and Injury Metrics stating there were 4 incidents in the month of June with two resulting in Worker’s Compensation claims with time loss and two first-aid only.

Ms. DeCorde gave an update on Employee Health Action items including hazard assessments in process related to COVID-19 Emergency Temporary Standards with a COVID-19 Plan in development that will include training for staff.

The HR Team welcomed Loretta Robin to the team. The Education Department continues to work on student shadows, Patient Safety Companion training and De-escalation Training.

HR continues to work to improve recruiting and retention as well as the patient experience.

Financial Update

Director of Finance, Jennifer Reed gave an update on financials with a review of inpatient utilization with admissions up 1% from the projection, patient days up 2% and average daily census 1% over the projection. Outpatient utilization was up in the
inpatient surgery procedures and ambulance runs and down across other hospital departments. The income statement and balance sheet ending May 31st was reviewed. Ms. Reed stated the organization currently has -1.5 days operating cash on hand.

**Outpatient Clinic Report**

Executive Director of Clinic Operations, Dr. Garth Miller stated the clinics are very busy and working on recruitment efforts as all clinics are short of staff and providers. Dr. Miller welcomed Renee Burnett ARNP to the Cabot Clinic. He stated contract negotiations are underway with additional providers for the Cabot clinic. Dr. Miller addressed the phone challenges at the Cabot clinic stating the IT department is diligently working to resolve. Dr. Miller announced PA Jones will be departing the organization to pursue further education in the behavioral health field.

Dr. Miller spoke about a reassessment of the Women’s Care service line and recruitment efforts underway to support increasing volumes. Dr. Miller also announced plans for a Urology service line with contract negotiations underway. Rural Health Clinics are up for reaccreditation.

**Nursing Report**

Chief Quality Officer, Jon Scallan gave a nursing presentation on behalf of Chief Nursing Officer, Erin Wooley. Mr. Telles stated the vaccine clinic has now administered over 17,800 doses. Case rates are currently 37/100,000. Mr. Scallan stated recruitment is underway in several areas including leadership, ancillary support, and front-line nursing.

Opportunities identified by DNV Surveyors were reviewed including care of restrained patients, procedural/moderate sedation, and the Patient Safety Companion program.

Action plans have been submitted with work underway.
Additional works in progress were noted as:

Family Birthplace Workshops - A series of Rapid Cycle Improvements were conducted within the Family Birthplace and Women’s Clinic to prepare for the significant increases in patient visits projected. Providers and nurses leaned in and worked together to make care better for our developing families.

Philosophy of Nursing Practice: Using work of published nursing theorists, the nurse leadership team is working towards developing a philosophy to guide decision making about the care provided.

Nurse Job Description: In conjunction with the HR department, revision and updating of all nurse job descriptions to reflect our philosophy, mission, vision, and values is underway.

Charge Nurse Collaborative: Charge nurses across the organization have requested to lead a regular meeting so that they can grow together on fostering leadership and critical thinking skills.

Commissioner Fey commended Ms. Wooley for her efforts in quickly getting WhidbeyHealth’s vaccine clinic up and running.

**Quality Update**

Chief Quality Officer, Jon Scallan gave an update on the quality management system, stating there was no significant change from last month due to late start initial May reporting. QMS reporting is on time and on track with the exception of the Laboratory.

Mr. Scallan stated the patient experience scores continue to improve with a current composite mean of 4.6/5.0. National benchmark is 4.77. Scheduling continues to have the largest negative impact to the overall score due to delays in getting appointments and long wait times when calling.
Mr. Scallan gave an update on DNV-GL accreditation stating the corrective action plan report was submitted to DNV on June 29th. Their accreditation team will have 15 business days to review and either accept or ask for changes. All corrective action plans are in progress or completed. A DNV surveyor is expected back on site in mid-August to verify corrective action plans regarding safeguarding suicidal ideation patients.

**Information Technology Update**

Chief Information Officer, Brett Mello gave an update on NIST Cyber Security Framework stating The Framework is voluntary guidance, based on existing standards, guidelines, and practices for organizations to better manage and reduce cybersecurity risk. In addition to helping organizations manage and reduce risks, it was designed to foster risk and cybersecurity management communications amongst both internal and external organizational stakeholders.

Mr. Mello gave updates on Q2 initiatives stating managed security services, Crowdstrike: Falcon has gone live. This includes endpoint detection and response next generation antivirus, artificial intelligence. Proofpoint, a security awareness program including threat simulation has gone live. Regular System Patching Update - all user computers are current; servers will be current by the end of July. A Security Architect to manage security analysis, engineering, planning, policy/procedure development, rapid response, and employee education/awareness has been hired. Mr. Mello also stated results from the CynergisTek vulnerability scan are under review. Q3 initiatives were reviewed and included DUO Multifactor Authentication, Office 365, Intune, password policy/format change. Long term initiatives for 2021 and 2022 were reviewed.

**Facilities Update**

Executive Director of Facilities and Plant Engineering, Tim Waldner stated the Facilities team has been very busy with DNV related work and the heat wave. Mr.
Waldner recognized his team for their hard work. Mr. Waldner stated air handlers for the lobby have been ordered and he hopes installation will begin near the end of the month. The Freeland furnace has been upgraded. Boilers and chillers have been selected and will be ordered with grant funds. Mr. Waldner thanked the EMS team for an ambulance that has been given to facilities and will be outfitted as a maintenance vehicle containing a variety of tools that may be needed when working on offsite locations. Mr. Waldner stated the seclusion room and fluoro room projects continue to move forward. A physician sleep room in the Administration hallway is also under construction at this time.

**Strategic Initiative Update**

Consultant, Kevin Arrington gave an update on strategic planning progress stating initiatives have been identified as well as training WhidbeyHealth teams will need to achieve the next level of accreditation, strengthen recruiting and onboarding practices, improve coordination in delivering a great experience for our patients, ensure services are offered based on community needs, and sustain a financial structure that allows for growth and innovation.

Mr. Arrington also gave an update on denials management stating work continues to strengthen relationships between Coding, Billing, and our various service Departments. A team approach is being used with a goal to understand, learn, and resolve.

Mr. Arrington highlighted two areas of focus in improving the patient experience including changing the registration process in Diagnostic Imaging as well as being more proactive in reviewing and scheduling procedures and making adjustments in the Family Birthplace including taking a team approach to understanding and addressing growth.

**Administrator’s Report**
Chief Executive Officer Ron Telles stated the Island County Fair is running Thursday through Sunday. WhidbeyHealth will have a booth. Mr. Telles addressed changes with United Healthcare. Mr. Telles stated a letter has been drafted through the Collaborative to United Healthcare’s CEO regarding the impact of the changes they’ve made on their subscribers. WhidbeyHealth will continue to see United Healthcare patients and advocate on their behalf as necessary.

Mr. Telles shared a thank you letter he recently received from a patient who received emergency care at WhidbeyHealth and was very appreciative of the staff she encountered, especially Dr. Mary Oman.

**Board Items:**

President Wallin stated the board will now be excused into Executive Session at 1:56pm, under RCW 42.30.110 (1)(i) and RCW 42.30.110(1)(a)(ii), no voting will take place.

**Agenda Items for Next Board Meeting**

The next Board meeting will be held Wednesday, July 14th at 12:00pm.

**Adjournment**

Commissioner Fey made a motion to adjourn the meeting, seconded by Commissioner Cammermeyer. Board meeting adjourned at 1:56pm.