

April 18<sup>th</sup>, 2024

The regular 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 Golder. Present were Commissioner, Ron Wallin; Commissioner, James Golder; Commissioner, Greg Richardson; Commissioner, Kate Rose; Commissioner, Marion Jouas; Chief Financial Officer, Paul Rogers; Chief Executive Officer, Nathan Staggs; Executive Director of Quality and Transformation, Shanna Harney-Bates; Administrative Chief of Staff, John Gleason. Chief of Staff, Dr Patrick Banks from HealthTech was also in attendance.

### **Consent Agenda**

Commissioner Wallin motions to approve the consent agenda. Commissioner Richardson seconds the motion. Motion is approved.

### **Public Comments**

No public comments were made.

### **HealthTech Update**

Patrick Banks, HealthTech

HealthTech is still very active in the revenue cycle process. The annual HealthTech conference takes place in the first week of May in Nashville. Part of the conference will be focused on developing a network to share best practices.

### **Medical Staff Report**

Chief of Credentials, Dr. David Lemme

Dr. Lemme presents the credentials report to the board.

## INITIAL APPOINTMENTS

- Helene Lhamon MD, Hospice Physician, Courtesy
- Shannon Sparks PA-C, Hospitalist Physician Assistant, Provisional Active
- Anjali Bhateja DO, Sound Physicians Tele-Hospitalist, Telemedicine
- Ruxandra Costa MD, Tele-Stroke, Telemedicine
- Bernadette Johns PMHNP, Tele-Psychiatrist - Outpatient Clinics, Telemedicine
- Courtney Houston PMHNP, Tele-Psychiatrist - Critical coverage, Telemedicine
- James Jacowski DNP, Primary Care - Cabot, Provisional Active  
*\*proctoring plan to be determined w/primary care team given new provider/graduate.*

Commissioner Wallin motions to approve the Initial Appointments. Commissioner

Richardson seconds the motion. Motion is approved.

## ADVANCEMENTS

- Mariana Nibley PMHNP, Psychiatry / MH Provider, Active Staff
- Anna Sturm PA-C, Hospitalist Physician Assistant, Active Staff

Commissioner Wallin motions to approve the Advancements. Commissioner Richardson

seconds the motion. Motion is approved.

## REAPPOINTMENTS

- Kevin Marcum MD, Tele-Radiology, Telemedicine
- Jason DiVito DO, Tele-Radiology, Telemedicine
- Kelly Lloyd MD, Pathology, Courtesy
- Eric Wallace MD, Radiology, Active
- Kinjal Desai MD, Tele-Stroke, Telemedicine
- Aixa Espinosa Morales MD, Tele-Stroke, Telemedicine
- Ravi Menon MD, Tele-Stroke, Telemedicine
- Hanbing Wang MD, Tele-Stroke, Telemedicine
- Jake Vrdoljak MD, Radiology, Telemedicine

Commissioner Richardson motions to approve the Initial Appointments. Commissioner

Wallin seconds the motion. Motion is approved.

## Privilege Request Form - Hematology Medical Oncology

We have updated the credentials to include a form for nurse practitioners. This form is similar to the form for physicians, but modified for Hematology Nurse Practitioners in the Medical Ambulatory Care Clinic.

Commissioner Richardson motions to approve the request form. Commissioner Jouas seconds the motion. Privilege Request Form is approved.

#### **Privilege Request Form - Primary Care Nurse Practitioner**

This request form is similar to the hematology request form, but will be for primary care in an outpatient setting.

Commissioner Wallin motions to approve the privilege request. Commissioner Richardson seconds the motion. Privilege request form is approved.

Additionally, the Medical Staff has provided an updated policy - Policy 33 regards anesthesia services. This does not require board approval, however it is provided for the board to review.

#### **Quality and Compliance Report**

Executive Director of Quality and Transformations, Shanna Harney-Bates

Shanna Harney-Bates updates the board on highlights from the past month. The DNV preparedness tool has been created and implemented. It is a two-page document for all staff to access. WSHA workplace de-escalation class is scheduled for fall 2024. CAN program is on track, submitted to DOH for approval.

#### **Financial Report**

Chief Financial Officer, Paul Rogers

We are reporting a total net loss of \$350,552 in the month. Operating revenue and expenses both exceeded budgets. Days cash on hand is at 5.4. Assets total \$177 million. We are showing a net surplus loss as we continue to fund Meditech Expanse, which costs about \$300k a month. The Finance department is working on a process improvement plan in an effort to increase revenues and reduce costs. This includes renegotiating payer contracts among other things.

Nathan and Paul will be meeting with Tegria and Meditech personnel to discuss issues that we have been having with the Meditech Expanse process. We are seeing a reduction in labor cost per full time employee compared to last year. That is largely due to being able to replace contract labor, travelers and locums, with permanent staff.

### **IT and Facilities Report**

Chief Executive Officer, Nathan Staggs

Meditech Expanse project is still ongoing. Most of it is on-schedule, but a few areas are falling behind. Nathan and Paul have meetings in the coming days and weeks to discuss further.

The flooring will be replaced in the hallway between the Emergency Department and the lobby. Work will be done in the evenings to limit disruptions. The new X-ray machine will be here on the first of May. We will be able to add fluoroscopy shortly after that.

### **Operations and Outpatient Services Report**

Chief Executive Officer, Nathan Staggs

Recruitment - We had three new providers start on Monday. Dr. Herr will start at the Primary Care clinic in Coupeville which will allow us to expand the hours of the clinic. We have a new full-time telehealth Behavioral Health provider who will start in June. We are interviewing two strong Medical Oncology candidates to fill one position.

The Rehab clinic is scheduled to open back up at the Goldie location in June.

### **Nursing Report**

Chief Executive Officer, Nathan Staggs

Negotiations with the nursing union is ongoing.

### **Human Resources Report**

Chief Executive Officer, Nathan Staggs

No updates at this time.

### **Administration Report**

Chief Executive Officer, Nathan Staggs

Paul and Nathan are making changes to the reporting system in Expanse to allow for better financial reporting.

### **General Board Items**

**Strategic Plan** - CEO Nathan Staggs reviews the strategic plan that was developed by the Executive Leadership Team, Medical Staff, and Commissioner Richardson over the course of several months. The mission, vision, core values, and goals were outlined. Each goal has been assigned a strategic plan leader, a goal tender, and an ELT champion. The five strategic focus areas developed are Workforce Talent, Service Excellence, Community Engagement, Infrastructure Support, and Financial Stewardship. The Quality department has developed a dashboard that will track and report the progress of each goal as it is completed. The dashboard will be presented to the board once it is completed.

Commissioner Wallin motions to approve the strategic plan as presented.

Commissioner Rose seconds the motion to approve. Motion is approved.

### **Call to Order/Points of Order**

**Quality Management System Manual Approval** - This manual is approved annually.

The changes are mostly formatting changes.

Commissioner Wallin motions to approve the Quality Management System Manual.

Commissioner Richardson seconded the motion. Motion is approved.

**Medical Screening Exams (MSE) Competency Assessment** - A list of registered nurses who have been certified for being competent to rule out labor for patients who are 37 weeks and beyond was approved at the last Medical Executive Committee meeting.

The list includes nurses Sara Blaine, Meaghan O'Driscoll, Kathryn Sutherland, Patricia Meyers, Barbara Remedios, Haidhee Carter, Careisa Whitford, Maria-Christina Pascoe, Carolyn Gambs, Chelsea Stobaugh, Lorijean Spear, Jonique Scott, Shirly Anne Christensen, Melanee Knudsen, Leah Gaston, and Emily Battin.

Commissioner Walling motions to approve the MSE Competency Assessment.

Commissioner Rose seconds the motion. Motion is approved.

### **Executive Session**

No Executive Session was taken.

### **Commissioner's Comments**

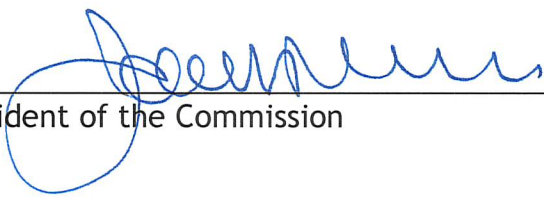
Commissioner Jouas spoke to a rotary about the hospital. The event was very well received, many people expressed thanks to WhidbeyHealth for great customer service.

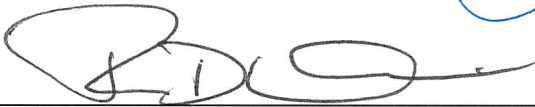
Commissioner Wallin discussed topics that have been discussed at the board of health including mental health care. Commissioner Wallin asks for a letter from the board of commissioners to add Kate Rose as a backup when Commissioner Wallin is unable to attend a board of health meeting. John Gleason will draft a letter to present at the next meeting.

### **Adjournment**

Commissioner Wallin motions to adjourn the meeting. Commissioner Richardson seconds the motion. Commissioner Golder adjourns the board meeting at 1:27 pm.

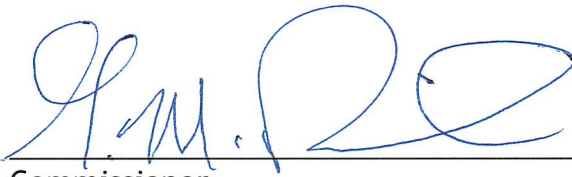
Minutes taken by John Gleason.

  
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President of the Commission

  
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Secretary of the Commission

*Kate Rose*  
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Commissioner

*Murray Z Jones*  
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Commissioner

  
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Commissioner