

June 20th, 2024

The regular meeting of the Board of Commissioners of the Whidbey Island Public Hospital District was called to order at 11:00 am by Board President, Commissioner Golder. Present were Commissioner, Ron Wallin; Commissioner, James Golder; Commissioner, Greg Richardson; Commissioner, Kate Rose; 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. Dominic Symes from HealthTech was also in attendance. Commissioner Marious Jouas and Medical Chief of Staff Dr. David Lemme are both in attendance remotely.

Consent Agenda

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

Call to Order/Points of Order

ISO 9001 Manual - The 9001 manual is processes that are followed for quality, business, compliance, and operations. This includes efficiency and patient satisfaction.

Commissioner Rose motions to approve the ISO 9001 Manual. Commissioner Richardson seconds the motion. ISO 9001 Manual is approved.

Public Comments

No public comments were made.

Medical Staff Report

Chief of Credentials, Dr. David Lemme

Dr. Lemme presents the credentials report to the board.

INITIAL APPOINTMENTS

- Niba F. Nchotu DO., Hospitalist- Sound Physicians Locum, Provisional Courtesy
- Ellen L. Young MD, Hospitalist - Sound Physicians Locum, Provisional Courtesy
- Elissa B. Porath PA-C, Emergency Medicine, Provisional Active
- Kara E. Sawyer MD, Emergency Medicine, Sound Physicians Locum, Provisional Courtesy
- Vishal B. Jani MD, Tele-Stroke - Credential by Proxy, Courtesy

Commissioner Richardson motions to approve the Initial Appointments. Commissioner Wallin seconds the motion. Motion is approved.

ADVANCEMENTS

- Elyse S. Blum MD, Radiologist - Skagit Radiology, Active Provider
- Galen U. Pizzorno MD, Emergency Medicine, Sound Physicians Locum, Courtesy

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

REAPPOINTMENTS

- John A. Sherman MD, Emergency Medicine, Active
- De An Wang ARNP, Hospitalist - Sound Physicians Courtesy

Commissioner Richardson motions to approve the Initial Appointments. Commissioner Wallin seconds the motion. Motion is approved.

New Privilege Request

- Christina Amendolare NP, Primary Care - Freeland
Provider is moving from Palliative Care to Primary Care - Freeland effective 7.1.24

Commissioner Richardson motions to approve the New Privilege Request.

Commissioner Wallin seconds the motion. Motion is approved.

Privilege Request Form - Orthopedic Surgery - This request is an update that has been reviewed by the orthopedists as well as the credentials committee and the Medical Executive Committee.

Commissioner Richardson motions to approve the Orthopedic Privilege Request.

Commissioner Wallin seconds the motion. Motion is approved.

Hospital Privileges - Nurse Practitioner - We are hiring Nurse Practitioners as hospitalists, but now that we are hiring NPs to serve as hospitalists, we need to update the request form. The privileges requested parallel those for the physicians.

Commissioner Wallin motions to approve the Hospital Privileges for Nurse Practitioners. Commissioner Richardson seconds the motion. Motion is approved.

Medical Staff Policy #9 - Medical Records - This policy addresses privacy files and changing followup from every week to once a month.

Commissioner Wallin motions to approve Medical Staff Policy #9. Commissioner Richardson seconds the motion. Motion is approved.

Medical Staff Policy #19 - Peer Review Committee Policy - This policy addresses attendance of the peer review committee and who is authorized to attend.

Commissioner Wallin motions to approve Medical Staff Policy #19. Commissioner Richardson seconds the motion. Motion is approved.

Medical Staff Policy #22 - Private File - This policy addresses what is maintained in the physician or credentialed providers files, particularly what is privileges information and what can be shared publicly.

Commissioner Wallin motions to approve Medical Staff Policy #22. Commissioner Richardson seconds the motion. Motion is approved.

Medical Staff Policy #23 - Provider Treating Family - This policy clarifies the policy we have regarding treating family members. Providers should never treat themselves or immediate family members, although there are some exceptions.

Commissioner Wallin motions to approve Medical Staff Policy #23. Commissioner Richardson seconds the motion. Motion is approved.

HealthTech Update

Dominic Symes, HealthTech

HealthTech continues to focus on the revenue cycle. Three webinars are upcoming regarding survey readiness in July and August. Nathan's annual review will be presented at the next board meeting.

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 survey will include orthopedic care, surgical care, urology care, and women's care. Meditech Expanse is still scheduled to go live on October 1st. There were zero workplace violence incidences for the month of May.

Financial Report

Chief Financial Officer, Paul Rogers

May was a very good month for patient volumes. Average patient days are continuing to decline which is a positive thing. We exceeded the budgeted metrics in almost every area. We have a surplus of \$768k for the month of May. Long term debt is slowly being paid off, improving those numbers. Net days in Accounts Receivable continues to slowly decline. Days cash on hand has increased for the third straight month. Days cash on hand is at 27 and is expected to drop to 26 by the end of the year. Moody's has been continually evaluating WhidbeyHealth. Our position will hold in regard to the WhidbeyHealth credit rating, and they will not downgrade us.

IT and Facilities Report

Chief Executive Officer, Nathan Staggs

Meditech Expanse training continues with only a few glitches that we are working through. By mid-July we expect to have a cross-functional team put together for Expanse.

Floor replacements are mostly complete. Construction at the Freeland clinic is complete. The Fluoroscopy unit should arrive in early July and should be installed and working by late July.

Operations and Outpatient Services Report

Chief Executive Officer, Nathan Staggs

Recruitment - We have 4 primary care providers that will be starting in July. A surgeon will arrive full time in August, and another provider in September. This should have a positive effect on our volumes. New Oncologist provider will start in late August. We are looking at a PET CT scanner to support Oncology.

Behavioral Health has moved over to the Cabot clinic. We have recruited 30 providers since January of 2023. Medication assisted therapy starts next week. We are working to expand Pharmacy hours to include Saturday, hopefully in July. We will be adding midwife services to the Women's clinic in the coming months.

Nursing Report

Chief Executive Officer, Nathan Staggs

We are still struggling with travelers in a few areas.

Human Resources Report

Chief Executive Officer, Nathan Staggs

We finished the employee survey with a 55% response rate. We will present the Human Resources quarterly dashboard at the July board meeting.

Administration Report

Chief Executive Officer, Nathan Staggs

No updates at this time.

General Board Items

The lease on the pharmacy building is coming up. We have extended the lease on that building for an additional five years.

Executive Session

No Executive Session was taken.

Commissioner's Comments

Commissioner Jouas will be speaking at the Lutheran church in Freeland. She will be accompanied by Shanna and Curtis and will be discussing general hospital topics with the community.

Commissioner Rose expressed her appreciation for the hospital's leadership.

Commissioner Richardson gives updates on the strategic plan which is being implemented. Monthly meetings for the strategic plan team will be delayed until September. Progress will be reported periodically at future board meetings.

Commissioner Wallin praised the work done with the new flooring around the hospital. Kate has been helpful in her participation with the island board of health. The board of health would like to have WhidbeyHealth bring the new Oncologist provider and our Urologist provider to a future board of health meeting.

Adjournment

Commissioner Golder adjourns the board meeting at 12:02 pm. Minutes taken by John Gleason.




President of the Commission



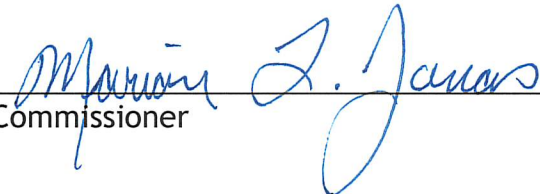
Secretary of the Commission



Commissioner



Commissioner



Commissioner