

November 21st, 2024

The regular meeting of the Board of Commissioners of the Whidbey Island Public Hospital District was called to order at 11:01 am by Board President, Commissioner Golder. Present were Commissioner, James Golder; Commissioner, Ron Wallin; Commissioner, Greg Richardson; Commissioner, Marion Jouas; Commissioner, Kate Rose; Chief Financial Officer, Paul Rogers; Chief Executive Officer, Nathan Staggs; Executive Director of Quality and Transformation, Shanna Harney-Bates; Medical Chief of Staff, Dr. David Lemme; Chief of Staff Elect, Dr. Robert Rookstool; Administrative Chief of Staff, John Gleason. Dominic Symes and Patrick Banks from HealthTech were also in attendance.

Consent Agenda

Commissioner Wallin motions to approve the October 24, 2024, board meeting minutes as well as the November 14, 2024, board meeting minutes. Commissioner Richardson seconds the motion. The Consent Agenda is approved.

Call to Order/Points of Order

Resolution #473 - Changing the date of a regular board meeting. This resolution would move the date of the December 2024 board meeting from Thursday, December 19th to Friday, December 20th. It would also move the time from 11:00 am to 1:00 pm.

Commissioner Jouas motions to approve resolution 473. Commissioner Wallin seconds the motion. Resolution #473 is approved.

Resolution #474 - Approving board meeting dates for 2025. This resolution would approve the continuation of board meeting dates in 2025 to fall on the 4th Thursday of each month with the noted exceptions of November and December when they will take place on the third Thursday. It also provides a date for the 2026 budget presentation meeting.

Commissioner Richardson motions to approve resolution 474. Commissioner Wallin seconds the motion. Resolution 474 is approved.

Resolution #475 will be voted on later in the meeting after the 2025 budget has been presented to the board.

Resolution #476 - Approval of the 2025 hospital levy. This resolution would approve the regular levy, EMS levy, and bond levy for the hospital. The bond levy and regular levy are subject to 1% increases over last year.

Commissioner Rose motions to approve Resolution #476. Commissioner Wallin seconds the motion. Resolution #476 is approved.

Public Comments

Community member James Camby introduces himself to the board.

Medical Staff Report

Chief of Credentials, Dr. David Lemme

Dr. Lemme presents the credentials report to the board.

INITIAL APPOINTMENTS

- Rizwan Ahamed MD, Tele-Hospitalist, Provisional Tele-Medicine
- Tochi Amagwula MD, OB/GYN (per diem), Provisional Courtesy
- Thomas Aquisto MD, Skagit Radiology, Provisional Active
- Kevin Foley MD, Orthopedic Surgery, Provisional Courtesy
- Jennifer Gruenwald ANP, Hospice (per diem), Provisional Courtesy
- Calperna Lucas PMHNP, Behavioral Health, Provisional Active
- Syed Tayyab MD, Tele-Hospitalist, Provisional Tele-Medicine
- Chioma Udogu MD, Tele-Hospitalist, Provisional Tele-Medicine
- Helmuth Vollger MD, Skagit Radiology, Provisional Active
- Semah Zavareh DO, Tele-Hospitalist, Provisional Tele-Medicine

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

ADVANCEMENTS

- Ian Doten MD, Emergency Medicine, Courtesy Provider
- Martha Kim FNP, Coupeville Primary Care, Active Staff
- Steven Montgomery CRNA, Anesthesia, Active Staff
- Landi Tillis DNP, Emergency Medicine, Active Staff
- Linda Tuzzolino FNP, Behavioral Health, Active Staff

Commissioner Rose motions approve the advancements. Commissioner Wallin seconds the motion. Motion is approved.

REAPPOINTMENTS

- Adriane Fain CRNA, Anesthesia, Active Staff
- Ryan Fortna MD, Pathology, Courtesy Provider
- Carla Jolley ARNP, Palliative Care, Active Staff
- Lance Keyes DDS, Oral Maxillofacial Surgery, Courtesy Staff
- Douglas Langrock, MD Walk-In Clinic Goldie, Active Staff

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

NEW PRIVILEGE REQUEST

- Krista Burckhardt CNM FNP-C, Certified Nurse Midwife

Commissioner Jouas motions approve the advancements. Commissioner Rose seconds the motion. Motion is approved.

Medical Staff Policy #1 - Emergency Services Ammendement - This change revised a paragraph that describes the responsibility and handoff with EMS.

Commissioner Rose motions to approve Medical Staff Policy #1. Commissioner Jouas seconds the motion. Motion is approved.

Medical Staff Policy #3 - Committee Meetings - This has been updated to include electronic and digital meetings that were not previously included in the policy.

Commissioner Rose motions to approve Medical Staff Policy #3. Commissioner Richardson seconds the motion. Motion is approved.

Medical Staff Policy #11 - File Retention - This pertains to small changes made to policies and procedures.

Commissioner Jouas motions to approve the change to Medical Staff Policy #11. Commissioner Rose seconds the motion. Motion is approved.

Medical Staff Policy #20 - Physicians Health/Physicians Assistance Program - This policy clarifies details around active and provisional privileges.

Commissioner Richardson motions to approve Medical Staff Policy #20. Commissioner Rose seconds the motion. Motion is approved.

HealthTech Update

Dominic Symes, HealthTech

HealthTech held their CEO forum earlier in November and it was successful. Dominic has been sharing notes with Nathan about grant writing. There are issues in the revenue cycle department that HealthTech is working to improve. HealthTech has sent Elrene, who will be onsite to work with Carl and Paul on this revenue cycle issue.

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. Our annual DNV survey was completed, and we received our ISO 9001 certification. Data analytics have been delayed due to the Expanse implementation. We will have 6 students participating in our CNA program in January.

Ethics Committee Charter #1: Commissioner Richardson motions to approve charter #1, Commissioner Wallin seconds the motion. Motion is approved.

Ethics Committee Charter #2, Compliance and Ethics Program: Commissioner Wallin motions to approve charter #2, Commissioner Richardson seconds the motion. Motion is approved.

Ethics Committee Charter #3: Commissioner Wallin motions to approve charter #3. Commissioner Richardson seconds the motion. Charter 3 is approved.

Financial Report

Chief Financial Officer, Paul Rogers

The net surplus for October was \$48k, which fell short of budget by \$163k. Total days cash on hand are at 11.8 days. A large part of this decrease in cash is due to the Meditech Expanse go-live that was implemented on October 1. Our surplus for the year to date is \$1.6 mil. Our EBIDA figures are better than they were last year. Our cash on hand is expected to reach 31 days by May 2025.

The 2025 budget includes a price increase of 5% across the board as well as EMS levy increases of \$3.3 million. Wage increases will average 2%. Our medical and dental insurance coverages are expected to increase by \$250k. We are budgeting a surplus of \$1.7 million. Replacing the OR air handler system will result in closing the OR on certain days. Our net capital budget shows a total of \$8 million in capital expenses, with \$2.5 million accounted for through FDA grants.

Regarding the closure of the OR for the air handler replacement, we are looking into the possibility of bringing in a mobile OR. We have also discussed working with Island Hospital or the Naval base to use as a temporary OR.

Commissioner Richardson motions to approve Resolution 475, approving the 2025 budget. Commissioner Wallin seconds the motion. Motion is approved.

IT and Facilities Report

Chief Executive Officer, Nathan Staggs

We are still experiencing issues with the Expanse upgrade, particularly with importing patient data from Athena to Expanse. We had a company in place to do this work and it has not been done effectively.

The ER is getting upgrades and the air handler system will be upgraded in 2025.

Operations and Outpatient Services Report

Chief Executive Officer, Nathan Staggs

We have providers joining us in the coming months, although we have slowed down a bit with recruiting. We are still challenged to find space for all of the providers in the clinics.

Nursing Report

Chief Executive Officer, Nathan Staggs

No nursing updates at this time.

Human Resources Report

Chief Executive Officer, Nathan Staggs

No major updates at this time.

Administration Report

Chief Executive Officer, Nathan Staggs

There are challenges but we have made a lot of good progress.

General Board Items

There are no general board items at this time.

Executive Session

No Executive Session was taken.

Commissioner's Comments

Community member Marcy Shimada introduced herself to the board. She is a director of clinics at Island Health.

Commissioner Richardson proposes a one-day planning session with a facilitator for the commissioners. The cost for this service is \$6,000. It will be an open public meeting and will include discussion of potential policies and goals. Commissioner Richardson proposes that the board review the documents provided and vote on them at the December board meeting.

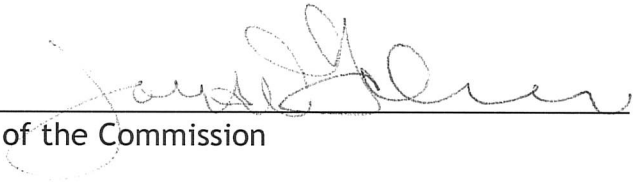
Commissioner Richardson motions to place a vote on the agenda for the December board meeting with regard to acceptance of at least one form of facilitation for a commissioner retreat. Commissioner Wallin seconds the motion. Motion is approved.

Commissioner Wallin requests that the board review their changes to the bylaws and those changes can be reviewed at the December board meeting. All drafts can be given to John to compile. Changes will go through our attorney and the WSHA. The bylaws committee will also review.

Commissioner Jouas celebrates the diversity of our medical staff.

Adjournment

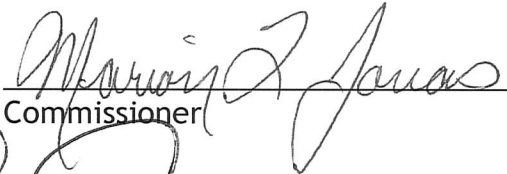
Commissioner Golder adjourns the board meeting at 12:16 pm. Minutes taken by John Gleason.



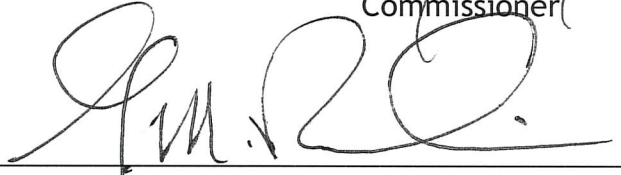
President of the Commission



Secretary of the Commission



Commissioner



Commissioner



Commissioner