

Board of Commissioners Meeting Minutes
Thursday, August 27, 2026
11:00 am

Agenda	Discussion	Action Items
Call to Order	Call to Order The meeting of the board of commissioners meeting of WhidbeyHealth Medical Center was called to order at 11:00 am by board president Marion Jouas. Commissioners present: Marion Jouas, RN Kirk Gasper, MD Katherine Nelson Marcy Shimada Present: Chief of Staff, Robert Rookstool, MD Chief of Staff Elect, Justin Williams, MD Chief Executive Officer, Nathan Staggs Chief Financial Officer, Paul Rogers Executive Director of Quality, Shanna Harney-Bates Executive Director of Ancillary Services, Tim Waldner Chief Operating Officer & Chief Medical Officer, Garth Miller, MD Controller & Director of Finance, Dana Hunt Administrative Chief of Staff, John Gleason 25 people attended online, and 5 attended in person.	
Consent Agenda	Consent Agenda • Approval of the July 23, 2026 Board Meeting minutes • Approval of the July 28, 2026 Board Meeting minutes • Approval of the August 13, 2026 Board Meeting minutes • Approval of the August 21, 2026 Board Meeting minutes	Motion to Approve April Minutes: Comm. Shimada Seconded: Comm. Gasper Motion is approved

Agenda	Discussion	Action Items
Call to Order	Call to Order/Points of Order Resolution #488 - Approval of Lease Agreement with Siemens • This is a 72-month lease for a CAT scan machine. • It will be our second machine in the hospital. • The cost is \$790,975 for the lease. • The lease will run from March 2026 for 72 months. • The maintenance is included in the cost of this lease. • Construction on the new space for this machine is a 9-week project. • The machine will be purchased and stored in our shell space to avoid escalating costs.	Motion to approve: Comm. Gasper Seconded: Comm. Shimada Motion is approved

Agenda	Discussion	Action Items
Public comments	Public Comments Cassie, Inpatient Pharmacist, WhidbeyHealth - Cassie updates the board and community on the status of union negotiations with UFCW. A comment in the online chat asks when WhidbeyHealth will be bringing on a Neurologist. Dr. Miller responds that WhidbeyHealth has identified neurology as a line of service and have identified a space, and we will be posting a position soon.	

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Medical Office Building Discussion	Ken Birdsong, Greystone; David Johnson, JJCA - Ken and David present the plans developed over the past 5 years outlining the master plan to build a Medical Office Building on the land to the east of the current Coupeville hospital building. - Ken and David were asked to review and update the master plan, consolidating operations and consulting with departments to evaluate efficiency. - The existing square footage of the current medical office is around 21,500 square feet. The proposed medical office building will provide around 90,000 square feet of space. - The departments that are slated to be in this building are Retail Pharmacy, Pediatric Care, Walk-in Clinic, Primary Care, Behavioral Health, Lab, Women’s Health, Diagnostic Imaging, Cardiology, Surgery, Vascular health, Pain Management, Eye Clinic, Urology, Pediatric Therapy, Cardiac Rehab, and Orthopedic Care. - The town of Coupeville has requested an access road to 3rd Street from the parking lot. - Projected potential project cost is \$100.4 million. - Projected tenant improvement costs are \$14.7 million. - The length of the projected lease is 15 years. - The projected cost of the project would be offset by being able to get out of existing leases in addition to being able to add addition growth.	

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CT Bid Approval	Bid Details - We put this project out to bid and we received 4 bids. - The low bid was \$664,928 from Trico. Trico is already here and working on our endo room so it will reduce costs by not needing to remobilize. - Tim has been pleased with the work Trico has done so far.	Motion to approve: Comm. Gasper Seconded: Comm. Nelson Motion is approved

Agenda	Discussion	Action Items
Medical Staff Report	Medical Staff Report - Chief of Staff/Credentials Report Initial Appointments: - Jonathan R. Arnow MD, Real Radiology - Tele Radiology, CBP Tele Medicine - Haley M. Barker FNP-C, Primary Care - Freeland, Provisional Active - Marissa M. Calzada NP, Hospitalist, Provisional Courtesy - Calvin J. Cogburn PMHNP, Behavioral Health - Coupeville, Provisional Active - Justin P. Curran DO, Emergency Medicine, Provisional Courtesy - Malitha S. Hettiarachchi MD, Tele-Hospitalist, Tele Medicine - Richard R. Holman DO, Internal Medicine Primary Care - Cabot, Provisional Active - Sara Lary DO, Emergency Medicine, Provisional Courtesy - Sarah H. Lebo FNP-C, Primary Care - Freeland, Provisional Active - Dane A. Pernot DO, Skagit Radiology - Remote, Provisional Courtesy - Melissa Sousley MD, Emergency Medicine, Provisional Courtesy - Nicole M. Sullivan MD, Skagit Radiology, Provisional Active - Chioma V. Udogu MD, Tele-Hospitalist, Tele Medicine - Douglas A. Waldman MD, Orthopedic Surgery - LOCUM <i>6 mos. Extension of LOCUM privileges</i> - Shannon M. Stegall MD, Internal Medicine Primary Care - Cabot, Provisional Active - Alexis R. Gross NP, Primary Care (multiple clinics) - Provisional Active Advancements: - Melanie L. Hughes RA, Skagit Radiology - Remote, Courtesy - Germaine R. Johnson MD, Skagit Radiology - Remote, Courtesy Reappointments: - Mohammad I. Hirzallah MD, Providence Neurology, CBP Tele Medicine - Joan E. James MD, Tele Psychiatry, CBP Tele Medicine	Motion to Approve Initial Appointments: Comm. Nelson Seconded: Comm. Shimada Motion is approved Motion to Approve Advancements: Comm. Shimada Seconded: Comm. Gasper Motion is approved Motion to approve Reappointments: Comm. Gasper Seconded: Comm. Nelson Motion is approved

	- James W. Jordan MD, Providence Neurology, CBP Tele Medicine - Kyle Y. Ogami MD, Providence Neurology, CBP Tele Medicine - Shana R. Wright PMHNP, Tele Psychiatry, CBP Tele Medicine Privilege Request Form - Pediatric Nurse Practitioner - This is an extension of Pediatrician privileges. - Nurse Practitioners will not be asked to answer to the level of the providers. - This will allow pediatric nurses to cover lower risk procedures like deliveries or repeat C-sections. Privilege Request Form - Palliative Care Nurse Practitioner - The primary change is advanced hospice and palliative care nurse certification which must be obtained within the first 18 months. Privilege Request Form - Emergency Medicine Nurse Practitioner - There were changes made in regard to trauma care and risk management. - The current request form surrounds using providers with advanced certification. - There are limited facilities that can do these certifications. - If a provider falls out of certification, they can continue to work but they cannot lead the trauma team. Privilege Request Form - Emergency Medicine Certified Physician Assistant - This allows for the same amendments to Physicians Assistants that were made to the Nurse Practitioners. Privilege Request Form - Obstetrics & Gynecology - This change addresses both inpatient and outpatient procedures.	Motion to approve Pediatric NP: Comm. Gasper Seconded: Comm. Shimada Motion is approved Motion to approve Palliative NP Request Form: Comm. Shimada Seconded: Comm. Nelson Motion is approved Motion to approve Emergency Med NP: Comm. Shimada Seconded: Comm. Gasper Motion is approved Motion to approve Emergency Med PA: Comm. Shimada Seconded: Comm. Gasper Motion is approved Motion to approve OB/GYN: Comm. Gasper Seconded: Comm. Shimada Motion is approved
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Agenda	Discussion	Action Items
Status Reports	Quality & Compliance - Shanna Harney-Bates - WhidbeyHealth has successfully completed the 3rd CNA program. The MA-R program will go live October 2026. - Quality has built a new dashboard to track hospice benchmarks. - Thresholds have been added to the Qualtrics survey scores.	

	Finance - Paul Rogers • We are reporting a net surplus of \$2.16 million for the month of July. We are making up ground that was lost in the first several months of 2026. • Outpatient visits and Specialty Clinic visits have increased for the third month in a row. • Days-cash-on-hand is currently at 12.2 days, largely due to 3 pay periods in the month of July. • We continue to see all-time highs in the receipt of patient cash. IT & Facilities - Tim Waldner • We have started work on the employee parking lot expansion and that is going well. • The endo project is on track; they are starting to paint. • The public restrooms at the front of the hospital have been painted. Nursing and Operations - Nathan Staggs • No updates at this time. Administration - Nathan Staggs • No updates at this time.	
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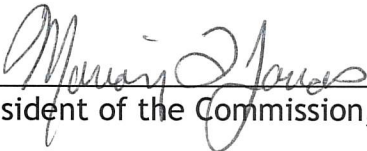
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General Board Items	Commissioner Committee Assignments • Commissioner Engle has been added to the Compliance and Ethics Committee, Document Control Committee, and Quality Improvement Committee. • Committee assignments will likely be changed at a future date. InnoVative Capital Contract Approval • Commissioner Jouas tables this approval and the board will revisit this at a future date. Posting Board Meeting Recordings • Commissioner Nelson identified a risk at the Rural Hospital Leadership Conference. • Other hospitals are experiencing phishing attempts and attacks from AI bots. • The board brought this up for consideration - to not post the recorded board meetings on YouTube for the public to review. • Board meeting minutes will still be available on the WhidbeyHealth website. JJCA • Executive Leadership would like to continue in the Medical Office Building design process with JJCA. • Decisions about aesthetics can be delayed, but there are still elements of the design that are being discussed.	Motion to Approve Committee Assignments: Comm. Shimada Seconded: Comm. Gasper Motion is approved Motion to discontinue posting board meeting videos: Comm. Gasper Seconded: Comm. Shimada Motion is approved Motion to continue the design process: Comm. Gasper Seconded: Comm. Nelson Motion is approved

Agenda	Discussion	Action Items
Executive Session	Executive Session The board will move to executive session to evaluate the qualifications of an applicant for public employment or to review the performance of a public employee per RCW 42.30.110 (g). All decisions will be made in open session. The board will go into Executive Session for a total of 40 minutes and will return to open session at 2:06 pm. The board exits the executive session and returns to open session at 2:07 pm. The board announces that they will need additional time and will return to Executive Session for an additional 20 minutes and will return to open session at 2:27 pm. The board exits Executive Session and returns to Open Session at 2:27 pm. No decisions were made and no votes were taken. The board will be discussing further how they would like to compensate Nathan.	Time out of Open Session: 1:26 pm Time in to Executive Session: 1:30 pm Time out of Executive Session: 2:07 pm Time in to Open Session: 2:07 pm Time out of Open Session: 2:07 pm Time in to Executive Session: 2:07 pm Time out of Executive Session: 2:27 pm Time in to Open Session: 2:27 pm

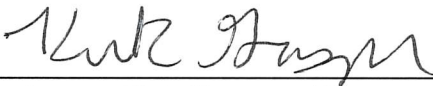
Agenda	Discussion	Action Items
Executive Session	Executive Session The board will move to executive session to discuss litigation or legal risks expected to result in adverse legal or financial consequences per RCW 42.30.110 (i). All decisions will be made in open session. The board will go into Executive Session for a total of 15 minutes and will return to open session at 2:45 pm. The board exits the executive session and returns to open session at 2:45 pm.	Time out of Open Session: 2:29 pm Time into Executive Session: 2:29 pm Time out of Executive Session: 2:44 pm Time into Open Session: 2:45 pm

Agenda	Discussion	Action Items
Commissioner Comments	- Commissioner Shimada mentions a desire to continue with TECCA discussions. - Commissioner Nelson would like to explore obtaining more community input on the medical office building proposal.	

Agenda	Discussion	Action Items
Adjournment	- The next regular board meeting will take place on Thursday, September 24 at 11:00 am. - The board meeting is adjourned at 2:49 pm. - Minutes taken by John Gleason.	Motion to adjourn: Comm. Shimada Seconded: Comm. Gasper Motion is approved



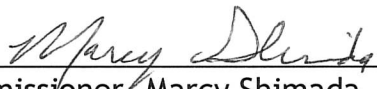
President of the Commission, Marion Jouas, RN



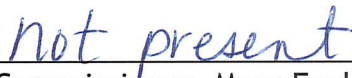
Commissioner, Kirk Gasper, MD



Commissioner, Katherine Nelson



Commissioner, Marcy Shimada



Commissioner, Mary Engle