Board of Commissioners Meeting Minutes
Thursday, September 24, 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 Mary Engle **Present:** Chief of Staff, Robert Rookstool, MD Chief of Staff Elect, Justin Williams, MD Chief Executive of Nursing, Curtis Shumate, RN 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 23 people attended online, and 3 attended in person.	
Consent Agenda	**Consent Agenda** • Approval of the August 27, 2026 Board Meeting minutes • Approval of the August 31, 2026 Board Meeting minutes • Approval of the September 8, 2026 Board Meeting minutes • Chief of Staff/Credentials Report	Motion to Approve Consent Agenda: Comm. Gasper Seconded: Comm. Shimada Motion is approved

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Call to Order	**Call to Order/Points of Order** • No points of order at this time.	

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Public comments	**Public Comments** No public comments were made.	

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AWPHD Discussion	Matt Ellsworth, Executive Director, Association of Washington Public Hospital Districts (AWPHD) • Matt Ellsworth meets with the board and attendees to discuss the roles of commissioners in regard to the hospital and executive leadership. • Topics include Fiduciary Duty, Policy, Delegation Authority, and the various tools that are available to the board. • Matt discusses the levy process, including the timeline for starting the levy process as well as the factors that are involved in the levy process. • The board will need to work on developing a strategic plan in 2027. AWPHD assisted in the process the last time a strategic plan was developed in 2024.	

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Medical Staff Report	**Medical Staff Report** • Chief of Staff/Credentials Report. The Chief of Staff/Credentials report is sent as a consent agenda item and is approved in the consent agenda. **Initial Appointments:** • Arthur R. Ballard MD, Radiology - Remote, Provisional Courtesy • Heather J. Hawk GNP, Palliative Care, Provisional Active • Jose J. Perez MD, Tele Hospitalist, Provisional Tele Medicine • Briana M. Poynor MD, Providence Neurology, CBP Tele Medicine • Syed S. Jafri DO, Providence Neurology, CBP Tele Medicine • Stephen Hioe, DO, Orthopedic Surgery, Provisional Courtesy **Advancements:** • Jay R. Argue MD, Skagit Radiology, Active • Carol A. Koiro PA-C, Orthopedic Surgery, Active • Nishath Naseem MD, Providence Neurology, CBP Tele Medicine • Sariya A. Siddiqui MD, Skagit Radiology - Remote, Courtesy **Reappointments:** • Jeffrey D. Carroll PA-C, Walk in Clinic - Goldie, Active • Amy Y. Garrett MD, Pediatrics, Active	

	• Christina Amendolare, GNP - Primary Care, Active **Privilege Request Form - Orthopedic Surgery Nurse Practitioner** • This form has updates made compared to the prior version. **Privilege Request Form - Vascular Surgery Physician** • Dr. Fry will be joining in January. The procedure list was developed to match what the practice will entail. • This form may need to be adapted as we see this practice evolve in the future.	Motion to approve Orthopedic Surgery NP: Comm. Nelson Seconded: Comm. Gasper Motion is approved Motion to approve Vascular Surgery Physician Request Form: Comm. Gasper Seconded: Comm. Shimada Motion is approved

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Status Reports	**Quality & Compliance - Shanna Harney-Bates** • MA-C classes will be starting in January. • WhidbeyHealth accepted a Rural Health Transformation Program Grant. • Patient Experience has implemented closed-loop feedback. • Communication is the most frequent patient feedback topic. **Finance - Dana Hunt** • We are over budget by about $3 million in gross patient revenue. • Pharmaceutical costs have led to supplies being over budget. • The town of Coupeville looked back at billing and charged WhidbeyHealth about $130k in unexpected bills. • Patient days have consistently come down while emergency room visits continue to gradually increase. • Days cash-on-hand is at 12 days. As we bring in revenue, we continue to re-invest. • Net days in AR is at 53 days. **IT & Facilities - Tim Waldner** • Phone system upgrades will be rolled out in October. • The new employee parking lot is expected to be completed within the next few weeks. • The Emergency Department air handler replacements are not expected to be received until November. • CT project - we are working through contracts. • Construction is ongoing in the Admin wing to create extra space. • The new Anesthesia documentation software is expected to go live in January.	

	Operations and Outpatient Services - Garth Miller, MD • We have seen a lot of growth in services, primarily on the outpatient side. • We have approximately 95 providers now. Five years ago, we had around 20. • A second Orthopedic Surgeon will be joining in January. • We are working to recruit to be able to serve the needs of the island, but we are running out of physical space. • We are switching our ACO from PSW to Vytalize. **Nursing and Operations - Curtis Shumate, RN** • Dana McGrew-Ciolac is back from medical leave. • We have added Bonnie Brady as a manager in the PACU. • We have started expanding the staff of circulators and scrubs. • The Foundation has helped purchase 5 new anesthesia machines. • We are increasing staff in the Emergency Department. • Virginia Mason came last month and did maternal codes. • Meal and rest break periods - We have coordinated with UKG to work on tracking meal and rest breaks ahead of the law going into place in 2028. **Administration - Tim Waldner** • The employee survey has gone out to all staff.	

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General Board Items	**Medical Office Building Update** • Architects are working to fine tune pricing. • If we were to not do a lease to own option, the cost would be about $67.5 million. • Expanding into other clinics is difficult as any space has to meet specific codes. • There are additional costs involved that are not included in the estimated office building costs. The estimate of the additional costs is $28 million. • The board will likely hold a work session to discuss the financial components of the proposal and to weigh the decision more adequately. **United Fleet Financing Approval** • Emergency Medical Services (EMS) has a 2008 Ford Expedition that is in need of replacement. This vehicle was not originally intended to be a primary response vehicle, but it has been used as one out of necessity.	Motion to approve EMS vehicle lease: Comm. Engle Seconded: Comm. Shimada Motion is approved

	• EMS is also looking for a 4wd pick up truck that can pull an RTV trailer. • The vehicle would be pre-wired to hook up all the required electronics, and the suspension is a bit stronger. • The financial preference is to lease the vehicle on a 3-year lease.	

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Executive Session	**Executive Session** No executive session was taken.	

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Commissioner Comments	• Commissioner Shimada mentions a desire to continue with TEFCA discussions as well as strategic planning. • Commissioner Jouas is planning to send the board a list of national and regional meetings that they may like to attend in 2027. • The 2027 budget will be reviewed at the October board meeting. The budget needs to be approved by November 15. • WhidbeyHealth will be holding a community Halloween event on the afternoon of October 30th.	

Agenda	Discussion	Action Items
Adjournment	• The next regular board meeting will take place on Thursday, October 22 at 11:00 am. • The board meeting is adjourned at 1:30 pm. • Minutes taken by John Gleason.	Motion to adjourn: Comm. Shimada Seconded: Comm. Engle Motion is approved

President of the Commission, Marion Jouas, RN

Commissioner, Kirk Gasper, MD

Commissioner, Katherine Nelson

Commissioner, Marcy Shimada

Commissioner, Mary Engle