



BOARD OF COMMISSIONERS MEETING

July 26, 2022

5:00 p.m. Family Medical Building Room C/D and via Zoom

MINUTES

PRESENT:

Evon LaGrou, Chair

Ellen Delaney, Vice-Chair

Rebecca Christoph, RN, Secretary

Becky Corson, Commissioner

STAFF:

Kyle Hopstad, Interim CEO

Holly Stanley, CFO

Dianna Osborne, Clinic Administrator

Megan Barton, Operations & Risk Manager (Scribe)

Richard Morales, Dir. Marketing & PR

Randy Coffell, HR Director

Dr. Jennifer Thill, Chief Medical Officer

Absent: Richard Johnson, PhD, Commissioner; Dr. Robie Sterling, Chief of Staff; Afton May, RN, Director of QAPI; Winnie Adams, RN, CNO

Guests: Ricky, Paulla, Lucy, S, John White, Anne, Teresa Cutchie; additional attendees not identified in person and on Zoom.

- I. Commissioner LaGrou called the meeting to order at 5:00 pm.
 - A. Acceptance/Changes to Agenda
 - i. Add RCW 42.30.110 (f) to receive and evaluate complaints or charges brought against a public officer or employee and RCW 42.30.110(g) to evaluate the qualifications of an applicant for public employment or to review the performance of a public employee as XI.
 - ii. Add CEO Contract and Salary under New Business
 - iii. Remove Quality and Nursing Operations Reports
 - iv. **Commissioner Delaney moved to accept the agenda as amended. Commissioner Corson seconded. With no further discussion, the motion passed unanimously.**
- II. Consent Agenda
 - A. **Commissioner Corson moved to accept the consent agenda as submitted. Commissioner Delaney seconded. With no further discussion, the motion passed unanimously.**
- III. Commissioner Committee/Liaison Reports:
 - A. Finance
 - i. June Financials/Monthly Patient Statistics were reviewed including statistics reporting up over the past month, supplies were also up due to

increase of orthopedic surgeries. CEO search expenses were \$7,000 for the month. Reported increase in AR days but still within national trend for a critical access hospital.

- B. Facilities/Equipment: have not met.
- C. Internal Relations:
 - i. **Commissioner Delaney moved to approve the policy as presented. With Commissioner Corson's second, the motion passed unanimously.**
- D. External Relations: Scheduled to meet first week of August.
- E. Executive:
- F. Ad Hoc: CEO Search Committee: A verbal report cited recent activity including three interviews having been completed.
- IV. Administrator Report: Kyle reported meeting with nearly 100 people and cited the quality and services provided, focusing on retention.
- V. Clinic Report: Reported changes in staffing and onboarding new employees, and covering with traveler staff as needed.
- VI. Old Business: none
- VII. New Business:
 - A. CEO Salary and Contract
 - i. Commissioner LaGrou requested the CEO salary be managed by the Finance Committee and report to the board. The CEO contract will be reviewed at the Executive Committee and reported to the board.
- VIII. Comments/Announcements:
 - A. Public Comment: Any written comments must be received by 11:00 AM the day of the meeting and submitted to info@myhealth.org. Public comments will be limited to 2 minutes each and ten minutes per topic. Personnel issues and employee performance are not discussed in public meetings and should be referred to the Interim C.E.O. Board members will not respond to public comment, as this is a time for members of the public to express their views. Please remember that all comments are expected to be respectful and no inappropriate comments or behavior will be tolerated. Inappropriate is defined as attempting to engage individual board members in conversation, insults, obscenities or profanity, verbal attacks against any person in their personal capacity, and/or physical violence or threat thereof.
 - i. Discussion on staff retention and practices.
 - B. Next Board Meeting:
 - i. Regular Board Meeting: Tuesday, August 9, 2022 at 5:00 pm in Room C/D & Zoom
 - C. Next scheduled committee meetings:
 - i. Finance Committee Meeting: July 25, 2022, at 3:45 pm
 - ii. Facilities Committee Meeting:
 - iii. Internal Relations Committee Meeting: Ellen appointed to Internal.
 - iv. External Committee Meeting: August 2, 2022 3:45 pm
 - v. Executive Committee Meeting: September 8, 2022, at 7:00 am
 - vi. Quality Committee: August 9, 2022, at 11:30 am
- IX. RCW 42.30.110 (f) to receive and evaluate complaints or charges brought against a public officer or employee and RCW 42.30.110(g) to evaluate the qualifications of an applicant for public employment or to review the performance of a public employee.
At 5:17 pm the board took a four minute break and convened into Executive Session expected to last for 20 minutes. Kyle Hopstad attended. Executive

Session began at 5:21 pm and was extended at 5:50 pm and 6:00 pm. The Board reconvened into regular session at 6:07 pm.

- X. Adjourn: Commissioner Corson moved to adjourn. With Commissioner Delaney's second, the motion passed. The meeting adjourned at 6:08 pm.


Chairperson


Vice Chairperson


Commissioner


Commissioner

Secretary