

## BOARD OF COMMISSIONERS MEETING

October 11, 2022, 5:00 p.m.

Family Medical Building Conference Room C/D and via Zoom

### MINUTES

#### BOARD:

Richard Johnson, Ed.D., Chair

Ellen Delaney, Vice-Chair

Rebecca Christoph, RN, Secretary (scribe)

Evon LaGrou, Member

Becky Corson, MBA, Member

#### STAFF:

John White, CEO

Dr. Jennifer Thill, Chief Medical Officer

Dr. Jules Sleiman, Vice Chief of Staff

*Dianna Osborne, Clinic Administrator*

Holly Stanley, CFO

Randy Coffell, HR Director

Carlo Piraino, RN, Director of Nursing

#### GUESTS:

Carrie Anthony, Controller

Sandy Johnson, Attorney

David Imus, CPA, Wipfli

- I. Meeting was called to order in due form.
  - A. Acceptance/Changes to Agenda. **Commissioner Corson motioned to approve the agenda with the correction of item XI. Executive Session RCW 42.30.110(g) (not 42.31.110(g)). Commissioner Delaney seconded the motion which passed unanimously.**
  - B. Approval of Minutes of July 14, 2022 Board Meeting. **Commissioner Delaney moved to approve the minutes of July 14, 2022 as presented. Commissioner Corson seconded the motion which passed unanimously.**
  - C. Approval of Minutes of September 27, 2022 Board Meeting. **Commissioner Christoph moved to approve the minutes of September 27, 2022 as presented. Commissioner Delaney seconded the motion which passed unanimously.**
- II. Comments/Announcements
  - A. Public Comments: None made.
  - B. The Hospital Surplus Sale will be sealed bid and is scheduled for October 19-21, 2022.
  - C. Next board Meeting: Tuesday, October 25, 2022 at 5:00 p.m. in Room C/D and via Zoom
  - D. Next scheduled committee meetings
    - i. Finance Committee meeting: October 24, 2022, 3:45 p.m.
    - ii. Facilities Committee Meeting: November 7, 2022, 1:00 p.m.

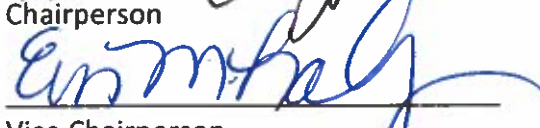
- iii. Internal Relations Committee meeting: October 12, 2022, 11:00 a.m.
  - iv. External Committee Meeting: November 1, 2022, 3:45 p.m.
  - v. Executive Committee Meeting: TBD
  - vi. Quality Committee: October 18, 2022, 11:30 a.m.
- III. Commissioner Committee/Liaison Reports
- A. Executive (Richard/Ellen) – Executive Committee met and reviewed possible contract with Sandy Johnson, Attorney.
- IV. Administrator Report: John White stated it was a privilege to be here and had a great first week. He thanked the Board for the opportunity. His experience here at Mid Valley Hospital has been the most welcoming in his career and he is settling in after just one week. His goal was to be in a place where he fits and can make a difference. His focus was on onboarding this past week.
- Lab was engaged with Virginia Mason this past week to get policies up to speed, monitoring, and staff education. They are making great progress and will continue working together for about a month before all is completed. The report from the lab survey has not been received yet, but they are doing all they can to be compliant and in good shape.
- John and Holly reviewed the contract with Bill, Rehab Vision. Long term, will need to aggressively recruit for PT.
- John will meet with Dr. White next week and discuss the orthopedics practice.
- In the short term, John plans to concentrate on building a solid base, including policy and procedures, staffing recruitment and retention, training, etc. to do everything at the highest level of quality and standard of care. A strategic planning process is also needed short term to create a vision to meet the needs of the community.
- John will be at the Washington state Hospital Assn. Annual meeting starting Sunday, October 16<sup>th</sup>. He hopes to learn what is the plan from Governor Inslee regarding the coming end of the Emergency Proclamation for COVID.
- V. Nursing Operations Report: Carlo Piraino, RN, Director of Nursing, reported that in his first week here, he sees the first priority as recruitment and retention. He has a meeting scheduled next week with Randy and John to discuss what they can do differently to attract staff. Lab, Radiology and ER were named specifically as being significantly down-staffed. There are a few key vacancies: Jamie Minnoch, RN, former interim DNS, tendered her resignation; Afton May, RN, Quality Director, is leaving. An Informatics nurse is needed and there is a vacancy in clinical education. These key positions need to be filled to keep quality practice on track. Surprisingly, he had no equipment requests from staff. He is reviewing policies and working with different departments to ensure policies are valid and current. As far as community plans, he wants to meet with the School of Nursing at Wenatchee Valley College North and see how we can work together to get people graduated and staying in the community. He is also looking at grant opportunities.
- VI. Clinic Report. Dianna reported the clinic is doing well and is just about full staffed again. There are two positions left to fill including a Psychiatric Nurse Practitioner and an MA/LPN. Felix Alvelo, PA-C, is doing fantastic. He is busy in walk-in and has a

full schedule most afternoons now. Dianna is finishing up preparations for a pending survey. She has been looking at processes in orthopedics to reduce wait times in the lobby. Streamlining some of the scheduling process has helped. There is a vaccine clinic for the COVID Bivalent booster and flu at East Side Park this Friday, October 14, from 10-2 p.m.


- VII. Medical Staff Report. Dr. Thill reported medical staff have not met, but reported that at the close out of September, the percentage of patients leaving without being seen was 1%, which is the lowest it has been in a long time. The ED was averaging from 3-5% with the national average around 1%. Hospitalist Advance Practice Clinicians served as provider extenders from 2-6 pm, and that has had a positive impact. It has improved flow of patient care. As for the OR lean process improvement project, they are still gathering data and will present at the next meeting. Dr. Thill also reported they will be onboarding two new providers through ERX.
- VIII. Personnel Report. Randy reported they hired seven employees in September. They are still utilizing 20 travelers in various departments. There are currently 40 openings with a turnover rate to date in 2022 of 21.8%.
- IX. Old Business: None
- X. New Business
  - A. Wipfli Presentation of 2021 Financial Statement and Single Audit. David Imus, CPA, Wipfli, presented an overview of the 2021 Financial audit. The audit received an unmodified opinion, which is the highest level of opinion. Internal controls are excellent.
  - B. Resolution #653 LTGO Bond Resolution. **Commissioner Christoph moved to approve Resolution #653 LTGO Bond Resolution as presented. Commissioner Delaney seconded the motion which passed unanimously.**
  - C. Resolution #654 Surplus Assets. **Commissioner Delaney moved to approve Resolution #654 Surplus Assets as presented. Commissioner Corson seconded the motion which passed unanimously.**
  - D. Approval of Non Union Wage Adjustments exceeding budget. John presented the budget and COLA for non union staff who have not yet received a wage increase for 2022. In addition to COLA increases, some adjustments are needed to meet current market wage index. **Commissioner Delaney moved to approve the non union wage adjustment as presented. Commissioner Christoph seconded the motion which passed unanimously.**
- XI. Executive Session: RCW 42.30.110(g) To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee.
  - Executive Session began at 6:00 p.m. for fifteen minutes
    - a. Extension – to 6:20 p.m.
    - b. The Board reconvened into regular session at 6:18 p.m.  
**Commissioner Corson moved to approve legal counsel contract with Sandy Johnson, Attorney. Commissioner Delaney seconded the motion which passed unanimously.**

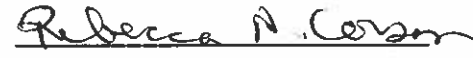
XII. Commissioner Christoph moved to adjourn the meeting. Commissioner Delaney seconded the motion which passed unanimously.

  
Chairperson

  
Vice Chairperson

  
Commissioner

  
Secretary

  
Commissioner