

**Garfield County Public Hospital District No. 1**  
**Board of Commissioners**  
**Minutes of Regular Meeting:**  
**February 3, 2025**

**Board Attending:** Mike Field, Steve Cannon, Sherry Ledgerwood and Jen Dixon. Erica Stallcop attended via Teams.

**Staff Attending:** Mat Slaybaugh, Chris Boyd and Caroline Moore.

**Public Attending:**

**Meeting Called to Order:** 6:00 p.m.

**Conflict of Interest Statement:** None.

**Committee Reports:**

- **Finance Committee**

A report was given on December financials, chargemaster review and cost report adjustments, grants, congressional funding for the imaging suite project, 340B Program, salaries, depreciation, Medicare adjustments, income statement by department, clinic matrix and clinic reception position.

- **Medical Staff Committee**

A report was given on medication formulary, antimicrobial stewardship, clinic staffing tele-nephrology/dialysis program, 24-hour chart review, references labs, and sterile equipment outdates.

- **Safety Committee**

A report was given on L&I claims, fire drills, security cameras, and front doorbell entrance button.

- **Resident Council**

A report was given on the February events, a road trip, super bowl and Valentine's Day parties, a helium balloon fundraiser, glamour shots, shadow boxes, new electric fireplace and musical entertainment.

- **Governance**

Four webinars are available in March for education through the Washington State Hospital Association.

**Consent Agenda:**

- Regular Board Minutes (01/06/25)
- AP Vouchers (413604—413836) (01/02/25) – (01/28/24)
- Payroll Voucher (52360—52365) (01/03/25) -- (01/31/25)
- Finance Committee Minutes (01/27/25)
- Medical Staff Committee Minutes (01/16/25)
- Safety Committee Minutes (01/15/25)

*A motion was made to approve the consent agenda as presented  
Moved by Steven Cannon and seconded by Jennifer Dixon  
Motion approved and passed unanimously by vote*

**Old Business:**

**1. Electrical Project Update**

The electricians are finishing up the wiring and are waiting for the arrival of the transfer switch.

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## **2. Imaging Suite Project**

Civil engineering completed the underground mapping of utilities. The congressional funding is in the house and the senate for the appropriations budget.

## **3. Strategic Plan Update**

The district continues to research assisted living options and is applying for grants with the goal of starting a financial analysis in May.

## **4. CEO Report**

A report was given on policies, compliance committee, all staff meeting, goal setting for all departments, SNAP program, and grant funding.

## **5. CNO Report**

A report was given on the hospital staffing plan, upcoming scheduled lean process map activity, survey readiness rounding, nurse staffing, infection control nurse vacancy, a current CNA working on nurse tech license and converting to RN in June, and hand hygiene surveillance required by state.

## **New Business**

### **1. Plan for Provision of Patient Care and Services Policy**

The plan for provision of patient care and services policy was reviewed by the board.

*A motion was made to approve the policy as presented  
Moved by Steven Cannon and seconded by Jennifer Dixon  
Motion approved and passed unanimously by vote*

### **2. Committee Appointments**

Each of the board members was appointed to attend a monthly committee meeting.

- Finance Committee - Mike Field and Steve Cannon.
- Medical Staff Committee – Mike Field and Jennifer Dixon
- QAPI Committee – Erica Stallcop
- Safety Committee – Sherry Ledgerwood
- Resident Council – Sherry Ledgerwood
- Governance – Jennifer Dixon

### **3. Election of Officers**

Two board members were appointed officers for 2025. Chairman, Steve Cannon and Secretary, Sherry Ledgerwood.

## **Public Comment:**

None.

**Regular Meeting adjourned at 6:40 p.m.**

**Executive Session was called to order at 6:40.** The Chairman announced the Board will go into executive session until 7:18 p.m. pursuant to RCW 42.30.110 (1)(g) to review the performance of a public employee.


**Executive Session was adjourned at 7:18 p.m.**

**Regular Open Session was called to order at 7:18 pm.**

*A motion was made to approve Mat Slaybaugh's CEO designation to permanent and an increase salary of \$205,000 as presented  
Moved by Steven Cannon and seconded by Sherry Ledgerwood  
Motion approved and passed unanimously by vote*

**Regular Open Session was adjourned at 7:20 pm.**

  
Mike Field, Chairman

  
Jennifer Dixon, Secretary

  
Erica Stallcop, Commissioner

  
Steve Cannon, Commissioner

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Sherry Ledgerwood, Commissioner