

Garfield County Public Hospital District No. 1
Board of Commissioners
Minutes of Regular Meeting:
May 3, 2021

Board Attending: Cindy Wolf, Chris Herres, Jen Dixon, Steven Cannon and Mike Field.

Staff Attending: Mat Slaybaugh, Jayd Keener, Stephanie Miller and Caroline Moore.

Public Attending: Jenness Evanson and Naomi Scoggin.

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

Conflict of Interest Statement: None.

Consent Agenda:

- Board of Commissioners Regular Minutes 4/05/21)
- AP Vouchers 405975 – 406125 (03/29/21) – (04/20/21)
- Payroll Vouchers 51809 – 51810 (04/02/21) – (04/16/21)
- Finance Committee Minutes (4/26/21)
- Safety Committee Minutes (4/15/21)
- Medical Staff Committee Minutes (4/15/21/21)
- QAPI/Infection Prevention Committee Minutes (4/22/21)

*Motion was made to approve consent agenda as presented
Moved by Steve Cannon and seconded by Jen Dixon
Motion approved and passed by vote*

Old Business:

1. CT/HVAC Project

Currently there has been no changes to the structure of the CARES Act. The CT/HVAC project estimates were broken down into three options: project as originally designed; CT expansion only and electrical only. This was reviewed and discussed in detail. CT technician training has been cancelled at this time.

2. COVID-19 Vaccines

The total amount of vaccines given to-date was reported. The Vaccine Clinic continue to be held on selected Fridays from May through July in the Dick Brown Building at the fairgrounds. Utilities has gone up slightly and will be paid for by the CARES Act funding. An evening vaccine clinic will be scheduled for early June. The hospital has signed up with PrepMod portal through the Department of Health.

3. Parking Lot Pavement

The County was contacted for an estimated to crack seal/chip seal the hospital parking lot but felt it would not be a long-term solution. This will be discussed further in the Strategic Planning Committee.

New Business

1. Wander Guard

The wander guard system is currently obsolete and due to be replaced. Bids were submitted and reviewed, and a new wander guard system will be purchased for \$9,200.21.

*Motion was made to approve consent agenda as presented
Moved by Steve Cannon and seconded by Jen Dixon
Motion approved and passed by vote*

2. Heat Pump

The heat pump went out at the clinic. Bids for a new heat pump were submitted and reviewed, and a new heat pump will be purchased for \$7,490.00.

3. Ultrasound

A report for ordered ultrasounds in 2020-2021, along with an ultrasound performance, expense for image reading, staffing for ultrasound technician and maintenance were all reviewed and discussed. The estimated purchase for a used ultrasound is \$60,000 and yearly estimated revenue is \$198,206.19.

4. Employee Handbook

The Board agreed to review the Employee Handbook present for approval at June's Board Meeting.

Committee Reports:

- **HUGS Committee**

HUGS members reviewed the bylaws and chose a recipient for the annual \$500 scholarship. Bills were presented for floral centerpieces for the Mother's Day Tea for \$74.02 was submitted to the Board.

*Motion was made to approve \$574.02 for the scholarship and centerpieces as presented
Moved by Chris Herres and seconded by Mike Field
Motion approved and passed by vote*

- **Finance Committee**

A summary was given of the April financials, charity care adjustment, and a No-Show Policy for the clinic.

- **Medical Staff Committee**

A report was given on 340B Pharmacy mock audit, review of P & T Committee's modifications to the take-home packs/medication formulary, increase of new clinic visits, telecardiology, RN/CNA recruiting, electronic lab results, transitional care, and ultrasound services.

- **QAPI and Infection Prevention Committee**

A summary was given on monthly and the quarterly reports for 2021 for each department's quality assurance measures and new tracking measures for COVID-19 vaccines will be implemented.

- **Safety Committee Meeting**

A summary was given on Safe Patient-Handling monthly report, L&I Claims, quarterly fire drills, sprinkler heads, IT training for phishing and security, and the Safety Walk-Through list.

- **Governance**

The Board was encouraged to attend webinars for Legislative Summary, COVID-19 Post Support, Cyber Liability and Healthcare Partnership Meetings through the Garfield County Public Health Department.

- **Co-CEO Report**

A report was given on patient visitations, church services, Resident Council Meetings, preceptorship for a RN, Woman Leadership and Executive Safety Trainings, WA state CMS survey/clinic mock survey, Allevant Transitional Care Program, the compliance and financial 2020 audit update, and the Strategic Planning Committee. The new Accountant, Stephanie Miller, was introduced to the Board members and public attendees.

Public Comment:

A public comment was given concerning the insurance billing of administration fees for COVID-19 vaccine. A public comment was given regarding HUGS memorials and membership.

Regular Meeting adjourned at 7:20 p.m.

Executive Session called to order at 7:20 p.m. for 30 minutes.

RCW 42.30.110 (1) (g) to evaluate the qualifications of an applicant for public employment or to review the performance of a public employee.

Executive Session announced at 7:50 p.m. for an extension of 15 minutes.

Executive Session adjourned at 8:05 p.m.

Open Session reconvened at 8:05 p.m. The Board announced the annual review of the Co-CEO evaluations which will be completed in full at an Executive Session following the regular Board Meeting on June 7, 2021. Compensations were discussed and outlined as listed below:

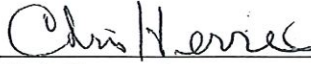
Motion was made to approve an increase stipend of \$1,125 for a total of \$3,750 per month or \$45,000 per year to begin on Monday, May 10, 2021 as presented

Moved by Steve Cannon and seconded by Jen Dixon

Motion approved and passed unanimously by vote

Open Session adjourned at 8:20 p.m.


Cindy Wolf, President


Chris Herres, Secretary


Jen Dixon, Commissioner


Steve Cannon, Commissioner


Mike Field, Commissioner

