

**Garfield County Public Hospital District No. 1**  
**Board of Commissioners**  
**Minutes of Regular Meeting:**  
**March 4, 2024**

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

**Staff Attending:** Mat Slaybaugh, , Stephanie Miller, and Caroline Moore. Excused Absence—Jayd Keener.

**Public Attending:** Naomi Scoggin and Martha Lanman.

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

**Conflict of Interest Statement:** None.

**Committee Reports:**

- **Finance Committee**

A report was given on January financials, hospital census, grants/reimbursements, 340B Program, billing claims, new biller position filled, tele-health volume, nurse/NAC staffing, and imaging project.

- **Medical Staff Committee**

A report was given on January clinic matrix volume, clinic nursing student, tele-health and home visits, cost report, credentialling, quotes for CT scanner and GCHD Medical Staff Bylaws.

- **Safety Committee**

A report was given on January safety zone, L&I claims, fire/evacuation drills, REDi Wildfire Response Drill action minutes, security cameras, doorbells for front and ED entrances, and completion of the dietary floor/pipe repair, installation of new dishwasher, and completion of basement signage.

- **QAPI and Infection Prevention Committee**

A report was given on January benchmarks, identifying focus areas that did not meet goals and goal setting for 2024 performance improvement program.

- **Resident Council**

A report was given on past events of the Mardi Gras and Valentine parties with musical entertainment, the March and April activity calendar, birthday parties, fundraisers, resident council funds, as well as an upcoming tea party, fitness bingo, holiday events and lunch outings.

- **Governance**

The board was informed of several upcoming webinars and webinar series through Washington Hospital Services and Washington State Hospital Association. The board was encouraged to review senate bill 5241.

**Consent Agenda:**

- Regular Board Minutes (02/05/2)
- AP Vouchers 411599—411744 (12/29/23) – (01/25/24)
- Payroll Voucher 52187—522204 (01/05/24) --- (01/22/24)
- Finance Committee Minutes (02/26/24)
- Medical Staff Committee (02/15/24)
- Safety Meeting Minutes (02/21/24)
- QAPI & Infection Prevention Committee Minutes (02/22/24)

*A motion was made to approve the consent agenda as presented  
Moved by Steve Cannon and seconded by Erica Stallcop  
Motion approved and passed unanimously by vote*

**Old Business:**

**1. Imaging Suite Project**

The board reviewed and discussed in detail the CT scanning proforma, the funding plan, the imaging addition estimate of probable cost and an estimated timeline for the stages of the project. Recruiting services of a lobbyist from The Johnston Group was presented for additional help in obtaining the congressionally directed funding.

*A motion was made to approve the services of a lobbyist as presented  
Moved by Steve Cannon and seconded by Sherry Ledgerwood  
Motion approved and passed unanimously by vote*

The board discussed the engineering and design budget of \$204,000. To continue with the engineering planning phase, a percentage of payment is required. The board agreed to approve a 20% payment of \$40,000 for engineering costs.

*A motion was made to approve a payment of \$40,000 for engineering costs as presented  
Moved by Steve Cannon and seconded by Sherry Ledgerwood  
Motion approved and passed unanimously by vote*

Three quotes for a CT scanner/service contract from General Electric, Fuji, and Siemens were reviewed. The board committed to retain Siemens as the supplier when ready to purchase imaging equipment and agreed to lock in Siemens's quoted price for a CT scanner and an upgraded x-ray machine.

*A motion was made to approve to the purchase of a CT scanner and x-ray machine from Siemens and agreed to lock in the quoted price of the imaging equipment as presented  
Moved by Jen Dixon and seconded by Steve Cannon  
Four ayes were in favor, one abstained  
Motion approved and passed by vote*

**2. Strategic Plan Update**

The dialysis units have arrived, a dialysis tech has been hired, and the implementation of the tele-nephrology/dialysis program is targeted for April 2024.

**3. Co-CEO Report**

A summary was given on a new dietary manager, electrical project, negotiating insurance contract language, and tele-behavioral health payment model.

**4. CFO Report**

A summary was given on the cyber security incident through Change Healthcare, the distressed hospital grant application, state audit, cost report, and financial goals for 2024.

**New Business**

**1. Employee Handbook Amendments**

The GCHD Employee Handbook was reviewed with amendments and presented for approval.

*A motion was made to approve the GCHD Employee Handbook as presented  
Moved by Steve Cannon and seconded by Sherry Ledgerwood*

*Four ayes were in favor, one nay was opposed  
Motion approved and passed by vote*

**2. Governing Bylaws**

The governing bylaws were reviewed for approval. The next review will be in March 2026.

*A motion was made to approve the GCHD Governing Bylaws as presented  
Moved by Steve Cannon and seconded by Jen Dixon  
Motion approved and passed by vote*

**3. Resolution 24-01 Surplus Property**

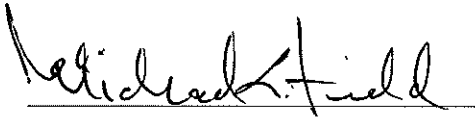
The surplus sale of the ice bin and the dispose of the used dishwasher were presented for approval. The Secretary of the Board read Resolution 24-01 in its entirety.

*A motion was made to approve Resolution 24-01 for surplus property as presented  
Moved by Jen Dixon and seconded by Erica Stallcop  
Motion approved and passed by vote*


**Public Comment:**

Comments were made regarding the imaging suite project and the Garfield County Public Health District's community projects.

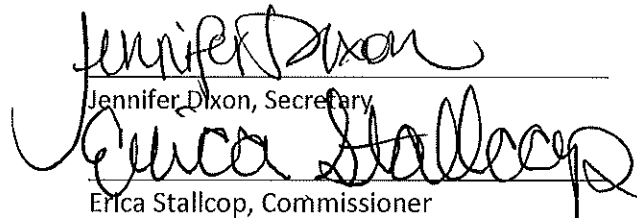
**Regular Meeting adjourned at 7:46 p.m.**



Mike Field, Chairman



Steve Cannon, Commissioner



Jennifer Dixon, Secretary

Erica Stallcop, Commissioner

Sherry Ledgerwood