

Garfield County Public Hospital District No. 1
Board of Commissioners
Minutes of Regular Meeting:
April 4, 2022

Board Attending: Mike Field, Jen Dixon, Steven Cannon, Sherry Ledgerwood and Erica Stallcop attended by phone.

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

Public Attending: Jenness Evanson and Naomi Scoggin.

Meeting Called to Order: 6:02 p.m.

Conflict of Interest Statement: None.

Committee Reports:

- **HUGS Meeting**

Election of Officers were held and members voted Jenness Evanson, President, Ruth Davis, Vice President, and Karen Hill, Secretary. A scholarship of \$500 will be awarded to a student furthering education in the medical field in May 2022. HUGS members continue to offer memory boxes to honor patients and memorabilia is provided by family members. A blanket warmer was purchased by HUGS for the patients to use after showers and baths.

*A motion was made to approve the blanket warmer for \$6,014.12 as presented
Moved by Steve Cannon and seconded by Jen Dixon
Motion approved and passed unanimously by vote*

- **Finance Committee**

A summary was given on March's financials, Clinic Matrix Report, USDA Grant, and mobile CT, ABNs, scholarship and tuition payment programs, and the announcement of Lacey passing her coding exam.

- **Safety Committee**

A summary was given on Safety Zone Report, L&I Claims, fire drills, security camera system, the lights in the walkway, ED/Lab update and emergency binders.

- **Medical Staff Committee**

A summary was given on pharmacy medication formulary, clinic tele-psych services, new patient volume, lab quality testing on Siemens machine, ultrasound services, new pain contract, nurse practitioner student, AMS program, and 340B Program.

- **Resident Council**

Patients have planned an Easter Dinner, fishing trip in June and discussed plans to raise money to increase Resident Council funds. An account has been opened internally for employees to donate. Patients will participate in Hospital Week in May. A blanket warmer was purchased by HUGS.

- **Governance**

May 15-17, 2022, commissioners are invited to a virtual or in-person WSHA Leadership Summit at The Marcus Whitman in Walla Walla.

Consent Agenda:

- Regular Board Minutes (03/07/2022)
- AP Vouchers 407625 – 407758 (02/01/22) – (02/28/22)

- Payroll Vouchers 51921 – 51923 (02/04/22) – (02/18/22)
- Finance Committee Minutes (03/28/22)
- Safety Committee Minutes (03/09/22)
- Medical Staff Committee Minutes (03/17/2022)

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

Old Business:

1. COVID-19 Vaccines

Approval for Moderna and Pfizer boosters was announced by the State of Washington. Extra Moderna vaccines was ordered. The Vaccine Clinic will continue to be held at the Garfield County Fairgrounds. Currently there are no confirmed cases in the community. The District continues to stay prepared in case of another COVID-19 surge. Health Resources & Services Administration can no longer be billed for uninsured patients as the funds have been depleted. Additionally free COVID-19 tests received from the State are no longer available and once the stock is gone, insurance will be billed. A letter of explanation regarding COVID-related billing was sent to patients.

2. USDA Grant Update

The architect and engineer of the electrical infrastructure will create a project timeline for the District.

New Business

1. Floating and Unpaid Holidays

The floating and unpaid holidays were discussed in detail. The Board agreed to leave the floating holiday as is and approved the addition of the two unpaid holidays per year to the Employee Handbook.

*A motion was made to approve the unpaid holidays as presented
Moved by Jen Dixon and seconded by Sherry Ledgerwood
Motion approved and passed unanimously by vote*

2. Governing Bylaws Amendment

The amendment to the governing bylaws to add the OPMA training for commissioners were reviewed and approved by the Board.

*A motion was made to approve the amendment to bylaws as presented
Moved by Steve Cannon and seconded by Jen Dixon
Motion approved and passed unanimously by vote*

3. New Scholarship Program

A final draft of the scholarship program was reviewed that would allow current employees who to continue their education in the medical field. Financial legalities for the District were reviewed by the MRSC legal team and the District's attorney. The Board approved the scholarship program and a separate policy for tuition reimbursement will be discussed at the Board meeting in May.

*A motion was made to approve the scholarship program policy as presented
Moved by Sherry Ledgerwood and seconded by Steve Cannon
Motion approved and passed unanimously by vote*

4. 5-Year Strategic Plan

Revisions made to the final draft of the Garfield County Hospital District 5-Year Strategic Plan was reviewed, discussed and the Board approved.

*A motion was made to approve the 5-Year Strategic Plan as presented
Moved by Jen Dixon and seconded by Steve Cannon
Motion approved and passed unanimously by vote*

5. Emergency Room Renovation

Glass partitions have been installed to create a two-bay station. Once the new cabinets and sinks are installed, the flooring will be completed.

6. Marketing Update

The Board reviewed samples of a new publication planned to be released in June which will highlight tele-health and ultrasound services and feature our providers. Legato Marketing will kick-off their campaign at future Town Hall Meetings to inform the community of the new services offered at the hospital and clinic.

7. CEO Report

Tele-behavioral health service will be offered at the clinic soon. The Co-CEOs and two managers attended the NW Rural Health Conference in Spokane. The hospital has joined Valley Vision, a workforce group of rural hospitals that will bridge the two local colleges and offer referrals for new nursing graduates to attract them to our communities. A Hospital Week budget will be submitted to the Board at the meeting in May. The Lab Department Medical Director was recently on-site to perform comparison studies for old and new Siemen machines.

New Business

1. 2021 DZA Auditing Letter

DZA was on-site to review the 2021 audit and had no audit findings. They will return to present the 2020 & 2021 audits at the next Board Meeting in May.

2. COVID-19 Policy and Mask Discussion

The COVID Policy was developed in 2020 in response to the State of Washington Proclamation 21-14 and later that year, this policy was merged to reflect the CMS Healthcare mandate regulations. The Board discussed the policy, mask and testing accommodations and adopted the COVID-19 Policy.

Public Comment:

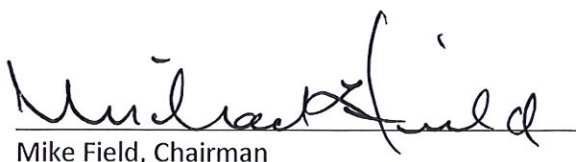
A public comment was made regarding the scholarship program.

Regular Meeting adjourned at 7:30 p.m.

Executive Session called to order at 7:35 p.m. for 45 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 adjourned at 8:20 p.m.


Mike Field, Chairman


Jennifer Dixon, Secretary



Steve Cannon, Commissioner



Sherry Ledgerwood, Commissioner



Erica Stallcop, Commissioner