

**Garfield County Public Hospital District No. 1**  
**Board of Commissioners**  
**Minutes of Regular Meeting:**  
**November 7, 2022**

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

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

**Public Attending:** Naomi Scoggin

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

**Conflict of Interest Statement:** None.

**Committee Reports:**

- **Finance Committee**

A summary of the Finance report was given on September financials, contractual allowance adjustments, agency nursing and equipment purchase expenses, and a final review of the 2023 budget.

- **Medical Staff Committee**

A summary of the Medical Staff report was given on the 340B Program, clinic patient volumes, nurse staffing, ED volumes, Lab quality control testing, trauma training, orthopedic services, and flu clinic.

- **Safety Committee**

A summary was given on the evacuation disaster drill, post-action reports and overall performance rating.

- **QAPI and Infection Prevention Committee**

A summary was given on monthly department goals for September challenges and improvements in Quality Assurance Performance and Improvement Program. Decreased participation in Activities due to staffing changes, and all-staff assessment survey with an 83% return rate was discussed.

- **HUGS Committee**

Members of HUGS continue to work on the shadow boxes in memory of former patients.

- **Resident Council**

A report was given on the Halloween party, new staffing changes in Activities, Resident Council fund, and the thanksgiving dinner menu. A Veteran's Day celebration, Christmas light tour and a dinner outing are upcoming events.

- **Governance**

The Board was encouraged to attend the following WSHA webinars in November for Public Records Officer and PHDs, Hospital Discharge Barriers Related to Consent and Guardianship, and The Benefits of Engaging Your Board in Strategic Planning.

**Consent Agenda:**

- Regular Board Minutes (10/03/2022)
- AP Vouchers 408934--409157 (10/05/22) – (10/26/22)
- Payroll Voucher 51943--51944 (10/03/22)— (10/28/22)
- Finance Committee Minutes (11/01/22)
- Medical Staff Committee Minutes (10/20/22)
- QAPI & Infection Prevention Committee Minutes (10/20/22)
- Emergency Preparedness Evacuation Drill (10/19/22)

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

**Old Business:**

**1. COVID Update**

Community flu/COVID clinic will be held at the Garfield County Fairgrounds on 11/4/22 and 11/18/22 and will be offered at the Pomeroy Medical Clinic starting in December 2022 for 1 day a week.

**2. Electrical Project**

Bidding for the electrical project opened the first week of November and closes on November 29, 2022. A public acknowledgement of the lowest bidder will be announced, and a bidder will be approved at the 12/5/22 Board Meeting. An estimated procurement package was sent by for supplies and equipment and was discussed. L&I approved all project plans and Department of Health has reviewed it. The contractor bids will begin in early 2023.

**3. CEO Report**

A plan to re-establish CNA classes in-house is currently in discussion with the Department of Health (DOH) and recruitment for a designated instructor is underway. The goal is to begin offering classes in summer of 2023. The hospital is exploring the possibility of partnering with Inland Orthopaedic to offer services at the clinic. The Co-CEOs continuing their Rural CEO Certification Program. Marketing firm has finished the website upgrade and a 2<sup>nd</sup> issue of "Cultivating Health" publication is planned for early February 2023. Staff surveys for Leadership Training was completed. A Licensed Clinical Social Worker has been hired for counseling services at the clinic.

**4. Facility Masterplanning**

Three separate floor plan options were reviewed and discussed for the administrative side of hospital. An updated debt capacity study will be done in the spring of 2023.

**New Business**

**1. Final 2023 Budget Review**

The annual budget was presented to the Board by the Financial Controller. The Board reviewed and approved the final budget for 2023.

**2. Levy Ordinance/Resolution 22-06**

Secretary of the Board read Resolution 22-06 in its entirety and the Board voted to approve.

*A motion was made to approve the Levy Ordinance/Resolution 22-06 as presented  
Moved by Sherry Ledgerwood and seconded by Erica Stallcop  
Motion approved and passed unanimously by vote*

**3. The Levy Certification**

The Levy Certification will be signed by the Secretary once the final amount is received from the Assessor's Office.

**4. Resolution 22-07 for Budget 2023**

Secretary of the Board read Resolution 22-07 in its entirety and the Board voted to approve.

*A motion was made to approve the Resolution 22-07 for 2023 Budget as presented  
Moved by Jen Dixon and seconded by Erica Stallcop  
Motion approved and passed unanimously by vote*

**5. Resolution 22-08**

Secretary of the Board read Resolution 22-08 in its entirety and the Board voted to approve.

*A motion was made to approve the Levy Ordinance/Resolution 22-08 as presented  
Moved by Jen Dixon and seconded by Erica Stallcop  
Motion approved and passed unanimously by vote*

**6. Review of Medical Staff Bylaws Article VIII Corrective Action**

At the recommendation of the hospital's attorney, it was advised that Article VIII be removed from the Medical Staff Bylaws due to being cumbersome and extensive if disciplinary action must be taken. The Board recognizes the necessity to remove Article VIII at the advice of the hospital's legal counsel.

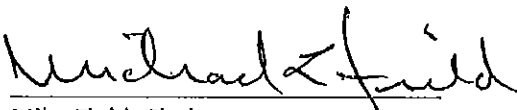
**Public Comment:**

None.

Regular Meeting adjourned at 7:07 p.m.

Executive Session called to order at 7:07 p.m. for 15 minutes. The Chairman announced the Board will go into Executive Session citing 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.

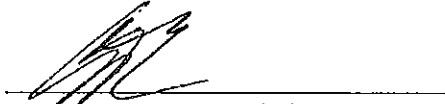
Executive Session adjourned at 7:22 p.m.




Mike Field, Chairman



Jennifer Dixon, Secretary



Steve Cannon, Commissioner



Erica Stallcop, Commissioner



Sherry Ledgerwood, Commissioner

