

Garfield County Public Hospital District No. 1
Board of Commissioners
Minutes of Special Meeting:
September 12, 2022

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

Staff Attending: Jayd Keener and Caroline Moore.

Public Attending: Jenness Evanson.

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 nursing staff coverage, IV pump quotes, Dietary HVAC quotes, Hoyer lift/sit-to-stand quotes, CEO spending amounts, CFO transfer of duties, July financials, AR days, Medicare Rural Emergency Hospital, and Facility Master planning.

- **Medical Staff Committee**

A summary of the Medical Staff report was given on pharmacy plan of corrections, 340B Program, Department of Health vaccination survey, ED visits/renovation, Athena chart reconciliation issues, introduction of new clinic provider, RUOP Student Program, and central venous catheter discussion.

- **Safety Committee**

A summary of the Safety report was given on additional security cameras for hospital/clinic, front entrance handrail, Safety Walkthrough, and new committee date/time, ED renovation, old lab machine pickup arrangements, and quotes for Dietary AC unit.

- **QAPI and Infection Prevention Committee**

A summary was given on monthly department goals for July challenges and improvements in Quality Assurance Performance and Improvement Program. Activities added church services which increased weekend participation. Employee satisfaction survey results, offering diabetic education to clinic patients and increasing telehealth referrals were discussed.

- **HUGS Committee**

The Chairman of HUGS informed the commissioners that the Archie Bryan Trust Fund will be dissolved by December 31, 2022, due to the passing of all three trustees. The trustees were also the farmers who farmed the land. The land will be given to Shriners in Spokane Washington, as stated in the will. Erica Stallcop and her children brought in a mamma goat and 3 baby goats for the residents to pet and interact with in the Activities Courtyard. The patients and staff thoroughly enjoyed their visit and expressed their appreciation.

- **Resident Council**

The patients chose the menu for a couple of days in September including fair food for lunch on Friday, September 16, which they enjoyed. They appreciate the installation of the new front entrance handrail. Church services are offered every Sunday of the month. New Bingo time is 2:00 p.m. 3 days a week.

- **Governance**

The Board was encouraged to attend the upcoming WSHA webinar "Effective Decision-Making Across Diverse Perspectives and Experience."

Consent Agenda:

- Regular Board Minutes (08/01/2022)
- AP Vouchers 408550 through 408786 (08/01/22) – (08/31/22)
- Payroll Voucher 51939 (08/05/22)— (08/23/22)
- Finance Committee Minutes (08/29/22)
- Medical Staff Committee Minutes (08/18/22)
- Safety Committee Minutes (08/10/22)
- QAPI & Infection Prevention Committee Minutes (08/26/22)

*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

The new Moderna by Valiant COVID Vaccine is in, but the State has not completed the standing orders. A community flu/COVID clinic will be scheduled at the Garfield County Fairgrounds; however, once the federal "Hospital Without Walls waiver ends, the location will be changed to the clinic or the hospital. Only Pfizer by Valiant and Modera COVID-19 vaccine can be used for the booster shots.

2. Electrical Project

The plans have been submitted to Labor & Industries and Department of Health for review with the electrical team. Pacific Power is working on a variance for new underground lines needed for a section of the hospital parking lot.

3. CEO Report

A report was given on the presentation of the strategic plan of the Economic Forum on September 16, organizational assessment staff survey, Leadership training program, swing bed standards of care discussion, Garfield County Fair and Parade, clinic immunization and Department of Health surveys, Lab survey, replacing the transportation van, and nursing students program. Rural CEO Course begins on September 26, 2022, and WA State office of Rural Health covers the cost. The Co-CEOs were asked to do a Rural Health Leadership Podcast through the National Rural Health Association on Monday, September 19, 2022, and this will be shared on the GCHD website and Facebook account. Stephanie Miller has been promoted to Financial Controller and will begin the CFO Certification in the spring of 2023 and will become the GCHD Chief Financial Officer.

New Business

1. IV Pump Quote

Two quotes, option I and option II were received and reviewed from Fresenius Kabi for 8 new IV pumps. The less expensive option I was chosen at \$16,000 plus the Vigilant Discovery License for \$4,500.

*A motion was made to approve option I for 8 IV pumps/license for \$20,500 as presented
Moved by Erica Stallcop and seconded by Jen Dixon
Motion approved and passed unanimously by vote*

2. Dietary HVAC Quote

Three quotes for a new HVAC unit were presented to the Board. The three quotes were for \$22,000 from County Grain Growers HVAC, \$14,210 from Mike's Mechanical and \$11,977 from Millcreek Mechanical.

*A motion was made to approve a HVAC replacement unit for \$10,977.21 as presented
Moved by Erica Stallcop and seconded by Jen Dixon
Motion approved and passed unanimously by vote*

3. Hoyer Lift Quote

Two Hoyer Lifts and a sit-to-stand equipment will be obsolete by the end of 2022. A quote from Direct Supply for 2 Hoyer Professional Presence Portable Patient Floor Lifts and 1 Atlas Sit-to-Stand Patient Lift for \$11,111.54.

*A motion was made to approve 2 Hoyer Lifts/1 sit-to-stand for \$11,111.54 as presented
Moved by Steve Cannon and seconded by Erica Stallcop
Motion approved and passed unanimously by vote*

4. Co-CEO Spending Amount

Currently the spending amount for the co-CEOs is up to \$5,000 for daily operational expenses but anything over \$5,000 requires Board approval. Due to inflation, the need to take care of big operational expenses and delay time for Board approval, a request has been made to increase each of the Co-CEO's spending amount to 15,000 for \$30,000 combined. Additionally, for an expense amount that has been approved in the current budget, the Co-CEOs have been approved up to \$15,000 each and \$30,000 combined.

*A motion was made to approve an increase in Co-CEOs spending amount to \$15,000 each and \$30,000 combined as presented
Moved by Steve Cannon and seconded by Jen Dixon
Motion approved and passed unanimously by vote*

5. Medicare Rural Emergency Hospital Discussion

A new payment model for Medicare approved in 2021 was discussed. Within this model, inpatient beds can no longer be used. Medicare will allow Emergency Department beds and 24-hour Observation Bed only. Under this new model, hospitals will be paid by fee for-service-schedule with 5% in lump payment. Washington State Hospital Association (WSHA) did a financial analysis from 2019 data using Medicare numbers only. Since our revenue has increased substantially in 2020 to present, the Board agreed this model would not benefit GCHD at this time.

6. Facility Masterplanning

A draft of a conceptual drawing from the architectural firm, Blue Room, was reviewed by the Board. A project manager/consultant was highly recommended by two different hospital facilities. A Predesign Plan will be proposed and a rough budget will be created to begin moving forward for the bidding of the architect engineering project which is based on skills and experience. A debt capacity study was done in 2021 and will be updated with the current 2022 numbers.

Public Comment:

None.

Regular Meeting adjourned at 7:52 p.m.

Executive Session called to order at 8:52 p.m. for 60 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 8:52 p.m.

Regular Session was reconvened at 8:52 p.m.

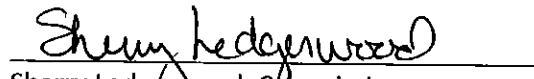
The Board agreed to compensate an addition 20% to their current salary.

*A motion was made to approve an increase the Co-CEOs salary at 20% each as presented
Moved by Steve Cannon and seconded by Jen Dixon
Motion approved and passed unanimously by vote*

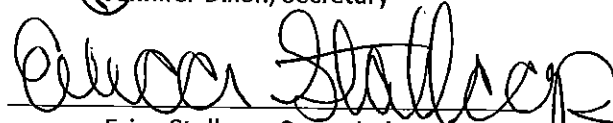
Regular Meeting adjourned at 8:55 p.m.


Mike Field, Chairman

Steve Cannon, Commissioner


Sherry Ledgerwood, Commissioner


Jennifer Dixon, Secretary


Erica Stallcop, Commissioner