

Garfield County Public Hospital District No. 1
Board of Commissioners
Minutes of Special Meeting:
September 7, 2021

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

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

Public Attending: Jenness Evanson, Martha Lanman, and Patty Weaver.

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

Conflict of Interest Statement: None.

Consent Agenda:

- Regular Board Minutes (08/02/21)
- Special Board Minutes (08/21/2021)
- AP Vouchers 406691 — 406839 (7/28/21) – (08/30/21)
- Payroll Vouchers 51824 – 51826 (08/06/21) – (08/20/21)
- Finance Committee Minutes (08/30/21)
- Safety Committee Minutes (08/11/21)
- Medical Staff Committee Minutes (08/19/21)

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

Old Business

1. COVID-19 Vaccines

The total amount of vaccines given to-date was reported and a COVID Calendar was reviewed. The staff is prepping for booster shots and flu shots.

2. Appointment of Infection Preventionists

A recommendation by Medical Staff on August 19, 2021, to appoint Jayd Keener, Co-CEO/DNS, and Stephanie Hughes, LPN, as Infection Preventionists was presented to the Board for approval.

*Motion was made to approve the Appointment of Infection Preventionists
for Jayd Keener and Stephanie Hughes as presented
Moved by Jen Dixon and seconded by Mike Field
Motion approved and unanimously passed by vote*

3. Appointment of Antimicrobial Stewardship (AMS) Program

A recommendation by Medical Staff on August 19, 2021, to appoint Mike Harshberger, Pharmacist, as lead and Doug Crafton, Pharmacist, as the AMS Team was presented to the Board for approval.

*Motion was made to approve the Appointment of AMS Program
for Mike Harshberger as presented
Moved by Mike Field and seconded by Steve Cannon
Motion approved and unanimously passed by vote*

New Business

1. Amendment of Governing Bylaws

In event of a national emergency, such as the current pandemic where the Board cannot meet in person, an amendment to the Governing Bylaws was presented to authorize the clerk permission to sign documents on behalf of the Commissioners with prior consent by remote meeting, phone, or email.

*Motion was made to approve the clerk authorization to sign documents under a national emergency, such as the current pandemic, Article IV, Section 4, 4. as presented
Moved by Chris Herres and seconded by Jen Dixon
Motion approved and passed unanimously by vote*

2. Reappointment of Andrew Park, M.D.

Dr. Park's Medical Staff 2-year term was up for renewal, approved by Medical Staff, and reviewed by the Co-CEOs was presented to the Board for approval.

*Motion was made to approve Dr. Park's reappointment recommended by Medical Staff and the Co-CEOs as presented
Moved by Steve Cannon and seconded by Mike Field
Motion approved and passed unanimously by vote*

3. Sale of Old Portable X-ray Machine

An agreement was made with a buyer to purchase the old portable x-ray machine for \$1,000.

4. Resolution 21-03

The Board is proposing a sale the old portable x-ray surplus property. Secretary, Chris Herres, read the Resolution in its entirety and presented for approval.

*Motion was made to approve Resolution 21-03 as presented
Moved by Mike Field and seconded by Chris Herres
Motion approved and passed unanimously by vote*

5. USDA Grant

The Board reviewed the USDA Grant options for Track I Recovery Grants and Track 2 Impact Grants. Three separate project options were discussed in detail for upgrades to the hospital and clinic. The category in which the GCHD District is placed will be clarified by the USDA Grant representative.

Committee Reports

• HUGS Meeting

A summary of the monthly HUGS Meeting was given, and a bill was presented to the Board for \$39.16 for the purchase of bird seed for the hospital bird feeders.

*Motion was made to approve the bill of \$39.16 for bird seed as presented
Moved by Chris Herres and seconded by Jen Dixon
Motion approved and passed unanimously by vote*

• Finance Committee

A report was given on the monthly financials, housekeeping equipment purchases, Hoyer lift chairs, new bathtub lift, sale of portable x-ray, USDA grant, no-show policy, and CNA shortage.

- **Medical Staff Committee**

A report was given on the new phone system, pharmacy polices, sport physicals, no-show policy, new patient volume, new billing/coding staff, lab machine verifications, ultrasound exams, Medical Staff Bylaws annual review, and the Antimicrobial Stewardship and Infection Preventionist Programs.

- **Safety Committee**

A report was given sprinkler head testing inspection, cybersecurity updates, and ED and Lab updates.

- **Resident Council**

Nothing to report.

- **Governance**

A webinar for Charity Care will be offered on the Washington State Hospital Association website. The Board was also encouraged to attend webinars offered on Municipal Resource Service Center website.

- **Co-CEO Report**

A report was given on the ED Overflow Room update (old Conference Room 8), COVID Trailer usage, Nursing Department, new beautician and housekeeping positions, telecardiology and ultrasound services, plans for Garfield County Fair, Legato Marketing and L&I survey.

Public Comment

A comment was given from the Garfield County Health District regarding latest updates.

Special Meeting adjourned at 7:30 p.m.

Executive Session called to order at 7:30 p.m. pursuant to 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 until 7:50 p.m.

Executive Session adjourned at 7:50 p.m.

Special Meeting was called to order at 7:50 p.m. No further action was taken, and the meeting was adjourned at 7:50 p.m.


Cindy Wolf, President

Chris Herres, Secretary


Steve Cannon, Commissioner


Jen Dixon, Commissioner


Mike Field, Commissioner