



**Chelan County Public Hospital District No. 2  
Regular Meeting of the Board of Commissioners  
Meeting Minutes 10/26/2021**

<b>Commission Attendance:</b>	
<i>( <input type="checkbox"/> not present <input checked="" type="checkbox"/> present )</i>	
<input checked="" type="checkbox"/> Chair (Mary Murphy)	<input checked="" type="checkbox"/> Secretary (Fred Miller)
<input checked="" type="checkbox"/> Vice Chair (Jordana LaPorte)	<input checked="" type="checkbox"/> Member (Mary Signorelli)
<input checked="" type="checkbox"/> Member (Jeremy Jaech)	
<b>Participants: Adam Snyder, Pat Merrian</b>	
Cheryl Cornwell, CFO	Shawn Ottley, Director of QA
Jaime Minnock, CNO	Ross Hurd, CIO
Agustin Benegas, Communications	
<b>Recorder:</b> Toni Willis	
<b>Item</b>	<b>Topic/Action</b>
Call to Order & Review Agenda	M. Murphy called meeting to order at 1:30 pm. then read the mission. Item 4A was removed from agenda.
Public Comment	
Chair's Report	M. Murphy stated that Lake Chelan Health Board and staff offer best wishes and thanks to former CEO George Rohrich, who's last workday was Oct. 23. The board and leadership team are currently conducting a smooth transition to ensure the highest quality care for patients.
Consent Agenda	<ul style="list-style-type: none"> <li>•J. LaPorte made a motion to approve the minutes and bad debt statement and accept all other items on the consent agenda as revised, seconded by M. Signorelli. Motion carried.</li> </ul>
Old Business	<p>A. M. Murphy introduced Kimberly McNally, who works in health care governance training. Ms. McNally will deliver a 4-hour training workshop to LCH Board members on November 17<sup>th</sup>. Ms. McNally will send assessment forms to Commissioners to complete. Public is welcome to join by virtual link posted on LCH website.</p> <p>B. S. Ottley shared proposed changes to the Organizational Chart, mentioning responsibilities and approximate budget impact with new titles/positions (CQO, COO, CHR, Med Staff Coordinator). Due to multiple questions, the Chair suggested further discussion on approval of the revised Chart be postponed until next meeting when there would be more time. C. Cornwell noted time was of essence regarding title change for S. Ottley as he is performing the functions of CQO but not receiving adequate compensation. F. Miller supported changes to the Org Chart as suggested by G. Rohrich and Executive Team, noting it is the decision of the CEO to determine the Administration's needs. J. Jaech agreed saying the CEO is busy without having to oversee department managers. M. Murphy suggested they schedule time to continue discussions with the Executive Team and Human Resources at one of the upcoming Special Meetings prior to November's Regular Board Meeting.</p> <p>C. S. Ottley delivered an overview of 2022 Strategic Plan. The Leadership Team developed a strategic outline with the focus where the organization should be by end of 2022.</p>
New business	<p>A. CEO Transition Plan: fundamental processes and materials are being organized for the Board to finalize to support a transparent process. Transition Committee will meet soon to review applications for CEO.</p>

	<p>B. CEO Job Description: the following revisions were proposed: add “recommended and or preferred experience in Critical Access Hospital” to qualification section and “equivalency” to Item 6.</p> <ul style="list-style-type: none"> <li>• M. Signorelli made a motion to approve the CEO job description as revised, seconded by J. Jaech. Motion carried.</li> </ul> <p>C. CEO Search Flow Chart: Transition Committee will review CEO applications and recommend candidates to the Board. M. Murphy, and J. Jaech will serve on Committee.</p> <ul style="list-style-type: none"> <li>• A motion was made by J. Jaech to approve the CEO Search Flow Chart, seconded by J. LaPorte. Motion carried.</li> </ul> <p>D. Orthopedic Surgeon Job Description &amp; Salary: have interim surgeon in mind, will need approval of salary scale to proceed with contract.</p> <ul style="list-style-type: none"> <li>• J. Jaech made a motion to proceed to fill Orthopedic Surgeon position under salary scale provided at today’s meeting, seconded by J. LaPorte. Motion carried.</li> </ul>
Reports	<p>A. F. Miller asked C. Cornwell to report September financials. Balance sheet, Statement of Revenue and Expense, Patient Statistics, and bond amounts used on construction were presented.</p> <p>B. A brief discussion regarding QHR services took place. C. Cornwell asked for approval to approach QHR to discuss contract discrepancies.</p> <ul style="list-style-type: none"> <li>• J. Jaech motioned that C. Cornwell move forward in her discussions with QHR. J LaPorte seconded and motion carried.</li> <li>• F. Miller motioned for Board to accept October financial report, seconded by M. Signorelli. Motion carried.</li> </ul> <p>C. M. Signorelli reported three separate real estate agencies will be providing property valuations on the hospital-owned land that Heritage Heights was built on. Rather than extending the lease, a recommendation to offer lease-to-purchase to Heritage Heights will be presented to the Board in November.</p> <p>D. M. Signorelli shared information from her discussions with the MRSC Attorney regarding name plaques and naming rights to contributors to the new hospital. It was recommended that writing a policy to outline the process of naming rights or having written guidelines would be advisable. J. Jaech agrees to have policy or guidelines in place, which should include honorific naming and a sunset clause. M. Signorelli will work with Facilities Committee to draft a policy.</p> <p>E. A. Benegas presented updated facilities transition plan; costs are being kept minimal. Most expenses will be due to the moving of offices and equipment from the Express Clinic to the old hospital, and offices and equipment from old hospital to new hospital location.</p> <p>F. Credentialing: Medical Executive Committee recommends credentialing for two providers.</p> <ul style="list-style-type: none"> <li>• F. Miller made a motion to approve credentialing of the two providers, seconded by M.</li> </ul>

	<p><i>Signorelli. Motion carried.</i></p> <p>G. J. Minnock presented the Strategic Plan Dashboard</p>
Roundtable	
Executive Session	<p>At 3:30 pm M. Murphy announced Board will move to Executive Session to evaluate qualifications of an applicant for public employment. RCW 42.30.110(1)(g), and to discuss with legal counsel representing the agency matters relating to agency. RCW 42.30.110(1)(i). The session will last one hour. Five minute break was announced prior to Executive session.</p> <p>At 4:37 pm M. Murphy requested a 15-minute extension.</p> <p>At 4:51 pm Commissioners returned to open session.</p>
Resolutions	<ul style="list-style-type: none"> <li>• <i>J. Jaech made a motion to remove George Rohrich as CEO and to appoint C. Cornwell as Interim CEO effective October 23, 2021, Resolution 2021-6. Seconded by F. Miller. Motion carried.</i></li> <li>• <i>J. LaPorte made a motion to accept advice of HR for CEO salary base of \$200K-250K, seconded by M. Signorelli. Motion carried.</i></li> <li>• <i>L. LaPorte made a motion to approve MOU between LCH &amp; C. Cornwell regarding Interim CEO duties and compensation, seconded by M. Signorelli. Motion Carried.</i></li> </ul> <p><i>Board discussed using CEO recruitment firms vs contingency firms to conduct the CEO search. Board consensus is to use contingency firms for now.</i></p>
Adjournment	The meeting was adjourned at 5:15 pm

Attest:

*Fred Miller*  
 Fred Miller (Dec 10, 2021 13:41 PST)

Fred Miller, Secretary

*Cheryl Cornwell*  
 Cheryl Cornwell (Dec 13, 2021 13:54 PST)

Cheryl Cornwell, Interim CEO

Fred Miller