



**Chelan County Public Hospital District No. 2
Regular Meeting of the Board of Commissioners
Meeting Minutes January 23, 2024 1:30 pm
in person and via Microsoft TEAMS**

Commission Attendance:

(not present present)

<input checked="" type="checkbox"/> Mary Murphy, Secretary <input checked="" type="checkbox"/> Jordana LaPorte, Chair	<input checked="" type="checkbox"/> Doug Gibson <input checked="" type="checkbox"/> Len England	<input checked="" type="checkbox"/> Lori Withrow, Vice Chair
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Staff Participants: A. Edwards, B. Truman, S. Ottley, L. Sahlinger, R. Montgomery, B. Kipp, J. Thompson, L. Hippe, J. Phetteplace, J. England, A. Benegas, B. McCracken, C. Onda, A. Thomas,

Guests:
Community Members:

Recorder: Wendy Kenck

Agenda Item	Topic/Action																
<ul style="list-style-type: none"> • Call to Order 	<ul style="list-style-type: none"> • J. LaPorte called the meeting to order at 1:32 pm and recited the mission statement. 																
<ul style="list-style-type: none"> • Public Comment 	<ul style="list-style-type: none"> • No Public Comment 																
<ul style="list-style-type: none"> • Chair’s Report 	<ul style="list-style-type: none"> • A. Edwards proposed a modification to the agenda, suggesting the addition of RCW (b) at the conclusion, alongside an executive session as per RCW 42.30.110(1)(o). • J. LaPorte adjusted the time of the first Executive Session to allow extra time for discussion. • J. LaPorte shared as the year concludes, she has deeply appreciated the learning and collaborative support from fellow board members and staff in navigating her journey. • J. LaPorte opened the floor for Board position nominations <ul style="list-style-type: none"> ○ D. Gibson nominated J. LaPorte as Board Chair position, accepted, motion passed ○ J. LaPorte nominated L. Withrow as Vice Chair, accepted, motion passed ○ J. LaPorte nominated M. Murphy as Board Secretary, accepted, motion passed • Board Committee Assignments <ul style="list-style-type: none"> ○ D. Gibson inquired about the nature of the DEI committee, whether it operates under the Board or within operational functions. ○ M. Murphy proposed that the DEI committee be structured as a Board Committee to maintain continuity from the Board's initiation of the DEI policy, ensuring its full implementation and functionality. Consensus was reached to proceed with the DEI committee as a Board committee. <table border="1" style="width: 100%; margin-top: 10px; border-collapse: collapse;"> <tr> <td style="padding: 2px;">Compliance, Privacy, & Risk Committee</td> <td style="padding: 2px;">D. Gibson & L. England</td> </tr> <tr> <td style="padding: 2px;">Med Staff</td> <td style="padding: 2px;">Board Chair</td> </tr> <tr> <td style="padding: 2px;">Quality Committee</td> <td style="padding: 2px;">D. Gibson & L. England</td> </tr> <tr> <td style="padding: 2px;">Governance</td> <td style="padding: 2px;">M. Murphy & L. Withrow</td> </tr> <tr> <td style="padding: 2px;">DEI Committee</td> <td style="padding: 2px;">M. Murphy & D. Gibson</td> </tr> <tr> <td style="padding: 2px;">Credentialing</td> <td style="padding: 2px;">M. Murphy & L. Withrow</td> </tr> <tr> <td style="padding: 2px;">Warrants</td> <td style="padding: 2px;">L. Withrow</td> </tr> <tr> <td style="padding: 2px;">Finance Committee</td> <td style="padding: 2px;">J. Laporte, L Withrow (Winter/Spring, D. Gibson (Summer/Fall)</td> </tr> </table>	Compliance, Privacy, & Risk Committee	D. Gibson & L. England	Med Staff	Board Chair	Quality Committee	D. Gibson & L. England	Governance	M. Murphy & L. Withrow	DEI Committee	M. Murphy & D. Gibson	Credentialing	M. Murphy & L. Withrow	Warrants	L. Withrow	Finance Committee	J. Laporte, L Withrow (Winter/Spring, D. Gibson (Summer/Fall)
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<ul style="list-style-type: none"> • Consent Agenda 	<ul style="list-style-type: none"> • Edits to the Consent Agenda: <ul style="list-style-type: none"> ○ Board of Commissioner 12/19/23 minutes, replace ‘Attorney General’ with ‘DOH’ ○ Remove Finance Committee Minutes and move to the following month’s Consent Agenda ○ M. Murphy motioned to approve Consent Agenda with edits, seconded, motion passed
<ul style="list-style-type: none"> • Executive Session 	<ul style="list-style-type: none"> • J. LaPorte announced Executive Session 2:00pm for 30 minutes to consider information regarding staff privileges or quality improvement committees under RCW 70.41.205 and RCW 42.30.110(1)(o) <ul style="list-style-type: none"> ○ L. Withrow extended the Executive Session 5 minutes ○ L. Withrow extended the Executive Session 5 minutes ○ L. Withrow extended the Executive Session 5 minutes ○ L. Withrow extended the Executive Session 5 minutes ○ Executive Session ended at 2:55pm
<ul style="list-style-type: none"> • Reports 	<ul style="list-style-type: none"> • <i>M. Murphy verified all credential files are complete for the proposed list of providers and motioned to approve the appointments and removals as presented by B. McCracken, seconded, motion passed.</i> • M. Hillman presented comprehensive revisions to the Medical Staff bylaws, encompassing the addition of various provider types, transitioning the committee director position from appointment to election, adjusting terms from two years to one year, making slight alterations to the Chief of Staff role, and introducing an Allied health category for elections without changes to the scope of privileges. • <i>D. Gibson moved to approve the disposal of the Business Office, T-System Upgrade, Zimmer Large Power, & Siemens Coagulation Instrument as presented, seconded, motion approved.</i> • Finance: <ul style="list-style-type: none"> ○ B. Truman addressed non-functional items originating from the Business Office, indicating that a compilation list is being prepared for approval at the upcoming February Board meeting. ○ <i>D. Gibson motion to authorize the purchase of the Ultrasound machine in April of 2023 in the amount of \$115,799, seconded, motion approved.</i> ○ B. Truman briefed the Board on the Finance Committee’s discussion regarding Medicare HMO’s. ○ B. Truman provided an update on the financing for the New Hospital project, indicating that the USDA has indicated a potential closing date in February. Additionally, there will be a 0.5% interest rate adjustment. ○ B. Truman presented the Unaudited December 2023 Financials <ul style="list-style-type: none"> ▪ <i>M. Murphy motioned to accept the December unaudited Finance Report, seconded, motion approved.</i> • A. Edwards shared Forte Architecture's initial designs for the Specialty Care facility. Ongoing meetings with Forte, Administration, and staff are being held to gather input. There is also consideration for the potential addition of another 1000 square feet in the future to accommodate expansion into another line of care. • S. Ottley provided an overview of December’s KPI dashboard. <ul style="list-style-type: none"> ○ Aggregate Quality Score: Experiencing a decline attributed to issues in Policies and Contract Management. ○ Service Line: It was highlighted that there is a necessity to reassess the KPIs, emphasizing the importance of prioritizing staff concerns before considering the addition of new service lines. • Board Advocacy:

	<ul style="list-style-type: none"> ○ J. LaPorte initiated contact with the CVCH Board Chair to arrange a mutual introduction. Currently awaiting confirmation from CVCH regarding a suitable date and time to attend their Board meeting. ○ M. Murphy, in collaboration with the Diabetes Roundtable group, is actively gathering data and information concerning the processes related to diabetes in our valley, with a particular focus on pediatric cases.
<ul style="list-style-type: none"> ● Old Business 	<ul style="list-style-type: none"> ● Policies: <ul style="list-style-type: none"> ○ L. Withrow motioned to approve the below policies, seconded, motion approved. <ul style="list-style-type: none"> ▪ Cardiac, Stroke & Trauma Quality Improvement Plan ▪ End of Life Care ▪ Board of Commissioners Continuing Education (CAH) ▪ Credentialing Policy ● Governance Committee Key Performance Indicators (KPIs) include organizing three Board community forums annually and ensuring representation at community meetings as hospital representatives. <ul style="list-style-type: none"> ○ D. Gibson motioned to approve the Governance committee KPI recommendation, seconded, motion passed.
<ul style="list-style-type: none"> ● New Business 	<ul style="list-style-type: none"> ● During the meeting, the Board review of policies process was discussed. It was decided that policy revisions would take place during the renewal month, with the redline version to be presented in the Packet for approval. ● L. Sahlinger presented the updated Annual Quality plan with the updated DNV guidelines and committee membership. <ul style="list-style-type: none"> ○ D. Gibson motioned to accept the Annual Quality Plan with the mentioned edits, seconded, motion approved. ● S. Ottley and A. Edwards presented potential adjustments to the organizational chart, which would involve adding 1 full-time equivalent (FTE) Executive position. <ul style="list-style-type: none"> ○ J. LaPorte sought clarification on the role of the Executive Director of Outpatient Services within the organization. S. Ottley explained that there is a need to expand the service line and restructure internally, including Clinic and EMS operations. A. Edwards emphasized that filling this position would enhance collaboration and enable him to focus on external partnerships. S. Ottley noted that including this position would likely increase revenue. ○ M. Murphy made a motion to approve the proposed Org Chart as proposed, seconded, motion approved.
<ul style="list-style-type: none"> ● Roundtable/Action Items 	<ul style="list-style-type: none"> ● J. LaPorte and Aaron to attend the Wa State Senate meeting on 1/24 regarding TIF. ● S. Ottley to attend the February 8th Foundation Meeting. ● Combine the Community Forum with the Board Community Forum ● J. LaPorte to edit the year-end letter and send it to Agustin before Feb 5th. ● A. Benegas to research the cost of adding the year- end letter to the Mirror and to market it to the Spanish community in Spanish. ● W. Kenck to distribute the Conflict-of-Interest forms to the Executive Team ● Strat Plan location to be determined. ● M. Murphy and A. Edwards to plan a Ruby U(niversity) event for the community.
<ul style="list-style-type: none"> ● Public Comment 	
<ul style="list-style-type: none"> ● Executive Session 	<ul style="list-style-type: none"> ● J. LaPorte announced Executive Session 5:40 pm for 20 minutes to evaluate the performance of a public employee. RCW 42.30.110(1)(g). And to consider the minimum price at which real estate will be offered for sale or lease. RCW42.30.110(1)(b). <ul style="list-style-type: none"> ○ L. Withrow extended the Executive Session 5 minutes ○ L. Withrow extended the Executive Session 5 minutes ○ L. Withrow extended the Executive Session 5 minutes

	<ul style="list-style-type: none"> ○ L. Withrow extended the Executive Session 5 minutes ○ Executive Session ended at 6:20pm
<ul style="list-style-type: none"> • Adjournment 	<ul style="list-style-type: none"> • No action was taken as a result of the Executive Session • J. LaPorte adjourned the meeting at 6:21 pm

Attest:

Mary C Murphy
[Mary C Murphy \(Mar 14, 2024 20:52 PDT\)](#)
 M. Murphy, Secretary

Aaron C Edwards
[Aaron C Edwards \(Mar 5, 2024 15:55 PST\)](#)
 Aaron Edwards, CEO

Wendy Kenck
 W. Kenck, Executive Assistant











BOC Minutes 01.24.24

Final Audit Report

2024-03-15

Created:	2024-03-05
By:	wendy kenck (wkenck@lcch.net)
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-  Document created by wendy kenck (wkenck@lcch.net)
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-  Document emailed to aedwards@lcch.net for signature
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-  Email viewed by aedwards@lcch.net
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-  Signer aedwards@lcch.net entered name at signing as Aaron C Edwards
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-  Email viewed by mmurphy@lcch.net
2024-03-15 - 3:50:39 AM GMT
-  Signer mmurphy@lcch.net entered name at signing as Mary C Murphy
2024-03-15 - 3:52:42 AM GMT
-  Document e-signed by Mary C Murphy (mmurphy@lcch.net)
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-  Agreement completed.
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