



Chelan County Public Hospital District No. 2
Regular Meeting of the Board of Commissioners
Meeting Minutes November 19, 2024 1:30 pm
in person and via Microsoft TEAMS

Commission Attendance:

(not present present)

Jordana LaPorte, Chair
 Lori Withrow, Vice Chair

Mary Murphy, Secretary
 Doug Gibson

Len England

Staff Participants: A. Edwards, B. Truman, S. Ottley, R. Montgomery, L. Sahlinger, M. Miller, A. Benegas, J. Thompson, R. Eickmeyer

Guests: Chris Colley (Graham Construction), Ellyn Freed (Forte Architects), Dean Gable (Hill International)

Community Members: M. Navarro, A. Moroz, Sarah

Recorder: Wendy Kenck

Agenda Item	Topic/Action
1. Call to Order	<ul style="list-style-type: none"> J. LaPorte called the meeting to order at 1:30 pm and recited the mission statement.
2. Public Comment	<ul style="list-style-type: none"> No public comment
3. Chair’s Report	<ul style="list-style-type: none"> J. LaPorte expressed her heartfelt appreciation to the veterans in our area who have served our country with dedication and bravery. Also expressed that it is essential that we always remember to be respectful and considerate in all our interactions.
4. Consent Agenda	<ul style="list-style-type: none"> Edits to the Consent Agenda <ul style="list-style-type: none"> Regular Minutes- page 2: Change EMS ‘AAI’ to ‘AIA’ <i>M. Murphy motioned to approve Consent Agenda with edits, seconded, motion passed</i>
5. Executive Session	<ul style="list-style-type: none"> Executive Session not required for Credentialing
6. 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 deactivation of the providers as presented, seconded, motion passed.</i> Med Staff Update provided by Dr. Hillman via A. Edwards: Continuing to review processes, policies, and delineation of privileges with the assistance of TRC. The Quality Department continues to work with the medical staff to maintain DNV compliance. Finance: <ul style="list-style-type: none"> B. Truman presented the unaudited October 2024 Finance. <i>M. Murphy motioned to accept the unaudited October 2024 Finance Report, seconded, motion approved.</i> B. Truman reviewed the Sources and Uses of Cash, explaining how cash is utilized within the facility. He also discussed the current Project Sources and Uses document, highlighting the hospital's position on accessing additional funding through a loan for planned purchases. Resolution 2024-11 Capital Expenditures: Reviewing options USDA, bank loan, bond. <ul style="list-style-type: none"> <i>D. Gibson motioned to approve Resolution 2024-11, seconded, motion approved.</i> B. Truman reviewed the bonus structure and the intended payout to all eligible staff at

	<p>the beginning of December.</p> <ul style="list-style-type: none"> ▪ J. LaPorte thanked the team for putting together a bonus structure for the staff based on performance. ▪ A. Edwards thanked the Board for approving the use of operation funds to be used as a bonus to the employees and expressing their appreciation to the staff for a job well done. <ul style="list-style-type: none"> • CEO Report: A. Edwards shared the CEO Report with additional notes stating the soft opening of Dermatology last week received great feedback from the community, and the physician expressed gratitude to the staff and the hospital. • Strategic Plan KPIs: S. Ottley reviewed the Strategic Plan KPIs and mentioned the ongoing task of tweaking the current report based on the Board's comments from last month. He is working towards completing a Board dashboard for 2025. • Board Advocacy: <ul style="list-style-type: none"> • J. LaPorte joined the WSHA Governance committee. • Ruby U presentation to the Community regarding healthcare by LCH. Would like to invite the hospital out in the spring/summer for another presentation. • Hospital Holiday Party, Dec 14th • Guild B & Guild E activities with proceeds to be announced at the December Board meeting.
7. Old Business	<ul style="list-style-type: none"> • Specialty Clinic Project Update: Due to setbacks with the city permit, the start date has been moved to December 2nd. <ul style="list-style-type: none"> ○ Change Order Process for Specialty Clinic: Amounts greater than \$25K, require notification to the Board (2 Board Members) 24 hours prior. • EMS/Admin Building Project Presentation: S. Ottley, E. Freed (Forte Architects), D. Gable (Hill Int'l), and Chris Colley (Graham) provided an overview of the current project with diagrams and asked the Board to decide whether to continue with the current track or rework the project. The Board reached a consensus to continue with the planning, with more details to be provided at December's board meeting. • Board Self Evaluation Highlights: Good working relationships; concerns about following processes and feeling free to express concerns; distinction between governance and operations could be better; opportunities to provide educational items for the Board and talk with the community (one-on-one interactions have been beneficial). • Board Discussion: Topics included the 2025 Regular Board of Commissioner meetings, Board Education topics, and Year End Letter topic assignments. • CHNA Discussion: A. Benegas presented possible options for companies to complete the CHNA. The Board addressed questions regarding each company and requested proposals and evaluations for each option.
8. New Business	<ul style="list-style-type: none"> • Policy Review: The Board reviewed the current approved policy process for Board-owned policies and discussed the desire to edit the policies in WORD with tracking on, present them to the Board, and have the EA input the changes into Policy Stat. All were in agreement with the process changes. <ul style="list-style-type: none"> ○ <i>D. Gibson motioned to approve the Board Member Code of Conduct and the Public Participation in Board Meeting policies with edits, seconded, motion approved.</i> • <i>L. Withrow motioned to approve to use Risk Assessment for the determination of operating room status as non-wet locations in the operation room (NFPA99.6.2.2.8.4 & NFPA 99.6.2.2.8.7), seconded, motion approved.</i>

9. Roundtable/Action Items	<ul style="list-style-type: none"> • S. Ottley to create a Board KPI Dashboard based on input given this month. • Finance to compile a breakdown of funding options and spending for the EMS/Admin build. • Board Members to send assigned 'end of year' letter paragraphs to M. Murphy by December 6. • A. Benegas to create a proposal of all CHNA entities, including cost and pros/cons, for presentation at the December Board Meeting. • W. Kenck to send a draft board acknowledgment and signature page for the Board Member Code of Conduct policy to the Governance Committee for review and edits. • W. Kenck to add the Public Participation Policy to the Board section of the LCH website.
10. Public Comment	<ul style="list-style-type: none"> • No Public Comment
11. Executive Session	<ul style="list-style-type: none"> • J. LaPorte announced Executive Session at 6:10 pm for 20 minutes for <ul style="list-style-type: none"> ○ RCW 42.30.110(1)(g) Evaluate the performance of a public employee. <ul style="list-style-type: none"> ▪ L. Withrow extended the Executive Session 30 minutes ▪ L. Withrow extended the Executive Session 15 minutes ▪ Executive Session ended at 7:15 pm
12. Adjournment	<ul style="list-style-type: none"> • No action was taken as a result of the Executive Session • J. LaPorte adjourned the meeting at 7:15 pm

Attest:

Mary C Murphy
Mary C Murphy (Dec 18, 2024 16:35 PST)
M. Murphy, Secretary

Aaron Edwards
Aaron Edwards (Dec 18, 2024 12:06 PST)
Aaron Edwards, CEO

wendy kenck
W. Kenck, Executive Assistant










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Final Audit Report

2024-12-19

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