



**Chelan County Public Hospital District No. 2  
Regular Meeting of the Board of Commissioners  
Meeting Minutes July 29, 2025 at 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, R. Montgomery, J. Barich, A. Benegas, J. Phetteplace, T. Lautiki, M. Miller, S. Ottley

**Guests:**

**Community Members:** Nate Mote, Anna Moroz, Manuel Navarro

**Recorder:** Wendy Kenck

Agenda Item	Topic/Action
Call to Order	<ul style="list-style-type: none"> <li>• J. LaPorte called the meeting to order at 1:30 pm and recited the mission statement.</li> </ul>
Public Comment	<ul style="list-style-type: none"> <li>• No Public Comment</li> </ul>
Chair's Report	<ul style="list-style-type: none"> <li>• J. Laporte expressed appreciation for today's ribbon cutting ceremony celebrating the opening of the new Specialty Clinic, noting it marked the culmination of three years of planning. Congratulations were extended to all who contributed to the success of the event.</li> </ul>
Consent Agenda	<ul style="list-style-type: none"> <li>• J. LaPorte added RCW 42.30.110 to the agenda for discussion during Executive Session.</li> <li>• <i>M. Murphy motioned to approve the consent agenda with the suggested amendment, seconded and motion carried.</i> <ul style="list-style-type: none"> <li>○ The 6/30/25 Board Minutes are amended to include S. Ottley, Dr. Kalliath, and Dr. Freed as attendees.</li> </ul> </li> </ul>
Executive Session	<ul style="list-style-type: none"> <li>• J. LaPorte announced an Executive Session at 1:35 PM for 15 minutes, scheduled to end at 1:50 PM, citing RCW 70.44.062 and RCW 42.30.110(1)(o) to consider information regarding staff privileges and matters discussed by quality improvement committees.             <ul style="list-style-type: none"> <li>○ L. Withrow extended the Executive Session 10 minutes</li> <li>○ L. Withrow extended the Executive Session 10 minutes</li> <li>○ L. Withrow extended the Executive Session 10 minutes</li> <li>○ Executive session ended at 2:20pm.</li> </ul> </li> <li>• Action Following Executive Session:             <ul style="list-style-type: none"> <li>○ <i>L. Withrow motioned to approve the delineation of medical privileges for Ear, Nose, and Throat (ENT) and Pediatrics, with the understanding that a review of the Delineation of Privileges (DOP) will occur at the time of transition to full active status, as well as at the conclusion of that status, to determine which procedures should be added or removed. The motion was seconded and carried.</i></li> <li>○ <i>D. Gibson motioned to approve the reappointment of Dr. Tobe Harberd (Family Medicine) and the initial appointment of Dr. Michelle Pappy (Family Medicine), Dr. Tyler Jankowski (Pathology), and Trent Lyman (PA). Additionally, residents Dr. Piper and Dr. Fleshman were credentialed with clinical privileges. An exception was noted for Dr. Pappy, who is currently awaiting her DEA license; if the license is not received by the</i></li> </ul> </li> </ul>

	<p><i>time of her first scheduled shift, prescription orders will be written by Dr. Kalliath. Dr. Lucia Carbajal and Dr. Tessa Moore will be removed from privileges due to the completion of their residency programs. The motion was seconded and carried.</i></p>
<p>Reports</p>	<ul style="list-style-type: none"> <li>• <b>Finance:</b> <ul style="list-style-type: none"> <li>○ B. Truman presented the unaudited June 2025 finance report. <ul style="list-style-type: none"> <li>▪ <i>D. Gibson motioned to accept the unaudited June 2025 Finance Report; second motion approved.</i></li> </ul> </li> <li>○ B. Truman noted that the SNAP payments are scheduled to be cut by 10% starting in 2026. Which is 100M/year for five years.</li> </ul> </li> <li>• <b>CEO Report:</b> A. Edwards presented the CEO Report and shared the following key updates: <ul style="list-style-type: none"> <li>○ Participated in the recent WSHA board meeting, which provided valuable insights and strategic perspectives on forthcoming changes within the healthcare sector.</li> <li>○ Emphasized ongoing efforts to strengthen infrastructure in partnership with paramedicine services and community stakeholders to effectively address and mitigate anticipated regulatory and operational shifts.</li> <li>○ Raised concerns regarding the recent classification change that excludes medical debt from being considered as debt, outlining potential financial and patient care implications.</li> <li>○ Provided an update on the Critical Access Hospital (CAH) status following communications with CMS, confirming that an agreement has been reached and further discussions are underway to ensure compliance and operational continuity.</li> <li>○ Expressed commitment to supporting an upcoming documentary focused on Rural Obstetrics, underscoring the importance of fostering community engagement and dialogue around rural healthcare challenges and opportunities.</li> </ul> </li> <li>• <b>Strat Plan KPI Report:</b> S. Ottley reviewed the KPI dashboard.</li> <li>• <b>Community Connection Opportunities:</b> <ul style="list-style-type: none"> <li>○ EMS 50th Celebration – Successful event with strong turnout and community engagement.</li> <li>○ Specialty Clinic Ribbon Cutting – Well-attended ceremony marking an important milestone.</li> <li>○ Two Board members attended the Chelan City Council meeting to listen to discussion on ADU units and cottages.</li> <li>○ Two Board members attended the Guild B dinner cruise, providing a valuable opportunity to connect and engage with community members.</li> <li>○ Upcoming event: <ul style="list-style-type: none"> <li>▪ Nick of Time in August.</li> <li>▪ Ongoing participation in Foundation meetings.</li> <li>▪ Scheduled attendance at the Chelan Indivisible Group meeting in August.</li> </ul> </li> </ul> </li> <li>• <b>Board Education:</b> <ul style="list-style-type: none"> <li>○ D. Gibson presented an overview of diagnostic imaging and the different modalities.</li> </ul> </li> </ul>
<p>Old Business</p>	<ul style="list-style-type: none"> <li>• <b>Specialty Clinic &amp; EMS Capital Project Update:</b> <ul style="list-style-type: none"> <li>○ The Specialty Clinic Ribbon Cutting Ceremony was held today, with the clinic’s first patient day scheduled for August 4th.</li> <li>○ EMS building bids have been reissued and are currently open for submission. <ul style="list-style-type: none"> <li>▪ The Guaranteed Maximum Price (GMP) will be presented to the Finance Committee on August 20th, followed by a presentation to the full Board on August 26th.</li> </ul> </li> <li>○ Construction is planned to commence in mid-September.</li> </ul> </li> </ul>
<p>Executive Session</p>	<ul style="list-style-type: none"> <li>• J. LaPorte announced executive session at 4:32 pm for 30 minutes, citing RCW 70.44.062 and RCW 42.30.110(1)(o) to consider information regarding staff privileges and matters discussed</li> </ul>

	<p>by quality improvement committees.</p> <ul style="list-style-type: none"> <li>○ Executive Session ended at 5:02pm</li> <li>● Action Following Executive Session: <ul style="list-style-type: none"> <li>○ <i>M. Murphy motioned to approve the Delineation of Privileges (DOP) for Infection Control, Telemedicine, and Pulmonary Medicine as outlined in the current Lake Chelan Health template. The motion was seconded and approved.</i></li> </ul> </li> </ul>
New Business	<ul style="list-style-type: none"> <li>● <b>Resolutions:</b> <ul style="list-style-type: none"> <li>● <i>D. Gibson motioned to approve Resolution 2025-7 (Disposal of Radios &amp; Equipment), Resolution 2025-8 (Disposal of Hospital Surplus Items), Resolution 2025-9 (Disposal of Hospital Surplus Items), and Resolution 2025-10 (Specialty Clinic Change Fund). The motion was seconded and approved.</i></li> </ul> </li> <li>● <b>Policies</b> <ul style="list-style-type: none"> <li>● <i>D. Gibson motioned to approve the Board Governing Orientation policy, seconded, motion approved.</i></li> </ul> </li> <li>● <b>Charters</b> <ul style="list-style-type: none"> <li>● Board discussion regarding committees past and current in regard to the need to create a charters. J. Laporte will write one for Warrants/ Vouchers and D. Gibson will write one for Credentialing for Board review.</li> </ul> </li> <li>● <b>Strat Planning Debrief</b> <ul style="list-style-type: none"> <li>● J. LaPorte shared a key takeaway after reflecting on the session: the importance of focusing on the EHR system.</li> <li>● L. Withrow appreciated the different approach to the session and the active participation of leadership.</li> <li>● L. England valued the opportunity to openly discuss various needs in a format that differed from typical board meetings.</li> <li>● J. LaPorte thanked everyone for their time and preparation, which contributed to a productive meeting.</li> <li>● S. Ottley proposed scheduling a facilitated couple of days next year to develop comprehensive 3-year and 5–10-year facility plans.</li> </ul> </li> </ul>
Public Comment	<ul style="list-style-type: none"> <li>● Nate Mote expressed confusion regarding the scheduled time for the Executive Session. Nate also noted that D. Gibson's comments about the Imaging Department were interesting.</li> </ul>
Executive Session	<ul style="list-style-type: none"> <li>● J. LaPorte announced executive session at 5:20 pm for 15 minutes to end at 5:35pm citing RCW 42.30.110(1)(g) to evaluate the performance of a public employee. <ul style="list-style-type: none"> <li>○ L. Withrow extended the Executive Session 5 minutes</li> <li>○ L. Withrow extended the Executive Session 10 minutes</li> <li>○ L. Withrow extended the Executive Session 5 minutes</li> <li>○ Executive Session ended at 5:55pm</li> <li>○ No action was taken following the Executive Session.</li> </ul> </li> </ul>
Roundtable/Action Items	<ul style="list-style-type: none"> <li>● Doug will send the credentialing charter verbiage to the Executive Assistant within one week.</li> <li>● Jordana will send the warrants and vouchers charter verbiage to the Executive Assistant within one week.</li> <li>● A. Edwards will contact Allan Yordy regarding strategic planning for 2026.</li> </ul>
1. Adjournment	<ul style="list-style-type: none"> <li>● J. LaPorte adjourned the meeting at 6:00 pm</li> </ul>

Attest:

*Mary C Murphy*  
Mary C Murphy (Sep 3, 2025 11:45:25 PDT)

M. Murphy, Secretary



Shawn Ottley (Sep 2, 2025 12:14:29 PDT)

Shawn Ottley, COO











# Minutes 07.29.25

Final Audit Report

2025-09-03

Created:	2025-08-27
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-  Document created by wendy kenck (wkenck@lcch.net)  
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-  Document emailed to mmurphy@lcch.net for signature  
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-  Email viewed by sottley@lcch.net  
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-  Document e-signed by Shawn Ottley (sottley@lcch.net)  
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-  Email viewed by mmurphy@lcch.net  
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-  Signer mmurphy@lcch.net entered name at signing as Mary C Murphy  
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-  Agreement completed.  
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