

Willapa Harbor Hospital
Minutes of the Governing Board
June 22, 2021

Board Members Present in Person: Gary Schwiesow, Dave Vetter, Kathy Spoor, Jeffrey Nevitt and Toni Williams

Board Members Present via GoToMeeting: None

Board Members Absent: None

Others Present: Matthew Kempton, CEO, Scot Attridge, CFO, Chelsea MacIntyre, CNO, Renee Clements, COO and Paula Lorenz, minute's secretary.

Others Absent: None

I. Call to Order:

The meeting was called to order at 5:34pm

Jeffrey Nevitt made a motion to approve the May 25, 2021 regular meeting minutes as written. Dave Vetter 2nd, motion carried.

Agenda: No additions

Executive Session: There will be an executive session held to discuss personnel issues that is expected to take approximately 10 minutes.

Audience: None

II. Consent Agenda

Toni Williams made a motion to approve the consent agenda. Jeffrey Nevitt 2nd, motion carried.

Vouchers/Warrants:	May	\$1,056,681.40
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Payroll/Payable:	May	\$ 661,935.97
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Write-offs: Bad Debt	May	\$ 68,247.89
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III. Reports and Presentations:

Administration – Matthew Kempton, CEO

- Pharmacy Buildout – The project is on tract, no new developments. We are having weekly calls with architects and engineers.
- Signed a contract with a physician recruiting firm, replacement for Dr. Hing (retiring – contract ends in September), preference is an internal medicine provider. They have greater experience in geriatrics. Had a conversation with Dr. Hing regarding his plans at the end of the contract. Another piece is hospitalist coverage. Will post nurse practitioner with hospitalist experience, who would be under Dr. Hill's supervision. We reviewed two tele-hospitalist coverage options.
- Moving forward with roll out of AIDET Champion training.
- Medical Staff Report was not available

Patient Quality of Care – Chelsea MacIntyre, CNO

- COVID Drive Through Testing
 - Starting in June we scaled back to one day per week, tomorrow and next Wednesday are the only testing days left. We will not offer drive through testing going forward, unless a big breakout happens. County will offer tests for residents to use if needed. Will monitor going forward.
- Swing Bed
 - The project is continuing full speed ahead. Meetings with departments regarding special needs of program as well as billing. Having weekly meetings internally and with consultant. Working on furniture needs, may need germicidal patient couch.
- COVID Vaccines
 - We have Johnson & Johnson vaccines with expiration date deadlines coming up, expiration date just extended. We have a dedicated vaccine line and administer Johnson & Johnson vaccines as requested.
- House Bill 1155, Break and Rest Law
 - We are working with HR and department managers to become compliant for July implementation.
- Zoll Defibrillators and Autopulse
 - We are getting close to implementation with the equipment arriving soon. Training happening at this time.
- Physician Sleep Room
 - Megan has finished the construction of the room. A few minor pieces still need to be finished, Chelsea working on that.
- Education
 - We went live with restraints process improvements. Packets are available for each type of restraints needed to walk staff through process. Had a patient after go live, audited the chart and it went well. Next up blood transfusions.
- Wins
 - Just hired a replacement for Gail after retirement – Charles Cesolini will be the new Cardiac Rehab Supervisor and Terilynn Peterson as Med-Surg Manager.
 - HCAPHS great scores
 - Finalized and went live with one call transfer with PeaceHealth SW and LifeFlight. This will help our ED throughput and our patients.
 - Kris and I had formal sit down with new Fire Chief and expressed a lot of communication regarding opportunities between both organizations.

Operations – Renee Clements, COO

- Alder House
 - Administration continues to work with legal counsel to review Loans. Next steps are appraisal of the Alder House Building
- Willapa Medical Clinic
 - Resuming extended hours starting 7/6 Tues – Fri 9a-7p. Reduction in clinic visits in May due to many provider vacations and employee illnesses. Bright

spot is ARNP volumes have increased. Weekend clinic volume decline in May as well. We are enhancing signage, visibility and marketing. Please share posts as you see them. Working with Longview system for cardiology, we are referring more patients there and will see our patients more quickly. Flyers in each of the clinic provider's offices. If we build up enough clientele, they will come here to see patients.

➤ Radiology

- Continuing MRI Mobile contract at this time. Nullified Alliance agreement until further notices is there is a delay in wide bore bus to our region. 3D mammography continues, volumes continue to rise. PACS upgrade implementation in process should be complete in three more weeks.

➤ Lab

- Have a capital request that will be discussed later. Filling night MT/MLT position with Agency, also pursuing a formal search for a night MT that has been vacancy for three years. CLIA survey imminent. Ongoing challenges with Blood Bank shortages, specimen tube shortage for specific blood thinning/clotting tests and BIOFIRE reimbursement issues.

➤ Quality / Risk

- Quality Director has been notified that DOH surveys have begun, survey readiness continues. One complaint has been resolved. Handed out Quality/Risk performance measures and process improvements. Participated in an Emergency Preparedness Communication Drill last week lead by NW HealthCare Coalition Network

➤ Dietary

- New goal for Dietary Manager / Inpatient Room Service / Menu ordering. Dietary Manager and Dietician working on requirements for their piece for the Swing Bed program.

IV. New Business

➤ None

V. Continued Business

➤ Capital Requests

- HVAC System for ER – The ER HVAC system is over 20 years old and may give out at any time. If we do not replace it prior to it breaking, there would be a lag time for replacement of six or more weeks. The system was budgeted for second quarter 2021, but was budgeted fairly low as pricing has increased in the last year. The Board members reviewed the two proposals and asked that a third proposal be obtained prior to purchase.

Kathy Spoor made a motion to approve the purchase of ER HVAC equipment up to \$31,565.20 after the third bid is obtained. Toni Williams 2nd, motion carried.

- Blood Gas Analyzer Interface with CPSI – The Laboratory needs to purchase an interface with CPSI for the Blood Gas Analyzer. This request was budgeted for first quarter 2021. The Board members reviewed the proposal.

Kathy Spoor made a motion to approve the interface proposal from CPSI. Toni Williams 2nd, motion carried.

- Facilities Master Plan Planning Meeting Update

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VI. Appointments/Reappointments

- Appointments:

- **VRAD:** Steven S. Creedman, MD, David H. Kim, MD and Anne Marie McLellan, MD

The Medical Executive Committee has recommended appointment and privileges for the providers above. Education, experience and claims history were reviewed by the Board.

Kathy Spoor made a motion to appoint the providers above as recommended by the Medical Executive Committee. Toni Williams 2nd, motion carried.

- Reappointments:

- Providence Telestroke: Madeline T. Nguyen, MD
- VRAD: Alan G. Pratt, MD

The Medical Executive Committee has recommended reappointment and privileges for the providers above. Education, experience and claims history were reviewed by the Board.

Kathy Spoor made a motion to reappoint the providers above as recommended by the Medical Executive Committee. Toni Williams 2nd, motion carried.

VII. Adjournment: The meeting was adjourned at 7:22pm to Executive Session to discuss personnel issues. It was expected to take 10 minutes. Executive Session opened at 7:23pm. After some discussion, the Executive Session was closed at 7:34pm and returned to regular session. With no further business, the meeting was adjourned at 7:34pm.

Submitted:

Kathy Spoor, Secretary to the Board