

Willapa Harbor Hospital
Minutes of the Governing Board
Via GoToMeeting
December 28, 2021

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

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 5:30pm

Toni Williams made a motion to approve the November 23, 2021, regular meeting minutes as written. Jeffrey Nevitt 2nd, motion carried.

Kathy Spoor made a motion to approve the December 7, 2021 Special FMP meeting minutes as written. Dave Vetter 2nd, motion carried.

Jeffrey Nevitt made a motion to approve the December 22, 2021 Special meeting as written, Toni Williams 2nd, motion carried.

Agenda:

Executive Session: There will be an executive session held to discuss Board Vacancy Letters of Interest that is expected to take approximately 20 minutes.

Audience: None

II. Consent Agenda

Kathy Spoor made a motion to approve the consent agenda. Toni Williams 2nd, motion carried.

Vouchers/Warrants:	November	\$1,073,214.92
Payroll/Payable:	November	\$ 673,709.11
Write-offs: Bad Debt	November	\$ 70,384.15

III. Reports and Presentations:

Administration – Matthew Kempton, CEO

- Physician Recruitment –
 - Dr. Hamson is in the area and will be starting the first week of January.
 - The ARNP Hospitalist candidate turned down our offer; we are working with the recruiter for additional candidates.

- Paula is working hard with OPYS to fill ER, Hospitalist and Weekend Clinic shifts.
- Pharmacy Cleanroom – L&I is reviewing our pharmacy plan. Cost have gone up quite a bit, but it is still under what we budgeted for the modular building.
- Building maintenance – Last week we had 2 leaks, one in the hospital and one in materials management. One may be covered under warranty, waiting to hear. Put on temporary patches. Today have a plumbing issue that is affecting surgery so we had to cancel cases the rest of the week. The plumbers will try to be out tomorrow.
- Chief of Staff report shared. No concerns noted.

Financial – Scot Attridge, CFO, November 2021 Financial Statements

- Gave a financial presentation to the board
- See Financials attached

Patient Quality of Care – Chelsea MacIntyre, CNO

- Wins
 - We started monoclonal antibody treatment for COVID patients at high risk for hospitalization. We worked with Ocean Beach hospital in a coordinated live implementation and the county a well. Both showed improvement, one extreme improvement, patients were happy. We are in conversations with our providers regarding the type we have that the CDC does not suggest usage for Omicron.
 - We are required to provide quality reporting for system education on healthcare related pressure injuries. We had everyone take it. We were able to attest our compliance.
- Surgery is on hold at this time until the plumbing is fixed. We do have some instruments sanitized that can be used for emergent surgery if needed.
- New CDC guidelines for workplace exposure and return to work. We updated our policies. Employees must have booster to return to work, but quarantine time reduced. There are a lot of changes for everything.

Operations – Renee Clements, COO

- Alder House – The Department of Revenue is aware that there are no residents in the facility so the property tax exemption was removed. We will need to pay back 6 months of property taxes.
- WMC – The number of visits dipped in November, there was at least one weather issue and one illness issue. Sherry picked up several shifts in the weekend clinic. New this weekend we have a PA starting. It requires a supervising physician – OPYS ER provider will hold this role. The PA holds a DOT certification, will work with him to see when we can roll this out. Clinic had a lot of PTO and CME time off in December.
- Radiology – Ultrasound exams was at a high, nuclear med is not growing yet. We are doing a lot of echocardiograms. Mammo also had a solid month.
- DOH survey still pending
- Lab – We have been searching for someone to fill the night position for quite some time. We have a potential candidate. Sandra is submitting the CLIA survey response that is due.
- Dietary – Staff is fully back and they are once again serving three meals a day.

IV. New Business

- SHIP ARP Grant Updates (Informational) – We received just over \$250K for COVID and infection related causes. We received approval for flooring to replace carpet in patient areas. Also approved was a tracking system for provider time studies with patients. We need to finalize the flooring designs and then move forward to replace in hospital and clinic.
- 2022 Capital Budget (Informational) – During our operational budget meetings with our managers, we also collect any capital items that are determined to be needed. Proposed list shared with the Board as informational. Individual items will be brought to future Board meetings for review and approval.
- Board Vacancy - The Board members reviewed Letters of Interest during executive session. After much discussion, the Board returned to regular session.

Dave Vetter made a motion to appoint Dr. Steve Holland to the upcoming vacant District 3 Board position effective January 1, 2022. Toni Williams 2nd, motion carried.

V. Continued Business

- Capital Requests - None
- EHR Update – Matt Kempton shared a presentation regarding the data that has been received from both potential EHR vendors, what we are looking for in an EHR, the pros and cons of each model, pricing, etc. The Board members had a lengthy discussion.

Jeffrey Nevitt made a motion to move forward with MultiCare Epic for implementation in the first quarter of 2023. Dave Vetter 2nd, motion carried.

VI. Appointments/Reappointments

- Appointments:
 - **CellNetix:** Jeffrey S. Truell, MD
 - **Providence Telestroke:** Carson D. Van Sanford, MD & Mohammad Hirzallah, MD
 - **VRAD:** Shahzad Madanipour, MD, Robert R. Murray Jr. MD, Claire M. Waite, MD & William M Whetsell, MD
 - **WHH:** Jack C. Hamson, Jr, 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:
 - **VRAD:** Parine G. Cho, MD & Charles S Henry, 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 7:40pm to Executive Session to discuss Letters of Interest for the District 3 upcoming Board vacancy. It was expected to take 20 minutes. Executive Session opened at 7:41pm. After some discussion, the Executive Session was closed at 8:01pm and returned to regular session. With no further business, the meeting was adjourned at 8:03pm.

Submitted:

Kathy Spoor, Secretary to the Board