

**Willapa Harbor Hospital**  
**Minutes of the Governing Board**  
**Cedar Room**  
**December 19, 2023**

**Board Members Present in Person:** Kathy Spoor, Jeffrey Nevitt, Toni Williams and Steve Holland

**Others Present:** Matthew Kempton, CEO, Kimberly Polanco, CFO, Chelsea MacIntyre, CNO, Renee Clements, COO and Courtney Campbell, taking minutes.

**Board Members Absent:** Gary Schwiesow

**Others Absent:**

**Guests:** Sherri McDonald - Consultant

**I. Call to Order:**

The meeting was called to order at 5:30 pm by Kathy Spoor, Board Chair

*Steve Holland made a motion to approve the November 28, 2023, Regular meeting minutes as written. Jeffrey Nevitt 2<sup>nd</sup>, motion carried.*

Additions to the Agenda: None

Executive Session: Yes, expected to take 20 minutes.

Audience: None

**II. Consent Agenda**

*Steve Holland made a motion to approve the consent agenda. Jeff Nevitt 2<sup>nd</sup>, motion carried.*

|                      |          |               |
|----------------------|----------|---------------|
| Vouchers/Warrants:   | November | \$ 349,685.83 |
| Payroll/Payable:     | November | \$ 731,101.19 |
| Write-offs: Bad Debt | November | \$ 25,185.79  |

**III. Reports and Presentations:**

**Administration – Matthew Kempton, CEO**

- Facilities Directors resigned, Paul Staat has been promoted to the position.
- Feedback regarding the new hospital bond has been mostly positive.

**Financial – Kimberly Polanco, CFO, October 2023 Financial Statements**

- Gave a financial presentation to the Board.
- See Financials attached.

**Patient Quality of Care – Chelsea MacIntyre, CNO**

- Wins – New hospital beds are in use and patients have provided positive feedback
- Recognition – Kim Fleury for being proactive, a great communicator, patient centered, and collaborative.
- Department Updates:

- RSV possibly plateauing soon.
- Influenza is increasing.
- COVID is stable for now.
- Projects:
  - Union Negotiations.
  - Nurse Staffing Committee.
  - Working with Terilynn on IV Therapy and Swing Bed.
  - Serving on the Rural Collaborative Ethics Committee.
  - IV Pump replacement with Stacey Schmidt.
- Quality
  - Implementation and adherence to DNV CAP.
- Service
  - Great scores for HCAHPS, EDCAHPS, and OAS CAHPS recently.

#### **Operations – Renee Clements, COO**

- Recognition: Human Resource Department
- Alder House/W.I.S.H.
  - Resolution for Q1 2024 for advancement of \$50,000, with the PSA delay to end of March for ongoing expenses. Activities continue with the Housing authority and engineering firm regarding the sale.
- Rural Health Clinic – Willapa Medical Clinic
  - Clinic volumes: under budget but steady. Weekend clinic growing.
  - Olympia Health- Cardiology contract executed 12/14/2023; will start all business processes to ensure Cardiology evaluations can commence June 2024.
  - Procedural pain mx Proforma still pending.
  - Recruitment- active search for a provider.
- Radiology/Lab
  - MRI volumes steady. December showing a strong rebound.
  - Mammograms exceeded budget for the second month in a row.
- Quality / Risk / Clinical Informatics
  - WHH Leadership Quality Goals as follows for the month:
    - ED Throughput exceeding at 143 minutes.
    - My Chart utilization activation rate up to 40%; achieved goal from 27%
    - CPOE – Computer Physician Order Entry – Remains = 91%.
    - Epic Volume Dashboard reviewed.
    - Public Records Requests=0
    - Complaints/Grievances=0
    - DNV – initial survey findings report. Corrective Action Plan approved. Actions reported to respective governances EOC and Quality.
- Dietary Department Update
  - Salad Bar arrived and in use.
  - Service Experience pending, hoping to improve.
  - Reduction in plastics, papers, expenses, waste and increased freshness is process improvement.

#### **IV. New Business**

- Resolution 2023-1B WISH Additional Funding – To fund WISH with up to \$50,000 during 2024 to maintain the facility until it is sold. The closing date of the sale has

been moved to March 2024, so additional funding is needed to pay for ongoing expenses for the remainder of the year, as not to exceed \$50,000.

*Jeff Nevitt made a motion to approve Resolution 2023-1B Wish Additional Funding for 2024 as written. Steve Holland 2nd, motion carried.*

## **V. Continued Business**

**None**

## **VI. Appointments/Reappointments**

### **A. Appointments:**

- **VRAD** – The following provers were given 2-year appointments with VRAD: Teresa Brown, MD, Michael Caruso, DO, Mark Ellis, MD, Omar Faruque, DO, Jahniover Mazo, MD, Peyton Roteff, MD, Eugene Tong, MD, Lynn Ivey, MD, Adeyinka Owoyele

*Steve Holland made a motion to approve the Appointments above as recommended by the Medical Executive Committee. Jeff Nevitt 2<sup>nd</sup>, motion carried.*

### **B. Reappointments:**

- **Rehab Visions** – The following provider is requesting a 2-year reappointment: Courtney Dobbs, OT
- **ERX** – The following provider is requesting a 2-year reappointment: John Kremer II, MD
- **VRAD** – The following providers are requesting 2-year reappointments: Joshua Ablrektson, MD, Charles Henry, MD, Sonya Kella, MD
- **Willapa Harbor Hospital ER** –
  - a. The following provider is requesting a 2-year reappointment: Bradley Kinney, MD
  - b. The following provider is requesting an extension of provisional privileges from January 1, 2024 – January 4, 2024: Shannon Berry, MD
- **Providence Telestroke** – Carson Van Sanford, MD

*Jeff Nevitt made a motion to approve the Reappointments above as recommended by the Medical Executive Committee. Steve Holland 2<sup>nd</sup>, motion carried*

## **VII. Adjournment:** The meeting was adjourned at 6:45 P.M. for the Executive Session to discuss the upcoming Proposition No. 1, the bond for the new hospital to be voted on February 13, 2024. It was expected to take 20 minutes. Executive Session was opened at 6:52 P.M. After some discussion, the Executive Session was closed at 7:08 P.M.

Submitted:

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Toni Williams, Secretary to the Board