



Klickitat Valley

—HEALTH—

BOARD OF COMMISSIONERS
PUBLIC HOSPITAL DISTRICT NO. 1 OF KLICKITAT COUNTY
Regular Meeting Minutes
June 21, 2023
Zoom Meeting ID # 81637837168

REGULAR MEETING MINUTES

A regular meeting of the Klickitat Valley Health (KVH) Board of Commissioners was held on Wednesday, June 21, 2023 at 3:00 p.m. in Conference Room A/B as well as via Zoom Conference Call. Commissioner Scott, President of the Board of Commissioners, was the presiding officer. A quorum was present including: Commissioners Pond, Ihrig, Hctor and Sigfrinius.

Also present were: Leslie Hiebert, CEO; Lori Groves, CFO; Charis Weis, Director of Human Resources and Community Outreach; Linda Compton, Director of Outpatient Services; Karrie West, Director Quality and Risk; Erin Wooley, CNO; Dr. MacGillivray, Chief of Medical Staff; Jonathan Hatfield, COO; Jonathan Lewis, Director Environmental Services; Kami Matzek, DZA, Lindsey Osborne, State Auditor, as well as Barbara Bostick, Recorder.

CALL TO ORDER, APPROVAL OF AGENDA, BOARD ELECTION & CONFLICT OF INTEREST DISCLOSURE

Board President Scott called the meeting to order at 3:01 p.m. Commissioner Hctor made a motion to approve the Agenda as presented. Commissioner Sigfrinius seconded the motion. The motion carried unanimously.

Board President Scott asked all commissioners present if anyone had any conflict of interest regarding any items on the agenda. Commissioners noted no conflict of interest.

Public Comment/Business from the Audience

There was no Public Comment from any member of the public via Zoom or in-person.

CONSENT AGENDA

Commissioner Hctor made a motion to approve the May 2023 Consent Agenda as presented, including: Regular Meeting Minutes from May 17, 2023; and Special Meeting Minutes from May 22, 2023 and June 1, 2023; as well as Accounts Payable in the amount of \$ 1,439,965.34; and Electronic Transfers in the amount of \$1,868,194.12 and Bond payments in the amount of \$ 114,465.00; and Bad Debt in the amount of \$ 90,495.53 and Charity Care in the amount of \$54,727.01. Commissioner Ihrig requested correction to the minutes of May 17, 2023 prior to approval. Commissioner Hctor amended his motion to remove the approval of the minutes from May 17, 2023. The minutes will be corrected and presented for approval at the July regular Board

of Commissioners meeting. Commissioner Pond seconded the amended motion. The motion carried.

Special Presentation/Board Education

Kami Matzek of Dingus, Zarecor and Associates (DZA) provided a presentation of the Financial Audit and Cost Report. (Please see copy of PowerPoint included in the Board record book). She reviewed the KVH Financial Statement, KVH Income Statement, Financial Indicators, and Independent letter from Auditor to Board. She noted that in 2022 wages and salaries accounted for 58% of KVH expenses. Following discussion there were no questions. The Board thanked Jamie Slater, Lori Groves, and the rest of the staff that worked on the Audit, noting that it is a large undertaking.

Medical Staff Summary Report

Dr. MacGillivray provided a brief review of her written report that is included in the Board packet. She noted that there was no delegated credentialing for the Board to approve this month, but there was one provider, Lance McAdams, MD who was approved for temporary privileges through Medical Staff.

Succession Planning

Leslie Hiebert noted that Jonathan is working on getting things off of his plate, but it takes time. She noted that he is now included in Leslie's meetings and emails. She noted they have a plan and they will give regular updates to the Board. Department managers will be provided with more information at the Department Head meeting tomorrow. She asked the Board what they think about doing a press release, so it doesn't come as a surprise to the community. She noted that she feels that now that there is a plan, people will feel better knowing there will be smooth transition. She added that there is a session at Chelan on succession planning. She noted that it would be helpful if you have information, facts, etc. so if you have questions from the community you will have an answer. Commissioner Hocter noted that he feels it would be a good idea to do a press release, noting that it will help alleviate rumors and misinformation.

Jonathan Hatfield noted that he appreciates the Senior Leader Team taking on some of his duties. He reviewed a list of actions that have been taken as part of the succession process (copy included in the Board book). He is working with Edgar Arellano, Joni Kayser and Karrie West to reassign duties to them and to get them the assistance they need to feel comfortable doing the new duties. He added that he feels the Chelan conference will be beneficial to him. Commissioner Sigfrinius asked about a contract for Jonathan Hatfield. Leslie noted that will need to be worked on next. She noted there are changes in the RCW's relating to the appointment of a PHD CEO/Superintendent that need to be followed and that it needs to be in place by October 6th. The Board will meet with Charis to get wage information, etc. Commissioner Hocter made a motion to approve the CEO succession plan transition for Jonathan Hatfield. The motion was seconded by Commissioner Sigfrinius. The motion carried unanimously.

Resolution 2023-12 Surplus Property.

The Board reviewed the items included in the Resolution, after discussion, Commissioner Hocter made a motion to approve Resolution 2023-12 as presented. Commissioner Hocter seconded the motion. The motion carried unanimously.

Heating & Cooling District Grant

Jonathan Lewis provided an overview of the Heating and Cooling District Grant. He noted that the presentation (included in Board packet) is one that he presented last year and is included as a reminder of the process that has been done. He reported that the U.S. Department of Energy has grants available through its Energy Improvements in Rural or Remote Areas program and ground source heat pumps were listed as an appropriate project with 100% grant funding. Washington State Department of Commerce said they will help. Jonathan noted that he has reached out to them and they will help with the open public meeting next Tuesday. He added that it is a short turnaround because the pre-application is due on July 13th. If accepted in the pre-application round the final application is due on October 2023. He noted that the rough estimate of the cost of the project is \$2.3 million dollars. Commissioner Hoctor asked if the school district is included in this project. Jonathan explained that the feasibility study found that the heating and cooling project does not have a lot of shared benefit as both the hospital district and the school district would need to use it at the same time. Commissioner Ihrig asked if this would be 100% grant funding. Jonathan replied that it would be 100% grant funding with 0% matching funds required. Jonathan noted that the more local energy we can use the better. Leslie added that she wanted to be sure the Board is aware of the project in case they were asked about it by the public. She noted that it has been in the works for five years. Jonathan Lewis noted that there will be a PowerPoint and transcript that will be available following the open public meeting.

EMS Board Position

Leslie Hiebert reported that Dr. Alia Breon, the ED Medical Director at Skyline Hospital, is interested in the hospital board position with the EMS District. Leslie reminded the Board that KVH and Skyline choose one representative to represent both hospitals and is approved for the position by both Boards. She noted that having a medical provider's perspective would be helpful. After discussion, Commissioner Pond made a motion to approve Dr. Alia Breon as the hospital representative for the EMS District Board of Directors. Commissioner Ihrig seconded the motion. The motion carried unanimously.

USDA Covid Grant Bid.

Jonathan Lewis reported that a bid has been received for the kitchen remodel project and that it looks good. He noted that there was a hiccup with the USDA as they wanted to see the bid documents before being accepted. The USDA architect now has them and we are hoping they will approve the bid. Leslie noted that this needed to be brought to the Board as it exceeds her spending limit. She noted this project does include a match. She added that it is a little over the original numbers, but not by much. Jonathan Lewis noted that he has worked with Hale, the bidder on the project, previously as they worked on the 2nd floor remodel project in the past and they were very good to work with. After discussion, Commissioner Ihrig made a motion to accept the bid for the kitchen remodel project submitted by Hale Construction contingent upon USDA approval. Commissioner Sigfrinius seconded the motion. The motion carried unanimously.

Jorie

Lori Groves reported that she has reviewed multiple vendors. She noted that after she checked references, Jorie was determined to be the best option. She reviewed the data that she provided in the Board packet. Commissioner Hoctor noted that the 30 day out clause sounded good to him. Lori noted that she is not wanting to replace staff in areas that a human touch is more appropriate. Commissioner Ihrig asked who would have ownership of this if there are issues. Lori replied that

she would have ownership. She added that Billie Jo Palmer and Jennifer English will also be helping to get it set up. Following discussion, Commissioner Pond made a motion to authorize Leslie Hiebert, CEO to execute a contract with Jorie to implement three bots for the total annual service cost of \$126,000 and implementation fee of \$10,000 and related sales tax. The motion was seconded by Commissioner Hctor. The motion carried unanimously.

ADMINISTRATIVE REPORTS

Written reports were presented from Leslie Hiebert, CEO; Lori Groves, CFO; Jonathan Hatfield, COO; Jonathan Lewis, Director of Environmental Services and Safety Officer and Linda Compton, Family Medicine Clinic Director; Erin Wooley, CNO; Dr. MacGillivray, Chief of Staff and Charis Weis, Director of Human Resources and Community Outreach; and Karrie West Director of Quality and Risk. Commissioner Pond made a motion to accept the reports as presented Commissioner Ihrig seconded the motion. The motion carried unanimously.

ADJOURNMENT

Having no further business to come before the Board, Commissioner Sigfrinius made a motion to adjourn at 5:40 p.m.. Commissioner Ihrig seconded the motion. The motion carried unanimously.



Crystal Scott, Board President



Ron Ihrig, Board Secretary