



BOARD OF COMMISSIONERS' MEETING

October 19, 2021, 10:30 a.m., in the HUB conference room, Republic WA

Mission Statement

“To strengthen the health and well-being of our community through partnership and trust.”

AGENDA

	Page(s)		
Call to Order		Nancy Giddings	
Quorum Established		Nancy Giddings	
Review, Amend, Accept Agenda		Nancy Giddings	
Introduction of Board, District Employees and Guests		Nancy Giddings	
 <i>Items listed under the consent agenda are considered routine board matters and will be approved by a single motion of the Board without separate discussion. If separate discussion is desired, that item will be removed from the consent agenda and placed on the regular business agenda.</i>			
Approval of Consent Agenda	ACTION	Nancy Giddings	3-6
<ul style="list-style-type: none"> • Minutes 9/28/21 Board Meeting • Minutes 10/8/21 Special Meeting • Approval of Warrants • Financial Write-Off Report 			
Correspondence		Nancy Giddings	
Public Comments			
CNO Report & Quality Improvement and Compliance/Risk Management		Cindy Chase	7-8
Clinic Report		Julia Santana	9
Medical Staff Report		Dr. Garcia	
Safety Report:		Brant Truman	
CFO/COO Report		Brant Truman	10-11
Financial Report – to be given at the meeting		Brant Truman	
CEO Report		Aaron Edwards	12
Old Business		Nancy Giddings	
<ul style="list-style-type: none"> • Board QI Project • Facility Update • Health Foundation • Strategic Planning 			
Board Representative Reports			
<ul style="list-style-type: none"> • Finance • Quality Improvement 		Ron Bacon/Sarah Krausse Jody Jannot/DiAnne Lundgren	

Board of Commissioners
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- Compliance/Risk Management
- Medical Staff
- Credentialing
- EMS
- Ethics Committee

Ron Bacon/Sarah Krausse
Nancy Giddings/DiAnne Lundgren
DiAnne Lundgren/Nancy Giddings
Nancy Giddings
DiAnne Lundgren

New Business

Nancy Giddings

Executive Session

Nancy Giddings

Open Session – Action, if applicable regarding executive session

Nancy Giddings

Adjournment

Nancy Giddings

**Board meetings are usually the fourth Tuesday of each month at 10:30 a.m. unless otherwise posted.
The Public is encouraged to attend; Handicap access is available.**

Next regularly scheduled meeting is November 23, 2021 @ 10:30 a.m. in the HUB Conference Room



Ferry County Health

BOARD OF COMMISSIONERS' MEETING September 28, 2021

CALL TO ORDER: Chair Nancy Giddings called the meeting of the Board of Commissioners to order at 10:31 a.m. on September 28, 2021, in the HUB conference room at Ferry County Health and via Zoom. Commissioners in attendance were Nancy Giddings, Ronald Bacon, DiAnne Lundgren, Sarah Krausse and Jody Jannot. Aaron Edwards, CEO; Brant Truman, CFO/COO; Julia Santana, James Davidson, IT Manager, Cindy Chase, CNO, Mike Martinoli, Nurse Manager, Justin Ricard, Radiology Manager, Kristine Carlson, Dietitian and Lacy Sharbono, Executive Assistant were present.

QUORUM ESTABLISHED: A quorum was present.

REVIEW, AMEND, ACCEPT AGENDA: A motion was made by Bacon and seconded by Jannot to amend the consent agenda to add an executive session for RCW 42.30.110(1)(i) at 10:35 a.m. The motion passed unanimously.

GUEST: Nancy Churchill

EXECUTIVE SESSION: Executive Session was called at 10:35 a.m. regarding RCW 42.30.110(1)(i) for 20 minutes.

Open session resumed at 10:55 a.m. No action taken.

APPROVAL OF CONSENT AGENDA: A motion was made by Bacon and seconded by Lundgren to accept the consent agenda. The motion passed unanimously.

CORRESPONDENCE: Giddings read thank you cards from patients and noted the commissioners received the Pamphlet information.

CNO REPORT: Chase and Martinoli discussed doing vaccines and how Martinoli is helping get patients oxygen at their homes if needed.

Kristine Carlson our new Dietitian introduced herself.

PUBLIC COMMENTS: Heard community member's comments and question.

Justin Ricard, Radiology Manager introduced himself and discussed our new CT.

CLINIC REPORT: Santana reviewed her report.

MEDICAL STAFF REPORT: Dr. Garcia gave his report via text to Aaron.

SAFETY REPORT: Replaced the thermometer at the Hospital front desk with the face scan thermometer. There was one day we utilized our procedure room for an ER room.

Giddings called for a break at 12:01 p.m. Open session continued at 12:20 p.m.

CFO/COO REPORT: Truman reviewed his report. He also discussed and presented Resolution 2021#8 for participating on the WA State Insurance plans.

A motion was made by Bacon and seconded by Krausse to approve Resolution 2021#8. The motion passed unanimously.

FINANCIAL REPORT: Truman reviewed the August financials.

CEO REPORT: Edwards reviewed his report.

OLD BUSINESS:

- Board QI Project: Will be visiting another department soon.
- Facility Update: Discussed under the safety report.
- Health Foundation: Gave out 4 discuss scholarships.
- Strategic Planning: Continue to work on it.
- Aaron's evaluation: The Board will work on this in executive session.

BOARD REPRESENTATIVE REPORTS:

- Finance: No Board concerns.
- Quality Improvement: Meeting was cancelled.
- Compliance/Risk Management: Meeting was cancelled.
- Medical Staff: No Board concerns.
- Credentialing:
 1. A motion was made by Lundgren and seconded by Krausse to approve the appointment of Courtesy Medical Staff privileges by proxy for Integra Imaging provider Patrick Cox, MD. The motion passed unanimously.
 2. A motion was made by Lundgren and seconded by Krausse to approve the reappointment of Courtesy Medical Staff privileges by proxy for Integra Imaging provider James Eaton, MD. The motion passed unanimously.
 3. A motion was made by Lundgren and seconded by Krausse to approve the Courtesy Medical Staff privileges for Donald Canaday, MD. The motion passed unanimously.
- EMS: No Board concerns.

NEW BUSINESS:

- Set Budget Hearing date: The commissioners set the Budget Hearing date for November 3, 2021 at 10:30 a.m. in the HUB conference room and via zoom.
- Ethics Committee Board representative: Lundgren will be the Board representative.

EXECUTIVE SESSION: Executive Session was called at 2:03 p.m. regarding RCW 42.30.110(1)(g).



Ferry County Health

**BOARD OF COMMISSIONERS' SPECIAL MEETING
October 8, 2021**

CALL TO ORDER: Chair Nancy Giddings called the meeting of the Board of Commissioners to order at 1:05 p.m. on October 8, 2021 in the HUB conference room at Ferry County Health and via Zoom. Commissioners in attendance were Nancy Giddings, Ronald Bacon, DiAnne Lundgren, and Sarah Krause. Jody Jannot was absent. Aaron Edwards, CEO, Brant Truman, CFO/COO, James Davidson, IT Manager and Lacy Sharbono, Executive Assistant were also present.

QUORUM ESTABLISHED: A quorum was present.

REVIEW DEBT REFINANCE: Truman reviewed the refinance options.

A motion was made by Bacon and seconded by Krause to move forward with processing the bank loan. The motion passed unanimously.

APPROVE THE 2022 HOLIDAY CALENDAR:

A motion was made by Bacon and seconded by Krause to approve the 2022 Holiday Calendar. The motion passed unanimously.

ADJOURNMENT: As there was no further business the meeting was adjourned at 1:30 p.m.

Nancy Giddings, Chair

Date

Lacy Sharbono, Secretary

Date



TO: Ferry County Health Board of Commissioners
FROM: Cindy Chase, CNO
Subject: CNO Report

MEETING DATE: October, 2021

People	<p>To be the employer of choice. To develop and support a culturally diverse, competent, motivated and productive workforce. To recruit and retain highly competent staff to meet the District's patient and resident needs.</p> <ul style="list-style-type: none">● Nurse Staffing: Mike continues to work miracles in keeping us staffed. Despite the Covid surge, the staff is really stepping up to help. We have some holes still but so far, in October, we have done ok.● Workflow Evaluation We continue to huddle up with docs and staff twice daily to keep folks informed. Read to submit final draft for printing for our new whiteboards. They are going to help staff stay informed as well as the patients.
Quality	<p>To lead the community that improves community health status and access to care. To provide quality healthcare that can be defined, measured and published. To enforce and invest in a pervasive culture of safety.</p> <ul style="list-style-type: none">● Infection Control/ Employee: The Covid surge has kept everyone on their toes. We are seeing about 5-8 per day and testing several. Mike has joined Katy's team and is doing many phone calls and follow ups. Our staff is not getting infected but their children are which keeps them away from work. We are seeing more inpatient Covid admits as it is a struggle to transfer patients who need hospitalization since Spokane has been tight. The great preparation from a year ago has allowed us to be ready for these moments. Spokane is opening up a bit which is helpful for rural areas. Katy looking at selecting flu shot dates for the staff. Stay tuned. My last official board report we were moving vaccines to the clinic.....now as of this week, we are back to the village area with our own Vax Shack. Booster clinic days have been busy, although First shot days are slowing down. Moderna has been approved for the booster now and vac clinics are in the works of being planned.
Service	<p>To provide an environment in which patients, families, providers and employees are highly satisfied. To provide an experience for patients that exceeds expectations in all areas of the District. To identify areas for improvement.</p> <ul style="list-style-type: none">● Swing Beds. Census has us at 2 SWB currently. We have been busier until this past week. We continue to evaluate patients. The Covid surge here has stalled admissions a bit as we try not to admit when we have admitted patients with Covid. The SWB rounds and treatment are going well.● QI/RISK/QMM● Since my recent return, I will be beginning work with the QI program to incorporate the items for corrections into the QA program. There will be a massive change coming in QI. We also have a new compliance officer who has begun to get acquainted with our needs here. We will be sharing this person who we hope will be visiting us the end of October. Although he graduated from BYU and attended UW, we won't hold that against him!● Wound Care● We are getting closer to expanding the OP area that will serve the wound care program in a magnificent way. Emily is closing in on her certification and the program continues to prosper.

Financial

To be financially viable, to support advancing the mission and vision. To be operationally efficient. To offer value to payer and consumers.

- Currently, agency rates for nurses are well over 225 an HOUR. We have managed to avoid this with the help of HR and hiring more temporary staff and at a much more reasonable cost. They like it here and some are considering going permanent. Our night shift is our main focus right. We are starting another NAC class in the next few weeks and our new Nurse Wendy will be working with Spring to get the program off the ground.

Growth

To be the healthcare provider choice for our community. To identify service growth areas. To market service programs to community and constituents.

The community is getting blasted with education especially on the corona virus. We have so many positive cases, and each person gets a full education about quarantining and caring for themselves including reading pulse ox machines. We have been supplying them with thermometers and the pulse ox in order to teach them what to look out for and when to call us. We are also providing the community with vaccines including boosters while continuing to offer first and second doses.

We now have a community joint effort with Search and Rescue who has valiantly offered to take over scheduling vaccines and managing the Covid line. I have been training with them this week and the team of 3 are really catching on quickly. They can work out of the Vax Shack or from home. I will still be helping out but not the 8 hours a day since my return back to work. The schedule is the heavy lifting piece and they are on board.

CNO

Now that the vaccines are basically off my plate, I have the opportunity to catch up for the 2 months I was gone. I look forward to presenting quality board reports, Stay tuned!!



TO: Ferry County Public Hospital District #1 Board of Commissioners MEETING DATE October 19th 2021
 FROM: Julia R Santana
 Subject: Board Report

As of May 18 th	
People	<p>To be the employer of choice. To develop and support a culturally diverse, competent, motivated and productive workforce. To recruit and retain highly competent staff to meet the District's patient and resident needs.</p> <ul style="list-style-type: none"> Michelle Ordway will be starting her MA apprenticeship with us on Oct 18th, orientation is Friday Oct 15th I attended by zoom the NRHA national conference. There was a lot of good information and the majority of it was about RHC coding and revenue. I printed out the slide show presentations and gave Melinda a copy.
Quality	<p>To lead the community that improves community health status and access to care. To provide quality healthcare that can be defined, measured and published. To enforce and invest in a pervasive culture of safety.</p> <ul style="list-style-type: none"> Mila is designing advertising flyers for services the clinic provides and flyers reminding the public about such things as Medicare Annual Wellness visits, Well Women/Male/Child checks etc. We will rotate these on facebook, newspaper, website.
Service	<p>To provide an environment in which patients, families, providers and employees are highly satisfied. To provide an experience for patients that exceeds expectations in all areas of the District. To identify areas for improvement.</p> <ul style="list-style-type: none"> I just received our BenchMark report from NRHA/WIPFLI. Brant and I will do a deep dive interpretation of it to present at November's board meeting. We have signed our agreement with WSU for the Nurse Practitioner Fellowship site. We are doing our first weekend of Drive Thru Flu (with covid booster) this Sat Oct 16th at the new vac shack and Sunday Oct 17th at the Curlew Clinic parking lot
Financial	<p>To be financially viable, to support advancing the mission and vision. To be operationally efficient. To offer value to payer and consumers.</p> <ul style="list-style-type: none"> We are seeing more cancellation due to sickness/covid or exposure. However we are also seeing more sick people coming into the clinic. Because of an issue discovered with Hartman/Ortho and Monovisc injections and billing. We have carved out room 13 in the visiting provider area out of the Rural Health Clinic and it is now officially an outpatient service room. We will be able to do the Monovisc injections in that room, dietary visits and in the near future EKG's
Growth	<p>To be the healthcare provider choice for our community. To identify service growth areas. To market service programs to community and constituents.</p> <ul style="list-style-type: none"> We are now scheduling with Kristine the new dietitian. She will be seeing patients in the visiting provider area in the room 13, the new outpatient services room Mr Dr. Short has signed up to receive Nexplanon training so he can insert the birth control device. He is also shadowing Dr Kelley Friday Oct 15th for Endo Procedure day. We will start scheduling Endo consults on him and he will start doing Endo procedures.



TO: Ferry County Public Hospital District #1 Board of Commissioners
 FROM: Brant Truman
 Subject: COO/CFO Report

MEETING DATE: October 19, 2021

As of October 14, 2021	
People	<p>To be the employer of choice. To develop and support a culturally diverse, competent, motivated and productive workforce. To recruit and retain highly competent staff to meet the District's patient and resident needs.</p> <ul style="list-style-type: none"> • A couple of Pharmacy candidates are looking promising. • Pharmacy assistant hired and started, close to fully staffed. • Looking for a central supply assistant. • Dietician recently started, excited to have her as part of the district. • Still tough to find employees, however has appeared to ease in some areas. Not so much in other areas.
Quality	<p>To lead the community that improves community health status and access to care. To provide quality healthcare that can be defined, measured and published. To enforce and invest in a pervasive culture of safety.</p> <ul style="list-style-type: none"> • Improved quality across registration team, program continues to progress. Improvement has been slowed by COVID, hopeful for future help. • Movement of MRI will allow for ease of access for both the hospital and others coming and going. • Working on improved opportunities for employees around communication and ownership opportunities. • Hopefully improved employee insurance options.
Service	<p>To provide an environment in which patients, families, providers and employees are highly satisfied. To provide an experience for patients that exceeds expectations in all areas of the District. To identify areas for improvement.</p> <ul style="list-style-type: none"> • Looking at different opportunities to improve use of our survey tool. • Working on 501c3 application in an effort to make sure we can compete with other non-profit employers. • Looking at employee insurance options.
Financial	<p>To be financially viable, to support advancing the mission and vision. To be operationally efficient. To offer value to payer and consumers.</p> <ul style="list-style-type: none"> • Continue to look at opportunities to pay off debt at accelerated rate, focusing on refi of current debt to save money. Hopefully finalized shortly • Total Fiscal Support from the Federal Government. • CARES ACT REMAINING: \$3.0 million dollars. • Additional grant funding received in the amount of \$252k for COVID response. • Currently working on finalizing refinancing proposal of current debt that will reduce interest payments by at least \$400k as well as decrease our debt service years from 26 to 5. • Working on getting inventory in place in pharmacy to allow for track and trace on a monthly basis. Working on getting properly staffed to accomplish inventory needs. Making great progress. • Working on 501c3, more to come on that front.

Growth

- Review of Financials presented.

To be the healthcare provider choice for our community. To identify service growth areas. To market service programs to community and constituents.

- Growth opportunities all around the district.
- Excited for new EMR opportunity, go live is slated for November 1, 2022.



TO: Ferry County Health Board of Commissioners
 FROM: Aaron Edwards, CEO
 Subject: CEO Report

MEETING DATE: October 19, 2021

As of October 13, 2021	
People	<p>To be the employer of choice. To develop and support a culturally diverse, competent, motivated and productive workforce. To recruit and retain highly competent staff to meet the District's patient and resident needs.</p> <ul style="list-style-type: none"> Working on making tiers for wages within non-managerial roles with expected competencies/behaviors tied to showing various levels of ownership. Will be rolling out a "company clothing" store with vouchers for employees to be able to buy Ferry County Health branded clothing. Working with Hermanson and the DES to come to a resolve on the missed energy savings with the HVAC. Staffing remains stable despite the vaccine mandate. The requirements around contractors have made it even more difficult to find companies willing to bid on projects.
Quality	<p>To lead the community that improves community health status and access to care. To provide quality healthcare that can be defined, measured and published. To enforce and invest in a pervasive culture of safety.</p> <ul style="list-style-type: none"> Physicist reviewed the new CT scanner and was extremely impressed with the image quality at such low radiology exposure for the patient. Each department has been charged with regularly reviewing their section of the website and getting changes to Jim Milner. Continue to plan and work towards the new EMR implementation. Will have our first risk/compliance meeting in two weeks with our new remote risk/compliance manager. He will be at the meeting in person and will attend RIT and QI the day before.
Service	<p>To provide an environment in which patients, families, providers and employees are highly satisfied. To provide an experience for patients that exceeds expectations in all areas of the District. To identify areas for improvement.</p> <ul style="list-style-type: none"> Continue to see substantial C19 in the ED, Clinic, and testing locations. Did 160+ Pfizer C19 boosters on our first day with a bunch more expected tomorrow (10/14) Will be doing drive up flu and C19 boosters this weekend in both Republic and Curlew. Will do it again in November as well. Able to resume gastro procedures again this month. Staff participated in Hwy 21 clean-up this month.
Financial	<p>To be financially viable, to support advancing the mission and vision. To be operationally efficient. To offer value to payer and consumers.</p> <ul style="list-style-type: none"> Having a meeting with our employee insurance provider, should have a final plan to staff and Board shortly.
Growth	<p>To be the healthcare provider choice for our community. To identify service growth areas. To market service programs to community and constituents.</p> <ul style="list-style-type: none"> Nothing to report since last meeting