

**OKANOGAN COUNTY PUBLIC HOSPITAL DISTRICT #3  
BOARD OF COMMISSIONERS MEETING**

November 29, 2022, 5:00 p.m.

MVH Education Center Conference Room C/D and via Zoom

**MINUTES**

**BOARD:**

Richard Johnson, Ed.D, Chair  
Ellen Delaney, Vice-Chair  
Evon LaGrou, Member (excused)

Rebecca Christoph, RN, Secretary (scribe)  
Becky Corson, MBA, Member

**STAFF:**

John White, CEO  
Randy Coffell, HR Director  
Jonathan Umana, HR Generalist  
Carrie Anthony, Controller  
Dr. Robie Sterling, Chief of Staff

Holly Stanley, CFO  
Carlo Piraino, RN, Director of Nursing  
Dianna Osborne, RN, Clinic Administrator  
Carol Neely, RN, Assistant CNO

**Guests:**

Sandy Johnson, Attorney

1. Meeting was called to order in due form.
2. Acceptance/Changes to Agenda. **Commissioner Delaney motioned to approve the agenda as presented. Commissioner Corson seconded the motion which passed unanimously.**
3. Public Comments: None made.
4. Consent Agenda Items: **Commissioner Christoph moved to approve the following consent agenda:**
  - a. **Regular Meeting Minutes: November 8, 2022 with exception of adding Dianna Osborne, RN, /Clinic Administrator, as staff in attendance.**
  - b. **Special Meeting Minutes: November 14, 2022**
  - c. **Warrants Issued, Accounts Payable and Payroll**
  - d. **Bad Debt and Healthcare Assistance Program**
  - e. **October Electronic Fund transfers****Commissioner Delaney seconded the motion which passed unanimously.**
5. Board Education: none scheduled.
6. Finance Committee Report (November 28, 2022). October reported a net loss of \$229,000 with a year-to-date loss of \$2.3 million. October Inpatient revenue was down; ED volumes up and clinic visits up 12%. Professional fees continue to be high with traveler staff coverage totaling \$391,000 and total professional fees approaching \$800,000 for the month. AR days continues to hold steady. The hospital took possession of the house on 11 Haussler Road in November, but the October financials reported the LTGO fund balance before final closing. Given the ongoing high traveler

- costs, first priority is staffing. Administration is exploring working with one staffing agency, Qualivis, rather than multiple vendors. Administration expects a cost analysis report of current pricing by all staffing vendors vs. what Qualivis can provide tomorrow and will report at the next Board meeting. The 2023 budget will be discussed with managers at tomorrow's meeting to look at sustainability.
7. **Quality Committee Report.** Commissioner Corson reported the Quality Committee met on November 3, 2022 with all departments reporting. It was very informative regarding the many ongoing quality improvement efforts throughout the hospital and clinic. Pat McKinnon, RN, was also at the meeting as she will be serving as Interim Quality Director Afton May, RN, Quality Director, who resigned her position, left the following week. Commissioner Corson expressed much appreciation for all the quality improvement efforts Afton May, RN made during her tenure at Mid Valley Hospital and Clinic. Pat arrived prior to Afton leaving to onboard and is continuing to review the quality program.
  8. **Resolution 657 Surplus Assets. Commissioner Corson moved to approve Resolution 657 Surplus Assets as presented. Commissioner Delaney seconded the motion which passed unanimously.**
  9. **Appointment of Infection Control Officer.** An Infection Control Officer is a required appointed position. Carlo has agreed to cover this position for now. **Commissioner Delaney moved to approve Carlo Piraino, RN, as Infection Control Officer. Commissioner Corson seconded the motion which passed unanimously.** This position encompasses antimicrobial stewardship and all aspects of control of infection and related best practices, and is a certified position. John is exploring the possibility of an Infection Control Officer as a shared position with other hospitals in the region as this is a difficult position to fill.
  10. **Bylaws Review Authorization, Medical staff and District (Board).** Both the Medical Staff and District Bylaws need to be reviewed annually and revised as needed. John recommended having counsel Sandy Johnson review both bylaws and make recommendations. **Commissioner Delaney moved to approve having counsel Sandy Johnson review the Medical Staff and District Bylaws and recommend any changes needed. Commissioner Christoph seconded the motion which passed unanimously.**
  11. **WSHA Rural Hospital Committee Participation.** John was a long-time member of the Washington State Hospital Association's (WSHA) Rural Hospital Committee in the past and would like to serve as a member of that committee currently as it is a good place to network and be informed on rural health initiatives. **Commissioner Corson moved to approve John White, CEO, as a participating member of the WSHA Rural Hospital Committee. Commissioner Delaney seconded the motion which passed unanimously.**
  12. **CEO Report.** John expressed appreciation for a warm welcome and successful onboarding experience. With a positive outlook, John expressed the hospital and clinic, nonetheless, has a lot to tackle righty now. There are eleven major vacancies in leadership and critical specialties including Chief Nursing officer, Director of Quality and Risk, Director of Marketing, Assistant Controller (although filled, starting December 27), Executive Offices Manager, Health Information Manager (filled starting early

December), Rn Clinical Informatics Nurse, RN Clinical Educator, RN Infection Control, RN Case Management/Utilization Review, and a Dietician. A dietician has recently been interviewed, and a marketing director from Alaska is a promising candidate to interview on site in two weeks. Meanwhile, remaining leadership staff are wearing multiple hats impacting time to respond to other important issues.

Thanksgiving celebration went well and the food was excellent. Christmas celebration will be similar and held on December 20, 2022.

Business planning in orthopedics and ED is moving ahead with Tom Davies, ARNP, coming on board the first of 2023. He will possibly help cover ED fast track and/or orthopedics patient care.

Now that the house on Haussler is in Hospital possession, they are thinking about how to best configure it to house people on call, travelers and provider staff, providing security, housekeeping services, etc.

John and Randy will receive a cost/benefit analysis report from Qualivis tomorrow to determine if working with that company to find travelers in all areas is beneficial.

With a new swing bed program developing, they are looking at corresponding changes to nursing coverage, PT, as well as balancing bed availability for both acute care and swing bed care. Currently there is a surge in pediatric acute care, and is a major factor in admissions and ED volume.

John continues to meet with Chelan, Three Rivers, and North Valley, to discuss collaboration and networking. Because collaboration efforts can run into some legalities, he has been working with counsel Sandy Johnson to determine best ways to move forward. He expressed appreciation to Sandy for her responsiveness and help.

Half of the main chiller in the hospital has died, which will be a major expense to repair during the current months before it is needed this summer. They are exploring grant opportunities, but this is an expensive item.

Carlo Piraino, RN, Interim CNO, will be leaving at the end of December. There are some candidates currently, so it is hoped the position will be filled before he leaves.

PT services continues to be a real struggle as Rehab Visions is finding themselves in a tough spot to recruit. John will be working with Bill on options to work together bilaterally.

The Lab department has done well on its survey response with many thanks to Lindsey Stoddard and staff.

The masking policy will be changed a little so that in non-public areas vaccinated staff may unmask. Unvaccinated staff will still be required to wear a mask. The visitation policy will be relaxed a bit to allow more family in.

Specific temporary hospital closure process is being updated.

Another major ticket item is the nurse call system, which is needing to be replaced. Baron, IT Manager, is getting quotes.

13. Finance Committee and CFO Reports. See item 6.

14. Nursing/Patient Care Services Report. Carol has hired four OB nurses, ending one traveler in OB in January, and expecting to be fully staffed in OB by summer. The nurses that have been hired bring considerable knowledge and experience, including

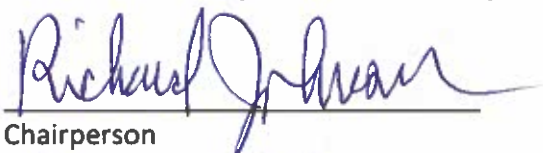
management experience. There has been one acute care nurse hired. RN staffing is especially needed in OR and PACU. She has currently hired LPNs, who are in the nursing program, as per diems, with hopes that they will hire on as RNs once they complete their training and are licensed. Ways to expand services are being explored given current staffing limitations. Morale is improving substantially, with some nurses who left now applying to come back on board. Using her contacts, Carol was able to recruit one OB nurse from Arizona, who is selling her house and moving to the area. She is trying to use different approaches to attract nursing staff. Carol stated we have great nurses and staff here.

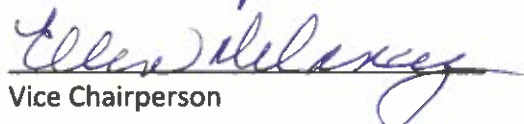
15. Clinic Administrator Report. The clinic facility has been reviewed to evaluate badge entry on outside doors and are waiting on a quote. They are also looking at lockdown mechanisms for the clinic. Dianna is exploring backup power sources for immunizations in the event of a power outage as the alternative is to transport the immunes to the hospital, and there is not available refrigeration space. A promising behavioral health candidate is being interviewed tomorrow. Due to the holidays and corresponding planned provider vacations, clinic productivity will be down in November and December. Finally, Dianna is working to schedule a mass purge of the paper charts that have been logged for purging upstairs, to reduce weight in the attic storage area.
16. Human Resources Report. Randy reported three have been hired from the employee referral program. He reported there are still 50 vacant positions, including 23 RN positions (16 regular, benefited positions and 7 per diem). Ten new employees were hired in the month of October into November including an HIM manager, whose position has been open now for 8 months. Remote Interviews for the Director of Marketing position were conducted with a promising candidate offered a position contingent upon an on-site interview. They also interviewed a dietician last week that is considering an offer. The YTD turnover rate through October was 26.6% compared to 21.6% in 2021.
17. Medical Staff Report. Dr. Sterling said medical staff met two weeks ago, reviewed procedures, and voted on officer positions. Alexa Hill, ARNP, was voted in as vice chair pending Medicare regulations in an NP holding that position. Counsel Sandy Johnson is investigating regulations on this issue and will inform John. If Alexa Hill is not legally permitted to hold the position, Dr. Sleiman will take the role. The frequency of medical staff meetings is being reviewed. Currently the Medical executive committee has representation from Confluence, FHC, et al. ER is busier and with the swing bed program PT is needed all the more. Morale is on the up.
18. Acceptance of Board, Medical Staff, and Administration Reports. **Commissioner Corson moved to accept Administration Reports. Commissioner Delaney seconded the motion which passed unanimously.**
19. Commissioner's Open Discussion, Meeting Evaluation and Planning for Future Meetings. Moving to one business meeting a month starting in January was discussed further. A second Board meeting could be held for Board education. Review of the Bylaws, policy, purpose, and risk, were discussed as possible meeting topics.

20. Executive Session: RCW 42.30.110(i) To discuss with legal counsel representing the agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency.

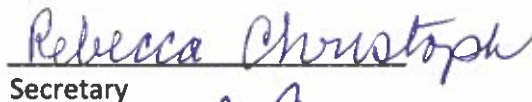
- a. Executive session began at 6:01 p.m. for 15 minutes.
- b. The Board reconvened into regular session at 6:18 p.m.

**Commissioner Christoph moved to adjourn the meeting. Commissioner Delaney seconded the motion which passed unanimously.**

  
Chairperson

  
Vice Chairperson

  
Commissioner

  
Secretary

  
Commissioner

