



Ferry County Health

BOARD OF COMMISSIONERS' MEETING

December 28, 2021, 10:30 a.m. in the HUB Conference Room and via Zoom
<https://zoom.us/j/92472952116?pwd=TURCZUg5dGVyUGRKNTI0YmhOc2g1dz09>

Meeting ID: 924 7295 2116

Passcode: 260559

One tap mobile

+12532158782,,92472952116# US (Tacoma)

+13462487799,,92472952116# US (Houston)

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 | |
| Oath of Office for DiAnne Lundgren and Jody Jannot | | | |
| <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 | 3-5 |
| <ul style="list-style-type: none"> • Minutes 11/23/21 Board Meeting • Approval of Warrants • Financial Write-Off Report | | | |
| Correspondence | | Nancy Giddings | |
| Public Comments | | | |
| CNO Report & Quality Improvement and Compliance/Risk Management | | Cindy Chase | 6-7 |
| Clinic Report | | Julia Santana | 8 |
| Medical Staff Report | | Dr. Garcia | |
| Safety Report: | | Brant Truman | |
| CFO/COO Report | | Brant Truman | 9-10 |
| Financial Report (will be given at the meeting) | | Brant Truman | |
| CEO Report | | Aaron Edwards | 11 |
| Old Business | | Nancy Giddings | |
| <ul style="list-style-type: none"> • Board QI Project • Facility Update • Health Foundation | | | |

Board of Commissioners
36 Klondike Rd, Republic, WA 99166
P. (509) 775-8242 F. (509) 775-3866

- Strategic Planning

Board Representative Reports

- Finance
- Quality Improvement
- Compliance/Risk Management
- Medical Staff
- Credentialing
- EMS
- Ethics Committee

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

New Business

- Elections of Officers and Committees for 2022
- Review 2022 Board Calendar

Nancy Giddings

Executive Session RCW 42.30.110(1)(g)

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 January, 25 2022 @ 10:30 a.m.



Ferry County Health

BOARD OF COMMISSIONERS' MEETING November 23, 2021

CALL TO ORDER: Chair Nancy Giddings called the meeting of the Board of Commissioners to order at 10:32 a.m. on November 23, 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; Spencer Hargget, Compliance Officer; and Lacy Sharbono, Executive Assistant were present.

QUORUM ESTABLISHED: A quorum was present.

REVIEW, AMEND, ACCEPT AGENDA: A motion was made by Krausse and seconded by Jannot to approve the agenda as written. The motion passed unanimously.

GUEST: Rob Slagle, Jay Boiko, Phillip Streeter

2022 BUDGET PUBLIC REVIEW: Truman reviewed the 2022 Budget.

- A motion to approve the 2022 Levy Resolution 2021#9 was made by Krausse and seconded by Lundgren. The motion passed unanimously.
- A motion to approve the Levy Certification was made by Lundgren and seconded by Jannot. The motion passed unanimously.
- A motion to approve the 2022 Klondike Hills Budget Resolution 2021#10 was made by Jannot and seconded by Lundgren. The motion passed unanimously.
- A motion to approve the 2022 Hospital Budget Resolution 2021#11 was made by Lundgren and seconded by Jannot. The motion passed unanimously.
- A motion was to approve the 2022 Pharmacy Budget Resolution 2021#12 was made by Lundgren and seconded by Jannot. The motion passed unanimously.

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 a thank you card.

PUBLIC COMMENTS: Community members discussed concerns.

CNO REPORT: Chase reviewed her report.

CLINIC REPORT: Santana reviewed her report.

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

SAFETY REPORT: Truman noted the City has been contacted with the concern about the guard rail at the entrance of the district.

Giddings called for a break at 11:56 a.m. Open session continued at 12:38 p.m.

CFO/COO REPORT: Truman reviewed his report.

FINANCIAL REPORT: Truman reviewed the September financials.

A motion was made by Krausse and seconded by Lundgren to approve the Resolution 2021#13 USDA Refinance. The motion passed unanimously.

CEO REPORT: Edwards reviewed his report.

OLD BUSINESS:

- Board QI Project: Discussed options.
- Facility Update: Discussed in the safety report.
- Health Foundation: Discussed last meeting.
- Strategic Planning: Reviewed updates.

BOARD REPRESENTATIVE REPORTS:

- Finance: No Board concerns.
- Quality Improvement: No Board concerns.
- Compliance/Risk Management: Next meeting on the 9th.
- Medical Staff: No Board concerns.
- Credentialing:
 1. A motion was made by Lundgren and seconded by Krausse to approve the reappointment of APP medical staff privileges for Jane Jacobson, ARNP. The motion pass unanimously.
 2. A motion was made by Lundgren and seconded by Krausse to approve the reappointment of Active medical staff privileges for Kyle Rattray, MD. The motion pass unanimously.
 3. A motion was made by Lundgren and seconded by Jannot to approve the reappointment of APP medical staff privileges for James Corbett. PAC. The motion pass unanimously.
 4. A motion was made by Lundgren and seconded by Krausse to approve the reappointment of Active medical staff privileges for Barry Bacon, MD. The motion pass unanimously.
- EMS: No Board concerns.

NEW BUSINESS: None

EXECUTIVE SESSION: Executive Session was called at 2:00 p.m. regarding RCW 42.30.110(1)(g).

Open session resumed at 3:30 p.m. No action taken.



TO: Ferry County Public Hospital District #1 Board of Commissioners
 FROM: Cindy Chase, CNO
 Subject: CNO Report

MEETING DATE: December 28, 2021

| As of December 17, 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: We have 2 applications and interviews set for 2 new RNs. They found us and like what they learned. Perfect timing! Hoping we can hire them both! • Workflow Evaluation: New white boards are in production and hoping to hear soon about a shipping date. These will launch a new bedside shift report training after they arrive. Maintenance will need to mount them in patient rooms. |
| 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: We continue to see positive Covid cases in our community. Testing occurs daily and so far, no days recently when we had no positives. Employees are under constant watch for symptoms. Protocols in place for testing staff if at work if symptoms erupt after reporting for their shift. Charge nurses have been trained to do the tests when lab is not here. Flu shots are down this year by staff. Katy reports that almost all employees have either gotten the shot, or have signed declination forms. She feels she will have contacted all staff by end of year. Hand washing doing well!!! Last audit was 90%! |
| 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 but has been fluctuating more over the last month. 2 is the lowest we have gone. Mike has been assisting our new discharge planner, Julie Johnson, with training with a special focus on swing beds. Rounds continue to be productive as Mike and Julie work together • QI/RISK/QMM: Please see attachment for the QAPI yearend report. • Wound Care: We continue to grow in this department. Emily has been carrying the load while Tina is on leave. Her schedule is full most days. |
| 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"> • Currently, agency rates for nurses are well over 225 an HOUR and by creating our own temp staffing, we were able to hire nurses at a more reasonable rate. Our mission is to reduce our temp staff however as we find more permanent nurses. Although temp rates are lower than agency, they are well above our union rates. |
| 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> <p>The community continues to be offered education especially on the corona virus. We have so many positive cases again right now, 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 and teach them what to look out for or when to call us. Mike continues to do home visits as necessary. We are also providing the community with vaccines including boosters while continuing to offer first and second doses. We will continue to</p> |

provide vaccines until January 11, and then the operation transitions over to the clinic. It has been exciting for us on the vax team to provide this important service to our community. Sam Jenkins and his team have truly helped make our clinics a success plus handling a majority of the schedules. Many thanks to them.

Now that the vaccines are basically off my plate, I am adding employee health duties. Keeping tabs on sick employees and promoting wellness. Katy reports flu shots are down this year and my hope is that mask wearing will, like last year, keep flu at bay. Merry Christmas everyone and may the new year bring many blessings to you and your families.



TO: Ferry County Public Hospital District #1 Board of Commissioners MEETING DATE December 28th, 2021
 FROM: Julia R Santana
 Subject: Board Report


| As of December 17 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 is well underway with the MA apprenticeship program. She is rooming patients on her own and giving injections with supervision. She is keeping up with her school work and I am getting excellent progress reports from the MA program. For the Christmas/Holiday season this year we hung Christmas stockings in the clinic hallway with every ones name on them. We have asked patients/public to write a note of holiday cheer and appreciation for their favorite clinic person. There is a box in the lobby by the Christmas tree for them to write and leave notes in. |
| 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"> Our Health Maintenance Coordinator has a list of all out Medicare patients and is researching each one to see when their last Annual Medicare Wellness visit was. If they are due, she is contacting them to set up that appointment |
| 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 am going to combine Service, Financial and Growth into one this month. I am doing this because we made a purchase that will increase a service we provide, positively impact the clinic/district financials and is also a wonderful leap in the growth of the clinic/district. This month we purchased a portable PFT (Pulmonary Function Test) machine. We currently are not able to perform full PFT's and refer to Mt Carmel often. We chose this machine for its portability as it can be wheeled up and used in the hospital for inpatient/swing. It performs total lung capacity/plethysmography. Additionally, a Medical Assistant can run the machine. The providers are very excited. I will have the brochure for the PFT machine available for the board to look at. I am also hoping to go back to the manufacture that we got a quote on for a new EKG machine and see if they will give an additional end of year discount. If so, hopefully we can get that acquired as well!! |
| 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> |
| 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> |



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

MEETING DATE: December 28, 2021

| As of December 16, 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"> • Still looking for a retail pharmacists. • Pharmacy assistant hired and started, close to fully staffed. • Looking for FOC in Rehab. • Still tough to find employees, however has appeared to ease in some areas. Not so much in other areas. • My replacement will be here middle of January, excited to have her. |
| 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. • CT scanner has shown increased quality of pictures. • Working on opportunity to complete PFT's in house, will help with less travel to Colville etc. • Working on improved opportunities for employees around communication and ownership opportunities. • Employee insurance options complete for 2022, great opportunity for the district. |
| 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. • Employee insurance options will allow for greater service to our employees. |
| 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"> • Refinancing is complete, first payment will commence Jan 10, 2022. • LTD will decrease to approx. \$2.5 million dollars. Be paid off in 5 year period. • Additional grant funding received in the amount of \$350k for American Rescue Plan (covid funds). • 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. • Review of Financials presented. |
| 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> |

-
- 
- 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: December 28, 2021

As of December 17, 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"> • Proud to announce Jennifer Reed, MSA as our new CFO/COO. She comes to us from Whidbey Health where she was the director of finance. Her official start date is 1/17/22. • It has been an honor and a privilege to work with Brant Truman, CFO/COO...he will be missed!!! Best of luck Brant and thank you for your service to Ferry County Health. • Will present a preliminary plan for CNO succession in exec session at our 12/28 meeting. • Have an offer out to a RPh candidate for Republic Drug (hoping to have an answer by meeting time). • Candace Perrin, RN and long term care coordinator retires at the end of this year. We wish her well in retirement! She has done a wonderful job with our long term care patients! • Dr. Garcia will be handing off long term care rounding to Dr. Short. Thank you Dr. Garcia for your great work with our LTC 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"> • WSHA and the Collaborative are rolling out a comparative dashboard called DASH which will compare us to other facilities across many measures both QI and financial. • Pharmacy looking at new pill counting devices for greater speed and accuracy. • Managers working through preparation for our new EHR under Adam Volluz's lead. |
| 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 be able to make drive up testing available to our community. |
| 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"> • ALF/Clinic long term debt refinancing and pay down has been executed. Full payoff now expected within 5 years of today (originally expected 2046 – way past the building's useful life). • Will be working on a collaborative project around specialty drugs and 340b with several hospitals around the state which we hope will lead to opportunity at project end. |
| 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 will be adding Pulmonary Function Testing services to our clinic. This has been a send out to Colville for many years. • Radiology now able to use the CT for cardiac testing (Calcification Scoring) |