

**BOARD OF COMMISSIONERS
PUBLIC HOSPITAL DISTRICT NO. 1 OF PEND OREILLE COUNTY
March 23, 2023**

In Attendance: Chief of Medical Staff, Aaron Reinke, MD; Commissioners: Lois Robertson, Lynnette Elswick, Susan Johnson, Melanie Kiss, and Becky Walrath; Executive Officers: Merry-Ann Keane, Kim Manus, Chris Wagar, Theresa Hollinger, and Joseph Clouse. Others: Jenny Smith, Christopher Emond, Jane Tilley, Rhi Drake, Nancy Shaw, RaeLynn Wellman, Trina Gleese, Michelle Nedved/Don Gronning, Christie Wall, M. Carswell, John Zieske, Lori Stratton, Katy Weber, Becky Dana, Tracy Hinz, Dede Porch, Paul Rutland

CALL TO ORDER:

Chairperson Robertson called the meeting to order at 10:00 a.m.

READING OF LEGAL NOTICE:

The regular meeting legal notice was distributed as required.

APPROVAL OF AGENDA / CONSENT ITEMS:

The Meeting Agenda, Auditors Reports and Uncompensated Report (Consent Packet) were approved via motion made, seconded and passed unanimously.

Bad Debt/Charity: Feb.2023, inclusive District Write-off: \$ 201,553.10

APPROVAL OF PREVIOUS MEETING MINUTES

The February 23, 2023 minutes were approved via a motion made, seconded and unanimously passed. *The November 15, 2022 special (budget hearing) meeting minutes were not available for approval.*

BUSINESS FROM THE AUDIENCE

Jenny Smith presented the board with the NHHS Foundation Annual Report. She advised that all events for 2023 are on track. She advised that the 2021 pledge of \$40,000 for the OB Facelift is ready to be put to use. She shared the excitement for new Treasurer Chris Emond and new Foundation President Merry-Ann Keane.

COMMITTEE REPORTS:

Chief Of Medical Staff: Aaron Reinke, MD, Chief of Medical Staff commended NHHS for having such a strong, committed family medicine team. This is why we have been able to weather the storms. He encouraged collaborating with our neighboring hospital to provide the best for our communities.

Finance: Kim Manus, CFO provided the financial statements. She reminded that the approved budget is at a \$3.5m loss and the goal is to beat this whenever possible. Merry-Ann advised that the leadership team is committed to helping out where they can and provide the best patient care possible. Kim advised that she is still working on accessing all of the Seeber's financials; this is a work in progress but she is getting assistance from Greg. She advised that the state has not provided the license. This was supposed to be around 2 week turnaround time, currently sitting at 5 weeks. Chris Emond is working on policies and procedures to improve the day to day at Seeber's.

Quality/Performance Improvement - Rhi Drake advised that the patient safety survey will be out in April for all staff in all locations. This will be the first time, so conversations on participation and expectations have been discussed with leadership team; it is important that staff feels safe to report events.

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CEO Report – Merry-Ann reported that the strategic plan was presented and well received by leadership and staff. Each department has a whiteboard reflecting their individual goals. As she does rounding members of different departments have pulled her aside to share.

SLT will be moving to the annex building within the next few weeks. Facilities team has done a great job of keeping everything in house, low cost. Nobody will be moving to the old accounting building, or administration building.

Due to the announcement made by neighboring Bonner General Hospital closing their labor department in May, NHHS has received many inquiries from various news agencies wanting to know the impact we will see. NHHS understands the struggle and is hoping to help the community deliver babies locally. The OB Facelift timeline has moved up to help support the needs. Merry-Ann has been meeting with hospitals in the area to see how we can work together.

Clinic walk-in will be referred to as Express Care.

CMS audited the website last month, we were not in compliance. Changes have been made and another audit will be done to ensure we are now in compliance.

The Staff Food Pantry is up and running. We have partnered with Kalispel Tribe Food Bank. They have offered to provide support with any overage they have so it doesn't go to waste.

It was advised that EMS is a county issue. We will not be purchasing EMS. NHHS will await the county solution.

ACTION ITEM AGENDA

Foundation Letter of Agreement – approved by Board.

Organizational Chart Changes - approved by Board.

New Severance Pay Policy – approved by Board.

Board of Commissioners Code of Ethics – approved by Board.

Quality Assurance Performance Improvement Plan – approved by Board.

Resolution No. 2023-07 Surplus Property: A list of surplus property from the accounting house was presented and approved.

Resolution No. 2023-08 Dissolve Foundation Reserve Account: Kim explained this account was created in 2006 and has been overlooked since The Foundation was registered as its own 501C3. The funds belonging to The Foundation were moved when the change took place; remaining funds belong to NHHS and will be moved to the general account.

Resolution No. 2023-09 Dissolve CMS Advance Payment Account: The account is no longer needed and has been depleted.

Resolution No. 2023-10 Changes to Authorized Signers on Operating Fund: CHRO Joseph Clouse, has been approved to be added as a signer.

Resolution No. 2023-11 Open Account with LGIP: Kim and Chris explained the Local Government Investment Pool of the State of Washington has higher rates and is a safe option for NHHS investment funds. In order to move forward, an account needs to be open and created.

OTHER BUSINESS

Kim advised that NHHS will be able to accept United Health Medicare Advantage. The effective date has not been announced but should be soon.

Courtesy Reappointment:

Jeremy Lewis, DO – Family Medicine

Nathan Kanning, MD – General Surgery

Aaron Reinke, MD – Family Medicine

Chase Williams, MD – General Surgery

Courtesy Reappointment - Radiology Off-Site

Casey Cable, MD

Matthew Curtis, MD

Ryne Dougherty, MD

Brian Gump, MD

Gregory Kujawski, DO

Amy Newton, MD

Samuel Plesner, DO

Jedidiah Schlung, MD

Mariam Shehata, MD

Adam Skibinski, MD

Jennifer Xiao, MD

Provisional

Jennifer Stout-Willett, LICSW, SUDP – Behavior Health

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Provisional to Full Status

Jonathan Wright, MD - Emergency Medicine

EXECUTIVE SESSION

As permitted by RCW 42.30.110(1)(g), the meeting was moved to Executive Session at 11:20 am for approx. one hour to discuss personnel matters.

RETURN TO OPEN SESSION

The Commission returned to Open Session at approximately 12:18 pm.

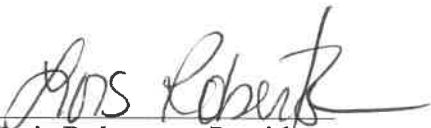
NEXT MEETING DATE

It was decided in Executive Session that the next meeting will be moved up by one week to accommodate multiple board members being unavailable April 27, 2023. The next meeting will be Thursday April 20, 2023.

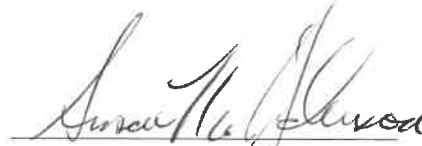
ADJOURNMENT

There being no further business, the meeting adjourned at approximately 12:25 pm.

Minutes recorded by RaeLynn Wellman, Executive Administrative Assistant.



Lois Robertson, President
Board of Commissioners



Susan Johnson, Secretary
Board of Commissioners