

**BOARD OF COMMISSIONERS
PUBLIC HOSPITAL DISTRICT NO. 1 OF PEND OREILLE COUNTY**

February 23, 2023

In Attendance: 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: Christopher Emond, Rhi Drake, and Nancy Shaw.

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.

Auditors Report – January 2023:

Warrants #307758 through #308081	2,525,299.47
Electronic warrants: #400412-400426	413,440.81
Mountain West, Loan payment, disbursed 09/10/2022	<u>40,000.00</u>
Total, warrants and disbursements	\$ 2,978,740.28

Bad Debt/Charity: Jan. 2023, inclusive District Write-off: \$130,935.30

APPROVAL OF PREVIOUS MEETING MINUTES

The January 26, 2023 regular meeting minutes were approved via a motion made, seconded and unanimously passed with one correction noted: Pg. 1 references Resolution No. 2022-03 – correction: 2023-03. The November 15, 2022 special (budget hearing) meeting minutes were not available for approval.

BUSINESS FROM THE AUDIENCE

There was no business from the audience.

COMMITTEE REPORTS:

Joint Conference: Aaron Reinke, MD, Chief of Medical Staff was not in attendance.

Finance: Kim Manus, CFO noted that during 2022 Covid funds helped to offset expenses; in 2019, 340B funding was in place, which has since dwindled, and prompted the decision to purchase Seeber's Pharmacy. Both of these have impacted the financial bottom line. Options are being considered for demolishing the accounting and administration buildings, as well as the use of the District call houses.

The 2023 budget was presented with a breakdown by entity. Kim anticipates a better financial outlook when she has more time to analyze the information. She noted several positions have been consolidated – the Health Information Manager and Compliance officer position are consolidated; Health Information now services both the hospital and clinic and RCS is working in dual roles. The budget has

been reviewed, especially FTE management. A report was distributed outlining the Sum of Earned Compensation/Compensation Type/Guarantee. A C-suite salary information breakdown for 2018-2022 was shared.

Each weekday the managers review the huddle board, which indicates service line daily progress, challenges and District Mission.

Kim is contacting drug manufacturers in an effort to pursue cost savings. She noted that on April 1st the Federal government will be removing the Medicaid allowance; the majority of Pend Oreille County residents qualify for charity care.

Quality/Performance Improvement -

CEO Report – Merry-Ann submitted a Board of Commissioners Code of Ethics document for approval. The members of the Board stated they wish to discuss the information prior to approval.

A Board and CEO Decision Matrix was included in the board materials.

Merry-Ann presented the 2023 Strategic Plan, which is a major focus of the Senior Leadership Team to provide a clear direction as to our current status, where we need to go, and a plan to achieve our goals.

ACTION ITEM AGENDA

Resolution No. 2023-04 Surplus Property. Chris submitted a list of surplus items considered no longer required for hospital district purposes. A motion stating the items are unable to be sold, have no value (de minimus) and are of such low value that the cost of conducting a sale of the items would exceed the value of the goods; to allow Newport Hospital & Health Services (NHHS) to offer these de minimus items to the public at a publicized event for free on a first-come/first-served basis; further, any items that are not taken by the public will be discarded as NHHS sees fit. The motion was seconded and passed unanimously approving Resolution No. 2023-04.

Resolution No. 2023-05 was approved unanimously via motion made, seconded and passed to designate Christopher Emond as the District Treasurer, repealing Resolution No. 2022-13.

Resolution No. 2023-06 – 2023 Operating & Capital Budget – was approved unanimously by a motion made, seconded and passed.

Increase Amount of Capital Purchase – RMAC Furniture - Chris Wagar stated in 2022 the Board approved a threshold amount of \$80,000 to furnish the 4th wing at RMAC; however, the total purchase amount is \$93,248.96, or \$13,248.96 higher. (Refer to list for specifics). **A motion made, seconded and passed unanimously approved an increase in the amount of \$13,248.96 for purchase of furniture at RMAC.**

Chris explained the facility still needs 7 low beds at a cost of \$24,012.85. The plan is to evaluate the census in June/July '23; if the census is near 10, Chris will submit the request for approval to purchase the additional 7 beds at that time.

Utilization Management Plan – The 2023 Utilization Management Plan was presented; Theresa noted there were no changes since 2022. **A motion made, seconded and passed unanimously approved the 2023 Utilization Management Plan.**

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OTHER BUSINESS

The 2021 Critical Access Program Evaluation was shared with the Board members – there were no questions and no approval required.

NEXT MEETING DATE

The next Board of Commissioner meeting will occur at 10:00 a.m., March 23, 2023 in the Sandifur meeting room.

EXECUTIVE SESSION

As permitted by RCW 42.30.110(1)(g), the meeting was moved to Executive Session at 11:07 am for approx. thirty minutes to discuss personnel matters.

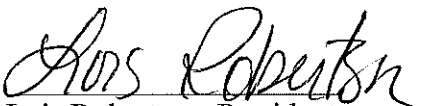
RETURN TO OPEN SESSION

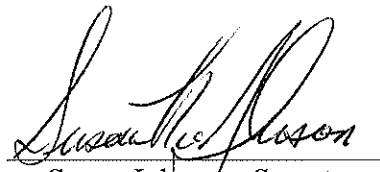
The Commission returned to Open Session at approximately 11:55 am.

ADJOURNMENT

There being no further business, the meeting adjourned at approximately 12:00 pm.

Minutes recorded by Nancy J. Shaw, Executive Administrative Assistant.


Lois Robertson, President
Board of Commissioners


Susan Johnson, Secretary
Board of Commissioners