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Educational Session Agenda  
Wednesday, January 4, 2017

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| <b><u>Call to Order:</u></b>                              | 3:30 |
| <b><u>Approve Agenda:</u></b>                             | 3:35 |
| <b><u>Patient Story:</u></b> Jackie Mossakowski           | 3:40 |
| <b><u>Minutes:</u></b> Action Requested                   | 3:45 |
| • December 21 Regular Session (pg. 2-5)                   |      |
| <b><u>Required Approvals:</u></b> Action Requested        | 3:50 |
| • Resolution 2017-01 Surplus Equipment (pg. 6)            |      |
| <b><u>Educational Presentation:</u></b>                   | 4:00 |
| • Rick Thompson (Superintendent Chimacum School District) |      |
| • Public Participation                                    |      |
| <b><u>Business of the Board:</u></b>                      | 4:20 |
| • Election of Officers                                    |      |
| • Board Development Opportunities                         |      |
| • Board Meeting Evaluation                                |      |
| <b><u>OPMA Primer:</u></b>                                | 4:35 |
| • OPMA Resource Book self-guided review                   |      |
| <b><u>Conclude:</u></b>                                   | 5:05 |

This Regular Session will be officially audio recorded.  
Times shown in agenda are estimates only.

**Jefferson County Public Hospital District No.2  
Board of Commissioners, Regular Session Minutes  
Wednesday, December 21, 2016  
Victor J. Dirksen Conference Room**

**Call to Order:**

The meeting was called to order at 3:30 by Commissioner Buhler. Present were Commissioners Buhler, De Leo, Dressler, and Ready. Also present were Mike Glenn, CEO, Lisa Holt, CAO, Brandie Manuel, Executive Director Quality, Hilary Whittington, CFO, Joe Mattern, Chief Medical Officer, Jennifer Wharton, Executive Director of Medical Group, Jackie Mossakowski, CNO, and Alyssa Rodrigues, Administrative Assistant. This meeting is being officially audio recorded by Jefferson Healthcare. Commissioner Kolff is excused.

**Approve Agenda:**

Commissioner Dressler made a motion to approve the December 21 regular session agenda as presented. Commissioner Ready seconded the motion.

**Action:** Motion passed unanimously.

**Patient Story:**

Jackie Mossakowski read aloud a positive patient letter written about their outpatient services experience. Jackie also read aloud information from the Gallup poll for most trusted profession.

**Minutes:**

- November 28 Special Session Minutes

Commissioner Ready made a motion to approve the November 28 special session minutes. Commissioner Dressler seconded the motion.

**Action:** Motion passed unanimously.

- December 7 Regular Session Minutes

Commissioner Ready made a motion to approve the December 7 Regular Session minutes. Commissioner Dressler seconded the motion.

**Action:** Motion passed unanimously.

**Required Approvals:**

- Medical Staff Credentials/Appointments/Reappointments
- November Warrants and Adjustments
- Resolution 2016-30 Surplus Equipment
- Resolution 2016-31 Cancel Warrants

Commissioner De Leo made a motion to approve November Warrants and Adjustments as presented, Resolution 2016-30 Surplus Equipment as presented and 2016-31 Cancel Warrants as presented. Commissioner Dressler seconded the motion.

**Action:** Motion passed unanimously.

Commissioner De Leo made a motion to amend the Medical Staff Credentials/ Appointments/ Reappointments and to table Michael Johns for legal format.

Commissioner Dressler seconded the amended motion.

**Action:** Motion passed unanimously.

**Public Comment:**

No public comment.

**Financial Report:**

Hilary Whittington, CFO presented the November financial report.

**Patient Safety & Quality Report**

Brandie Manuel, presented the Patient Safety & Quality Report, and had guests Christine Roberts, Laboratory Director, Randy Holeman, Radiology Director, and Judy Tordini, Manager of Cardiac Services give Anticoagulation service updates.

**Administrator's Report:**

Mike Glenn, gave an update on current projects and activities at Jefferson Healthcare.

**Chief Medical Officer Report:**

Joe Mattern, MD gave an update on the ACO, care transformation team, care coordinators, recruitment in Primary Care, specialty candidates, palliative care, and change in Chief of Staff.

**Board Reports:**

Commissioner De Leo thanked Tom Thiersch for his interpretation of timing in regards to coming back into executive sessions. Commissioner De Leo also gave an update on charity care granted and taxes received through the end of November for Jefferson Healthcare.

Commissioner Ready mentioned his attendance of mental health court and how well the community has come together to help support the process, and how exciting it is that we are continuing to help.

Commissioner Dressler thanked administration for putting on the Holiday Party at Jefferson Healthcare.

Commissioner Buhler distributed Board of Health minutes to Commissioners and passed out board meeting evaluation forms. Commissioner Buhler also announced she will be serving on the WSHA State hospital governing board committee.

Commissioner Buhler announced a break at 5:15pm.

Commissioner Buhler reconvened the meeting at 5:20pm.

**Executive Session:**

Commissioner Buhler announced they will go into executive session at 5:20pm to discuss CEO evaluation, a review of the performance of a public employee RCW 42.30.110.1G. Commissioners will come out of executive session at 5:50pm. Action

may be taken.

Commissioners came out of executive session at 5:50pm.

No public present.

Commissioner Buhler announced they will go into executive session at 5:50pm and will come out at 6:05pm. Action may be taken.

Commissioners came out of executive session at 6:05pm.

Commissioner De Leo made a motion that we acknowledge that Mike Glenn has performed and done an excellent job conforming to the policies, directions, and completing the tasks delineated in the strategic plan. Commissioner Dressler seconded the motion.

Commissioners discussed.

**Action:** Motion passed 3 to 1, Commissioner Dressler, Buhler, and De Leo in favor, Commissioner Ready opposed. Commissioner Kolff absent.

Commissioner Buhler made a motion for the 2017 suggested compensation package for Mike Glenn there would be a salary increase of 3%, 40 hours additional of PTO on a one time basis only, allocation of up to 100 hours PTO to deferred compensation packet, and cash out of 150 hours of PTO. Commissioner Dressler seconded the motion.

Commissioners discussed.

Commissioner De Leo made an amended motion that the 40 hours of additional PTO, he will be required to take that time off. Commissioner Buhler seconded the amended motion.

**Action:** The amended motion passed 3 to 1, Commissioner Buhler, De Leo, and Dressler approved, Commissioner Ready abstained. Commissioner Kolff absent.

**Action:** The original motion made by Commissioner Buhler passed 3 to 1, Commissioner Buhler, De Leo, and Dressler in favor, Commissioner Ready opposed. Commissioner Kolff absent.

**Conclude:**

Commissioner Dressler made a motion to conclude the meeting. Commissioner Ready seconded the motion.

**Action:** Motion passed unanimously.

Meeting concluded at 6:12pm

Approved by the Commission:

President of Commission: Jill Buhler \_\_\_\_\_

Secretary of Commission: Marie Dressler \_\_\_\_\_

DRAFT

**RESOLUTION 2017-01**

**A RESOLUTION TO DECLARE CERTAIN ITEMS SURPLUS TO THE NEEDS OF  
JEFFERSON COUNTY PUBLIC HOSPITAL DISTRICT NO. 2 AND  
TO AUTHORIZE THE DISPOSAL OF SAID EQUIPMENT**

WHEREAS the item(s) of equipment enumerated below are obsolete and otherwise surplus to the needs of the District, and

WHEREAS said equipment now creates a storage problem and represents an unnecessary cost to the District to retain it,

NOW, THEREFORE BE IT RESOLVED THAT:

- 1) The following equipment be declared surplus to the immediate needs of Jefferson County Public Hospital District No. 2 and will be disposed of in compliance with appropriate State laws:

| <b>Description</b>      | <b>Asset #</b> | <b>Serial #</b> | <b>Model #</b>       |
|-------------------------|----------------|-----------------|----------------------|
| Mini Carm 6800 G.E.     | N/A            | 86-1310         | 6800                 |
| Blood Bank Refrigerator | 08-00083       | 027T-133164-PT  | ThermoSci BBR11-1B20 |

APPROVED THIS 4<sup>th</sup> day of January, 2017.

JEFFERSON COUNTY PUBLIC HOSPITAL DISTRICT NO. 2

APPROVED BY THE COMMISSION:

Commission Chair – Jill Buhler: \_\_\_\_\_

Commission Secretary – Marie Dressler: \_\_\_\_\_

Attest:

Commissioner – Anthony De Leo: \_\_\_\_\_

Commissioner – Kees Kolff: \_\_\_\_\_

Commissioner – Matt Ready: \_\_\_\_\_