

COVID-19 Notice

No in-person attendance allowed, pursuant to Governor Inslee's Proclamation 20-28.

All meeting attendees, including Board of Commissioners, staff and members of the public must participate virtually. No physical meeting location will be provided.

To attend the meeting, dial Phone Conference Line: (509) 598-2842
When prompted, enter Conference ID number: 613756871

Jefferson County Public Hospital District No.2
Board of Commissioners, Regular Session Minutes
Wednesday, October 28, 2020

Call to Order:

The meeting was called to order at 2:33pm by Board Chair Buhler Rienstra. Present by phone and video were Commissioners Dressler, Kolff, McComas and Ready. Also, in attendance by phone were Mike Glenn, CEO, Hilary Whittington, Chief Administrative Officer/Chief Financial Officer, Jon French, Chief Legal Officer, Brandie Manuel, Chief Patient Safety and Quality Officer, Caitlin Harrison, Chief Human Resources Officer, Dr. Joe Mattern, CMO, Dr. Kent Smith, Chief of Staff, Jenn Wharton, Chief Ambulatory and Medical Group Officer, and Brittany Huntingford, Administrative Assistant were also in attendance. This meeting was officially audio recorded by Jefferson Healthcare.

Approve Agenda:

Commissioner Dressler approved the agenda. Commissioner Kolff seconded.

Action: Motion passed unanimously.

Education Topic:

- WSHA
 - Cassie Sauer, President

Cassie Sauer, President from Washington State Hospital Association and Matt Ellsworth, Executive Director from Association of Washington Public Hospital Districts provided a presentation titled working together for the future of Health Care.

Commissioners recessed for break at 3:16pm.

Commissioner reconvened from break at 3:30pm.

Patient Story:

Dr. Tracie Harris, Chief Medical Quality Officer and Tina Toner, Chief Nursing Officer presented the patient story.

Minutes:

- September 23, 2020 Minutes

Commissioner Kolff made a motion to amend the September 23, 2020 minutes to include the below amendment to what was written under Board Business.

Commissioner Kolff gave a report from the Board of Health activities. Jefferson Healthcare was applauded by Dr. Locke during a County Commissioner meeting for our transparency, fostering an ideal relationship of cooperation. At the Board of Health key items were discussed-

1. Health department staff are facing similar pandemic challenges as are JHC staff.
2. Enforcement for violations of public health officer mandates are currently limited to criminal offences. This is being addressed with a new enforcement code.
3. Forest fire smoke causes increased asthma and heart disease. Commissioner Kolff would be curious to hear from the Emergency department if there had been a rise of cases here when we had the smoke.
4. COVID-19 testing options are increasing in the county, but how to use results is tricky.
5. Commissioner Kolff commented on the number of new COVID-19 cases per hundred thousand in the past 2 weeks in Jefferson, Clallam, and Kitsap Counties.
6. The Health department encourages everyone to be safe to help keep schools open. Discussion ensued.

Commissioner Kolff suggests a resolution by the board to support this work.

Commissioners Kolff and McComas will move forward and will have something specific for the boards review, comments, and potential adoption at the October meeting.

- Board of Health report

Commissioner Kolff gave an extensive report from the Board of Health activities.

Discussion ensued.

Commissioner Kolff made a motion to approve the September 23, 2020 amended minutes. Commissioner McComas seconded.

Action: Motion passed unanimously.

- October 21, 2020 Minutes

Commissioner McComas made a motion to approve the October 10, 2020 minutes. Commissioner Kolff seconded.

Action: Motion passed unanimously.

Required Approvals: Action Requested

- September Warrants and Adjustments

- Resolution 2020-11 Cancelled Warrants
- Resolution 2020-12 Surplus Equipment
- Medical Staff Credentials/Appointments/Reappointments

Commissioner Kolff made a motion to approve the September Warrants and Adjustments, Resolution 2020-11 Cancelled Warrants, Resolution 2020-12 Surplus Equipment and Medical Staff Credentials/ Appointments/ Reappointments
Commissioner Dressler seconded.

Action: Motion passed unanimously.

Budget Hearing for Fiscal Year 2021: Hilary Whittington, CAO/CFO

- 2021 Operations Budget Summary
- 2021 Capital Budget Summary
- Public Comment
- Commission Discussion

Commissioner Kolff motioned to approve resolution 2020-13 with property tax.
Commissioner McComas seconded.

Action: Motion passed unanimously.

Commissioner Kolff motioned to approve resolution 2020-14 substantial need.
Commissioner Dressler seconded.

Action: Motion passed unanimously.

Commissioner Kolff motioned to approve the 2021 Operations and Capital Budgets.
Commissioner Dressler seconded.

Action: Motion passed unanimously.

No public comment was made

Financial Report:

Hilary Whittington, CAO/CFO, presented the September Financial Reports.

Discussion ensued.

Quality Report:

Brandie Manuel, CPSQO, presented the September Quality Report.

Discussion ensued

Administrative Report

Mike Glenn, CEO, presented the Administrative report.

Discussion ensued

CMO Report:

Dr. Joe Mattern, CMO

Discussion ensued

Board Business:

- Resolution 2020-16 Health Equity-

Commissioner Kolff requested that this topic be tabled due to limited time available at this meeting.

- Agenda Evaluation

Commissioner Dressler had no issues with the agenda, as there are opportunities to contact the chair when needed. No requests for changes at this time.

Commissioner Kolff also has no concerns around the agendas, he asked to clarify the process of agenda setting process, discussion ensued.

Commissioner Kolff asked for more time to discuss the Health Equity resolution at the next meeting.

Commissioner Buhler-Rienstra offered to add the Board of Health Report as a recurring item on the agenda moving forward.

Commissioner Ready brought forward the idea that he would like reports department directors. Commissioner Buhler-Rienstra stated that she is open to discussion on the subject.

Commissioner McComas noted that Commissioner Rounds with the CEO had been curtailed because of the COVID pandemic.

- Board of Health report

Commissioner Kolff gave a report from the Jefferson County Board of health, Full details are available on their website or the recording of this meeting.

- Commissioner Dressler made note of the retirement of Carol Davis after 50 years of service, as well as the passing of former Assistant Director of Nursing, Patsy Newell.

- Appoint Independent Auditor

Commissioner Kolff made a motion to appoint Dingus, Zarecor and Associates as the independent auditor for 2021. Commissioner Dressler seconded.

- **Action:** Motion passed unanimously.

Commissioner Buhler Rienstra noted that the CEO evaluation forms would be passed out in November.

Meeting Evaluation:

Commissioners evaluated the meeting.

Commissioners recessed for break at 6:08pm.

Commissioner reconvened from break at 6:18pm.

Executive Session:

- Current or potential litigation

Commissioners went into Executive Session for thirty (30) minutes at 6:18pm.

Commissioners came out of Executive Session at 6:48 pm. No action was taken following the session.

Conclude:

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

Action: Motion passed unanimously.

Meeting concluded at 6:49pm.

Approved by the Commission:

Chair of Commission: Jill Buhler Rienstra _____

Secretary of Commission: Marie Dressler _____