

**\*COVID-19 Notice\***

No in-person attendance will be allowed, pursuant to Governor Inslee’s Proclamation 20-28. All meeting attendees, including Board of Commissioners, staff and members of the public shall participate virtually. No physical meeting location will be provided.

**Audio Only:** dial Phone Conference Line: (509) 598-2842  
When prompted, enter Conference ID number: 702 065 698#

**Microsoft Teams meeting:** Join on your computer or mobile app.  
This option will allow you to join the meeting live.  
[Click here to join the meeting](#)

Regular Session Agenda  
Wednesday, November 16, 2022

<b>Call to Order:</b>	2:00
<b>Approve Agenda:</b>	2:00
<b>Education Topic:</b>	2:00
<ul style="list-style-type: none"> <li>• Healthier Together           <ul style="list-style-type: none"> <li>○ Carrie Hite, Director of Parks &amp; Recreation</li> </ul> </li> <li>• Strategy Strategic Plan Overview           <ul style="list-style-type: none"> <li>○ Mike Glenn, CEO</li> </ul> </li> </ul>	
<b>Break:</b>	3:15
<b>Team, Employee, Provider &amp; Leader of the Quarter:</b>	3:30
<b>Public Comment:</b>	3:40
Public comments are welcome orally, with a 3-minute limit, or may be submitted via email at <a href="mailto:commissioners@jeffersonhealthcare.org">commissioners@jeffersonhealthcare.org</a> , or written and addressed to Commissioners at 834 Sheridan Street, Port Townsend, WA 98368. Written submissions must be received by 5:00 pm the day prior to the meeting.	
<b>Minutes:</b> Action Requested	3:50
<ul style="list-style-type: none"> <li>• October 26 Regular Session Meeting (pgs 3-6)</li> </ul>	
<b>Required Approvals:</b> Action Requested	4:00
<ul style="list-style-type: none"> <li>• Medical Staff Credentials/ Appointments/ Reappointments (pgs 7-9)</li> </ul>	
<b>Patient Advocate Report:</b> Jackie Levin, RN, Patient Advocate	
<b>Quality Report:</b> Brandie Manuel, CPSO	4:40
<b>Financial Report:</b> Tyler Freeman, CFO	4:55
<b>Administrative Report:</b> Mike Glenn, CEO	5:10
<b>Board Business:</b>	5:25
<ul style="list-style-type: none"> <li>• Board of Health Report</li> </ul>	

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- Meeting Evaluation

**Executive Session:**

Performance of a public employee 5:45

**Conclude:** 6:15

This Regular Session will be officially recorded. The times shown in the agenda are estimates only.

DRAFT

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Jefferson Healthcare  
Owned and Operated by Jefferson County Public Hospital District No. 2  
834 Sheridan Street, Port Townsend, WA 98368  
We are an equal opportunity provider and employer.

Jefferson County Public Hospital District No. 2 Board of Commissioners acknowledge that Jefferson Healthcare is on the ancestral and contemporary homelands of the S’Klallam, Chemakum, Twana and other indigenous nations and we recognize these tribal governments’ sovereignty across the region.

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**Jefferson County Public Hospital District No.2  
Board of Commissioners, Regular Session Minutes  
Wednesday, October 26, 2022**

**Call to Order:**

The meeting was called to order at 2:00pm by Board Chair Buhler Rienstra. Present by phone and video were Commissioners Dressler, Kolff, McComas and Ready. Also, in attendance was Mike Glenn, CEO, Tyler Freeman, Chief Financial Officer, Jake Davidson, Chief Ancillary & Specialty Services Officer & Interim Chief Ambulatory Medical Group Officer, Heather Bailey, Interim Chief Human Resources Officer, Brandie Manuel, Chief Patient Safety and Quality Officer, Tina Toner, Chief Nursing Officer, and Brittany Huntingford, Administrative Assistant. This meeting was officially audio recorded by Jefferson Healthcare.

**Approve Agenda:**

Chair Buhler Rienstra noted that the executive session included on the draft agenda was canceled and asked the board for a motion to approve the amended agenda.

Commissioner Dressler made a motion to approve the agenda. Commissioner McComas seconded.

**Action:** Motion passed unanimously

**Education Topic:**

- Construction Plan overview
  - ZGF: Jim Harman, Mark Gesinger & Craig Rizzo
  - OAC Services: Greg Andrews

Members from ZGF, OAC and Abbott Construction shared the construction plan.

Discussion ensued.

**Break:**

Commissioners recessed for break at 3:15 pm.

Commissioner reconvened from break at 3:30 pm.

**Patient Story:**

Tina Toner, CNO shared the awards given to members of the Medical Staff, nominated by their peers. The awards included Dr. Matt Crowell, The Osler Award, Dr. Ivan Mendez, The Mentorship Award, Dr. Molly Hong & Dr. Steve Erickson, The Grace Under Fire Awards, Dr. Molly Parker, The Change Maker Award, Dr. Jay Lawrence, The Legend Award, Dr. Christine Skorberg, The Unicorn Award.

**Public Comment:**

No public comment was made.

**Minutes:**

- September 28, 2022 Regular Session Minutes
- October 19, 2022 Special Session Minutes

Commissioner Dressler made a motion to approve the September 28, 2021 Regular Session Minutes and October 19, 2022 Special Session Minutes. Commissioner McComas seconded.

**Action:** Motion passed

**Required Approvals:** Action Requested

- September Warrants and Adjustments
- Medical Staff Credentials/Appointments/Reappointments

Commissioner Dressler made a motion to approve the September Warrants and Adjustments, and Medical Staff Credentials/ Appointments/ Reappointments. Commissioner McComas seconded.

**Action:** Motion passed unanimously.

**Budget Hearing for Fiscal Year 2023:** Tyler Freeman, CFO

- 2023 Operations Budget Summary
- 2023 Capital Budgets Summary

Chair Buhler Rienstra opened the 2022 Budget Hearing for the 2023 budget.

Tyler Freeman, CFO, presented the 2023 Operations and Capital Budget.

Discussion ensued.

- Public Comment

No public comment was made.

- Commission Discussion

Discussion ensued.

**Adopt Resolutions:**

- Resolution 2022-09 With/Without Property Tax Increase

Commissioner Kolff made a motion to approve 2022-09 With Property Tax Increase. Commissioner McComas seconded.

Discussion ensued.

**Action:** Motion passed unanimously.

- Resolution 2022-10 Fiscal Year 2022 Budget

Commissioner Kolff made a motion to approve resolution 2022-10 Fiscal Year 2023 Budget. Commissioner Dressler seconded.

Discussion ensued.

**Action:** Motion passed unanimously.

Chair Buhler Rienstra closed the 2022 Budget Hearing for the 2023 budget.

**Quality Report:**

Brandie Manuel, CPSO, presented the September Quality Report

Discussion ensued.

**Financial Report:**

Tyler Freeman, CFO, presented the September Financial Report.

Discussion ensued.

**Administrative Report**

Mike Glenn, CEO, presented the October Administrative report.

Discussion ensued.

**Board Business:**

- Board of Health Report

Commissioner Kolff provided a board of health report which included a note about the CHIP program manager interviews taking place. Jefferson County covid patient tracking, and climate change.

- Appoint Independent Auditor

Commissioner Dressler made a motion to continue with DZA as the independent auditor and allow them to do Administrations cost report. Commissioner Kolff seconded.

**Action:** Motion passed unanimously.

- Agenda Evaluation

Commissioners evaluated the agenda.

**Meeting Evaluation:**

Commissioners evaluated the meeting.

**Conclude:**

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

**Action:** Motion passed unanimously.

Meeting concluded at 5:50pm.

Approved by the Commission:

Chair of Commission: Jill Buhler Rienstra \_\_\_\_\_

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

DRAFT

**FROM:** Medical Staff Services

**RE:** 11/10/2022 Medical Executive Committee appointments/reappointments for Board approval 11/15/2022

C-0241

§485.627(a) Standard: Governing Body or Responsible Individual

The CAH has a governing body or an individual that assumes full legal responsibility for determining, implementing, and monitoring policies governing the CAH'S total operation and for ensuring that those policies are administered so as to provide quality health care in a safe environment.

Interpretive Guidelines §485.627(a)

*It is the responsibility of the governing body (or responsible individual) to appoint, with the advice of the medical staff, the individual practitioners to the medical staff. After considering medical staff recommendations, and in accordance with established CAH medical staff criteria and State and Federal laws and regulations, the governing body (or responsible individual) decides whether to appoint new medical staff members or to continue current members of the medical staff.*

**Recommended provisional appointment to the active/courtesy/allied health/locum tenens staff:**

1. Olivia Haesloop, MD
1. Andrew Nguyen, MD
2. Aaron Yu, MD
3. Lee Holder, MD
4. Scott Harrison, MD
5. Jason Rogers, MD
6. Muneer Desai, MD
7. Feiyu Xue, MD
8. David Rogers, MD
9. Jesse Kincaid, MD
10. Michael Fortney, MD
11. Kristin Grant, MD
12. Leah Kiviat, MD
13. Kelley Cline, MD
14. Laurence Cambron, MD
15. Shannon Calhoun, DO
16. Timothy Conner, MD
17. Monjari Gillian, MD
18. Jason Grennan, MD
19. Jonathan Jaksha, MD
20. Steven McCormack, MD
21. Jonathan Reed, MD
22. Veronica Ruvo, DO
23. Stanley Smith, MD
24. Ammar Taha, MD
25. Jake Vrdoljak, MD
26. Eugene Chung, MD
27. Nidal Dabbasi, MD
28. Jason DiVito, DO
29. David Henley, MD
30. Jarret Kuo, MD
31. Kevin Marcum, MD
32. Matthew Mendlick, MD
33. Tyler Neitlich, MD
34. Mohammed Quraishi, MD

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35. Shannon St. Clair, MD

36. Shawn Stone, MD

37. Frank Welte, MD

**Recommended re-appointment to the active medical staff with privileges as requested:**

1. David Chuljian, DDS

**Recommended re-appointment to the courtesy medical staff with privileges as requested:**

1. Minal Bhanushali, MD, Courtesy (Providence)
2. Neha Mirchandani, MD, Courtesy (Providence)

**Recommended re-appointment to the allied health staff with privileges as requested:**

1. Anne Koomen, ARNP
2. Jenna Oppliger, PA-C

**Recommended refer and follow privileges as requested:**

1. N/A

**Recommended Temporary Privileges:**

1. N/A

**Recommended POCUS Privileges:**

1. N/A

**Medical Student Rotation:**

1. N/A

**Disaster Privileging**

1. N/A

**90-day provisional performance review completed successfully:**

1. Lonna Hampton, PA – in progress.  
*Pending review from Medical Director.*

**Resignations:**



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**RE:** 11/10/2022 Medical Executive Committee appointments/reappointments for Board approval 11/15/2022

C-0241

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1. Elizabeth Yeater, ARNP
2. Kurtis Muller, PA-C

#### **Summary of Changes for Policy and Privilege Review**

1. N/A

#### **Policies**

1. Computerized Physician Order Entry – no changes
2. Expectations of Providers – no changes
3. History and Physical – no changes
4. Disaster Credentialing – no changes
5. Bylaws Committee – draft revisions in progress (informational)

#### **Delineation of Privileges**

1. N/A