

Wednesday, September 24, 2025

Audio Only: dial Phone Conference Line: **(509) 598-2842**

When prompted, enter Conference ID number: **321 942 849#**

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](#)

Due to multiple respiratory illnesses, Jefferson Healthcare is still highly encouraging the practice of infection protocols. You may attend this meeting virtually by accessing the information above or in person in the Sheridan Conference Room at 915 Sheridan Street. Limited seating is available.

Time:	WELCOME	Who:
2:00pm	Call to Order	Commissioner Buhler Rienstra
	Approve Agenda	Board of Commissioners
	FOCUS REPORT	
2:00pm	<ul style="list-style-type: none"> • Emergency Preparedness • Workforce Development 	Brandie Manuel, CPSQO Caitlin Harrison, Workforce Development Manager & Molly Propst, CHRO
2:30pm	Patient Story	Tina Toner, CNO
	PUBLIC COMMENT	
2:45pm	Public comments are welcome orally, with a 3-minute limit, or may be submitted via email at commissioners@jeffersonhealthcare.org , or written and addressed to Commissioners at 834 Sheridan Street, Port Townsend, WA 98368. Written submissions must be received by 5:00pm the day prior to the meeting.	
	ACTION REQUESTED	
2:55pm	Action Requested <ul style="list-style-type: none"> • July 23, 2025, Regular Session Minutes (pages 3-7) • August 27, 2025, Regular Session Minutes (pages 8-10) • Medical Staff Credentials / Appointments / Reappointments (pages 11-15) 	Board of Commissioners
	CONSENT AGENDA	
3:00pm	Required Approvals: Action Requested <ul style="list-style-type: none"> • Resolution 2025-21 Canceled Warrants (page 16) • August Warrants and Adjustments (pages 17-21) 	Board of Commissioners
	STANDING REPORTS	
3:05pm 3:20pm	<ul style="list-style-type: none"> • Quality Report • Financial Report 	Brandie Manuel, CPSQO Tyler Freeman, CFO
3:35pm	<i>Break</i>	
	STANDING REPORTS	
3:50pm 4:05pm	<ul style="list-style-type: none"> • Construction Report • Administrative Report 	Jake Davidson, COO Mike Glenn, CEO

BOARD BUSINESS		
4:30pm	<ul style="list-style-type: none"> • Board Reports 	Board of Commissioners
5:30pm	<ul style="list-style-type: none"> • Agenda Evaluation 	Board of Commissioners
EXECUTIVE SESSION		
5:35	<ul style="list-style-type: none"> • To discuss potential legal litigation, as allowed by RCW 42.30.110(i) 	Board of Commissioners
CONCLUDE		
6:15pm	<ul style="list-style-type: none"> • Conclude 	Board of Commissioners

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

Jefferson County Public Hospital District No. 2
Board of Commissioners Regular Session Meeting Minutes
Wednesday, July 23, 2025

Audio Only: dial Phone Conference Line: (509) 598-2842
When prompted, enter Conference ID number: 975 178 013#
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](#)

Due to multiple respiratory illnesses, Jefferson Healthcare is still highly encouraging the practice of infection protocols. You may attend this meeting virtually by accessing the information below or in person in the Sheridan Conference Room at 915 Sheridan Street. Limited seating is available.

Time:	WELCOME	Who:
2:00pm	<p>Call to Order The meeting was called to order at 2:00pm by Board Chair Buhler Rienstra. Commissioners in attendance included Commissioners McComas, Kolff, Dressler and Ready. Also, in attendance were Mike Glenn, CEO; Tyler Freeman, CFO; Jake Davidson, COO; Dr. Butterfield, CMO; Tina Toner, CNO; Molly Propst, CHRO; Brandie Manuel, CPSQO; Skip Houser, Attorney, Budd Bay Law; and Shannon Groff, Executive Assistant.</p> <p>This meeting was officially recorded by Jefferson Healthcare.</p>	Commissioner Buhler Rienstra
	<p>Approve Agenda Commissioner McComas made a motion to approve the agenda as proposed. Commissioner Kolff seconded. Action: Motion passed unanimously.</p>	Board of Commissioners
	FOCUS REPORT	
2:00pm	<p>Medical Group Update Jake Davidson, Chief Operating Officer, and Dr. Steven Butterfield, Chief Medical Officer, gave an update on the Medical Group, which talked about the Medical Group at a glance, access to care, service, growth, quality and people.</p>	Jake Davidson, COO and Dr. Butterfield, CMO
2:30pm	<p>Patient Story Tina Toner, Chief Nursing Officer, gave us a patient story for July, which included a story about the great care they received in the hospital. They thanked nurses, clinicians, tech and the staff member who pushed their wheelchair to/from and truly made them feel well cared for.</p>	Tina Toner, CNO
	PUBLIC COMMENT	
2:45pm	<p>Public comments are welcome orally, with a 3-minute limit, or may be submitted via email at commissioners@jeffersonhealthcare.org, or written and addressed to Commissioners at 834 Sheridan Street, Port Townsend, WA 98368. Written submissions must be received by 5:00pm the day prior to the meeting.</p>	

	Rennie O'Donnell a member of the public, talked about school-based health clinics. She advocated for Jefferson Healthcare to continue financial support for school-based health clinics.	
ACTION REQUESTED		
2:55pm	<p>Action Requested</p> <ul style="list-style-type: none"> June 18, 2025 Special Session Minutes Commissioner Dressler made a motion to amend the June 18, 2025 minutes to reflect "Commissioner Dressler noted that there is no mention of how this has affected Olympic Medical Center." under the Peninsula Health Alliance topic. <p>Commissioner Kolff seconded the motion to approve the amended minutes as discussed above. Action: Motion passed unanimously.</p> <p>Commissioner Ready made a motion to amend the June 18, 2025 minutes to reflect that an Indigenous man was hanged in a tree at the end of the golf course, and Commissioner Ready suggested that a memorial be placed in his honor.</p> <p>Commissioner Kolff seconded the motion to approve the amended minutes as discussed above. Action: Motion passed unanimously.</p> <ul style="list-style-type: none"> July 10, 2025 Special Session Minutes Commissioner Kolff made a motion to approve the July 10, 2025 minutes as discussed above. Commissioner Ready second. Action: Motion passed unanimously. Medical Staff Credentials / Appointments / Reappointments Commissioner Kolff made a motion to approve the medical staff credentials, appointments and reappointments as written. Commissioner Ready seconded. Action: Motion passed unanimously. 	Board of Commissioners
CONSENT AGENDA		
3:00pm	<p>Required Approvals: Action Requested</p> <ul style="list-style-type: none"> Resolution 2025-16 Surplus Equipment Resolution 2025-17 Canceled Warrants May & June Warrants and Adjustments <p>Commissioner Kolff made a motion to approve the Required Approvals. Commissioner Dressler seconded. Action: Motion passed unanimously.</p>	Board of Commissioners
STANDING REPORTS		

3:05pm	<ul style="list-style-type: none"> • Quality Report <p>Brandie Manuel, Chief Patient Safety & Quality Officer, gave a July quality report which included an update on our goal to deliver care guided by the best evidence, connecting with our providers, connecting with our community, increasing access to care, connecting patients with their care – sooner, the new self-scheduling feature in MyChart, the Medical Group patient experience, and finally an overview of the current projects that are occurring in the Patient Safety & Quality departments.</p>	Brandie Manuel, CPSQO
3:20pm	<ul style="list-style-type: none"> • Financial Report <p>Tyler Freeman, Chief Financial Officer, presented the May and June Financial Report which reviewed our statistics, income statement and our cash and accounts receivable. We also got a preview for July 2025.</p>	Tyler Freeman, CFO
3:35pm	<p>Break</p> <p>Commissioners recessed for break at 3:30pm Commissioners reconvened from break at 3:45pm</p>	
STANDING REPORTS		
3:50pm	<ul style="list-style-type: none"> • Construction Report <p>Jake Davidson, Chief Operating Officer, provided a project update. We reviewed a few updated photos, the construction on time / on budget with a note that we get occupancy of the building tomorrow, July 24, 2024. Lastly, the ribbon cutting, which is scheduled for August 24, 2025.</p>	Jake Davidson, COO
4:05pm	<ul style="list-style-type: none"> • Administrative Report <p>Mike Glenn, Chief Executive Officer, welcomed Elise Wright, Population Health and Government Advocacy Manager, who provided an update on Advocacy, both State and Federal.</p> <p>CEO Glenn, followed with an update on Congressional House Bill 1 (HR1), Medicaid, and how it impacts Jefferson Healthcare, healthcare in general and Washington State. He also talked through key dates presented by the Washington State Hospital Association, our four areas of focus, and previous and future events.</p>	Mike Glenn, CEO
BOARD BUSINESS		
4:30pm	<ul style="list-style-type: none"> • Board Reports <ul style="list-style-type: none"> ○ Board of Health <p>Commissioner Kolff reported that Dr. Allison Berry is currently on leave. The board discussed expanded services with inadequate reimbursement, in addition to an update on their finances. Unfortunately, they are looking at financial cuts.</p> <ul style="list-style-type: none"> ○ Discussion of updated letter from the Board concerning OPMA and OMC <p>The board discussed a letter to the public regarding the Peninsula Health Alliance.</p> <p>To ensure fairness, Commissioner Kolff will take over the rest of this discussion, which will include 1-minute timed rounds to allow</p> 	Board of Commissioners

<p>5:30pm</p>	<p>everyone on the Board to have an opportunity to speak about this topic, with consistent time allotted.</p> <p>All Commissioners agreed that Commissioner Kolff will facilitate this portion of the meeting, in 1-minute increments/rounds.</p> <p>Commissioner Kolff opened discussion to the Commissioners for their first round of 1-minute allocation.</p> <p>Commissioner Kolff made a motion to amend the following in the second sentence to state, "5 of the 6 allegations have not been confirmed as true." Board Chair Buhler Rienstra seconded the motion. Action: Two Commissioners approved with three opposed. The amendment failed.</p> <p>Commissioner Ready made a motion to amend the second paragraph to add, "This board has received a written opinion from only one law firm hired by Jefferson Healthcare on the basis of this letter, which is Ogden Murphy Wallace." Action: One Commissioner approved with four opposed. The amendment failed. The motion failed for lack of a second.</p> <p>Commissioner Kolff made a motion to amend the second sentence in conclusion number one to state, "the majority of our board had not heard anything yet about this administrative alliance proposal and asked questions about the contextual issues related to both real estate considerations and other related elements of the alliance proposal, which were protected under a nondisclosure agreement with OMC". Board Chair Buhler Rienstra seconded the amendment. Action: Four Commissioners approved with one opposed. The motion passed.</p> <p>Commissioner Kolff made a motion to amend the fourth sentence in conclusion number one to state, "And also cited the OPMA RCW allowing legal and financial risks, the discussion could have been compliant". Board Chair Buhler Rienstra seconded. Action: Four Commissioners approved with one opposed. The motion passed.</p> <p>Commissioner Kolff suggested the Board vote on the amended letter; there was no motion or second. Action: Four Commissioners approved the amended letter with one Commissioner disapproving.</p>	
---------------	---	--

	<ul style="list-style-type: none"> • Agenda Evaluation <p>The Commissioners liked the agenda topics that were covered this month and they thanked Mike Glenn and our staff for all they are doing with the current and upcoming challenges.</p>	Board of Commissioners
CONCLUDE		
5:35pm	<ul style="list-style-type: none"> • Conclude <p>Commissioner Dressler made a motion to conclude the meeting. Commissioner McComas seconded. Action: Motion passed unanimously.</p> <p>Meeting concluded at 6:13pm.</p> <p>Approved by the Commission: Chair of Commission: Jill Buhler Rienstra</p> <hr/> <p>Secretary of Commission: Marie Dressler</p> <hr/>	Board of Commissioners

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

Wednesday, August 27, 2025

Audio Only: dial Phone Conference Line: (509) 598-2842

When prompted, enter Conference ID number: 321 942 849#

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](#)

Due to multiple respiratory illnesses, Jefferson Healthcare is still highly encouraging the practice of infection protocols. You may attend this meeting virtually by accessing the information above or in person in the Sheridan Conference Room at 915 Sheridan Street. Limited seating is available.

Time:	WELCOME	Who:
2:00pm	<p>Call to Order The meeting was called to order at 2:00pm by Board Chair Buhler Rienstra. Commissioners in attendance included Commissioners McComas, Kolff, Dressler and Ready. Also, in attendance were Mike Glenn, CEO; Tyler Freeman, CFO; Jake Davidson, COO; Dr. Butterfield, CMO; Tina Toner, CNO; Molly Propst, CHRO; Brandie Manuel, CPSQO; and Brittany Huntingford, Executive Assistant.</p> <p>This meeting was officially recorded by Jefferson Healthcare.</p>	Commissioner Buhler Rienstra
	<p>Approve Agenda Commissioner Dressler made a motion to approve the agenda as proposed. Commissioner Ready seconded. Action: Motion passed unanimously.</p>	Board of Commissioners
	FOCUS REPORT	
2:00pm	<p>Washington State Hospital Association (WSHA) Update Cassie Sauer, Washington State Hospital Association President & CEO, presented to the Board, which included an update on Federal and State Challenges to Healthcare Delivery, Hospital Finances, State and Federal Policies, and What Hospitals Can Do Now.</p>	Cassie Sauer, President & CEO
2:30pm	<p>Patient Story Tina Toner, Chief Nursing Officer, gave us a patient story for August. Tina shared a note from a patient about her care from February 2025. The patient was cared for in Emergency, Surgery, ACU and later in Rehab and Orthopedics.</p>	Tina Toner, CNO
	PUBLIC COMMENT	
2:45pm	<p>Public comments are welcome orally, with a 3-minute limit, or may be submitted via email at commissioners@jeffersonhealthcare.org, or written and addressed to Commissioners at 834 Sheridan Street, Port Townsend, WA 98368. Written submissions must be received by 5:00pm the day prior to the meeting.</p> <p>Angela Gyurko shared a live public comment with the Board.</p>	
	ACTION REQUESTED	

2:55pm	<p>Action Requested</p> <ul style="list-style-type: none"> July 23, 2025 Regular Session Minutes <p>The approval of the July 23, 2025 minutes will be held for proposed edits from Commissioner Kolff and will be reviewed during the September board meeting</p> <ul style="list-style-type: none"> Medical Staff Credentials / Appointments / Reappointments <p>Commissioner Dressler made a motion to approve the medical staff credentials, appointments and reappointments as written. Commissioner McComas seconded.</p> <p>Action: Motion passed unanimously.</p>	Board of Commissioners
CONSENT AGENDA		
3:00pm	<p>Required Approvals: Action Requested</p> <ul style="list-style-type: none"> Resolution 2025-18 Surplus Equipment Resolution 2025-19 Canceled Warrants July Warrants and Adjustments Resolution 2025-20 HHHPC QAPI <ul style="list-style-type: none"> Quarterly QAPI Minutes <p>Commissioner Kolff made a motion to approve the Required Approvals. Commissioner Ready seconded.</p> <p>Action: Motion passed unanimously.</p>	Board of Commissioners
STANDING REPORTS		
3:05pm 3:20pm	<ul style="list-style-type: none"> Quality Report <p>Brandie Manuel, Chief Patient Safety & Quality Officer, gave the Aug quality report which included an update on the Strategic Plans Quality Pillar, Oversight of Infection Prevention Top Management Requirements, 2025 Program Goals and Initiatives, the Strategic Plan Service Pillar, and Patient Experience data.</p> <ul style="list-style-type: none"> Financial Report <p>Tyler Freeman, Chief Financial Officer, presented the July Financial Report which included a review of our statistics, income statement, cash and accounts receivable as well as a very high-level preview of August financials.</p>	Brandie Manuel, CPSQO Tyler Freeman, CFO
3:35pm	<p>Break</p> <p>Commissioners recessed for break at 3:28 pm Commissioners reconvened from break at 3:45pm</p>	
STANDING REPORTS		
3:50pm 4:05pm	<ul style="list-style-type: none"> Construction Report <p>Jake Davidson, Chief Operating Officer, provided a project update which included a recap on the Ribbon Cutting Event for the Castle View Entrance this past weekend, road improvements to Cleveland Street, On Time- On Budget, Milestones, and New Services & Recruitment.</p> <ul style="list-style-type: none"> Administrative Report <p>Mike Glenn, Chief Executive Officer, welcomed Elise Wright, Population Health and Government Advocacy Manager, who</p>	Jake Davidson, COO Mike Glenn, CEO

	provided an update on the Ribbon Cutting Event for the Castle View Entrance this past weekend, Rural Advocacy Days in DC and Connections with Legislative teams, our overall advocacy and outreach work, an update on OMC, focus shift- building the building to building the business, Rural Transformation, and Other.	
BOARD BUSINESS		
4:30pm	<ul style="list-style-type: none"> • Board Reports <ul style="list-style-type: none"> ○ Board of Health 	Board of Commissioners
5:30pm	<p>Commissioner Kolff shared an update from the August 21st Board of Health meeting that included concerns around the fees for public health visits from the County, increase in Covid cases, and Confirmed pertussis cases diagnosed in Jefferson and Clallam Counties.</p> <ul style="list-style-type: none"> ○ OMC NDA <p>Commissioner Buhler Rienstra addressed the NDA that had been in place regarding the OMC and shared with the public bullets 12, 13, and 14 from the NDA.</p> <p>The consensus of the board was to release the document discussed during the meeting</p> <ul style="list-style-type: none"> • Agenda Evaluation <p>The board members shared their appreciation for all of the work the staff and leadership have done, and gratitude for the presentations shared.</p>	Board of Commissioners
CONCLUDE		
5:35pm	<ul style="list-style-type: none"> • Conclude <p>Commissioner Dressler made a motion to conclude the meeting. Commissioner Kolff seconded. Action: Motion passed unanimously.</p> <p>Meeting concluded at 5:36 pm.</p>	Board of Commissioners

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

FROM: Medical Staff Services
RE: 09/16/25 Medical Executive Committee appointments/reappointments for Board approval 09/24/25

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 or not to appoint new medical staff members or to continue current members of the medical staff.

JHC Active Initial Appointments

Yan, Tony, DDS - Dental Clinic

Allied Initial Appointments

1. N/A

Courtesy Initial Appointments

1. Chang, Sean, MD - TeleRadiology - REAL RADS
2. Zhu, Brian, MD - TeleRadiology - REAL RADS
3. Shoujaa, Adham, MD - TeleRadiology - REAL RADS
4. Johnson, Germaine, MD - TeleRadiology - SKAGIT
5. Jafri, Syed, MD - Tele-Psychiatry – Array
6. Naseem, Nishath, MD – Tele-Neurology - Providence

Locums

1. N/A

Allied Health/Per Diem

1. Kosanda, Scott, CRNA - Per Diem Anesthesia

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

1. Torres, Frank, MD – Cardiology
2. Rowan, Brianne, MD - Family Planning/POCUS

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

1. Cambron, Laurence, MD - Diagnostic Radiology/Telerad - SKAGIT
2. Cline, Kelley, MD - Diagnostic Radiology - SKAGIT
3. Desai, Muneer, MD - Diagnostic Radiology/Teleradiology - SKAGIT
4. Fortney, Michael, MD - Teleradiology - SKAGIT
5. Grant, Kristin, MD - Teleradiology - SKAGIT
6. Harrison, Scott, MD - Diagnostic Radiology/Teleradiology - SKAGIT

FROM: Medical Staff Services
RE: 09/16/25 Medical Executive Committee appointments/reappointments for Board approval 09/24/25

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 or not to appoint new medical staff members or to continue current members of the medical staff.

7. Kincaid, Jesse, MD - Diagnostic Radiology/Teleradiology - SKAGIT
8. Kiviat, Leah, MD - Diagnostic Radiology - SKAGIT
9. Kuo, Jarret, MD - Teleradiology - REAL RADS
10. Xue, Feiyu, MD - Diagnostic Radiology/Teleradiology - SKAGIT
11. Yu, Aaron, MD - Teleradiology - SKAGIT
12. Rontal, Andrew, MD - Teleneurology - PROVIDENCE
13. Advani, Tushar, MD - Telepsychiatry - ARRAY
14. Conner, Timothy, MD - Teleradiology -REAL RAD
15. Grennan, Jason, MD - Teleradiology -REAL RAD
16. Henley, David, MD - Teleradiology -REAL RAD
17. Jaksha, Jonathan, MD - Teleradiology -REAL RAD
18. Quraishi, Mohammed, MD - Teleradiology -REAL RAD
19. Smith, Stanley, MD - Teleradiology -REAL RAD
20. St. Clair, Shannon, MD - Teleradiology -REAL RAD

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

1. N/A

Recommended re-appointment to the LOCUMS staff with privileges as requested:

1. N/A

Recommended re-appointment to the PER DIEM staff with privileges as requested:

Recommended Temporary Privileges:

1. N/A

Recommended POCUS Privileges:

1. N/A

Medical Student Rotation:

1. N/A

Disaster Privileging

1. N/A

FROM: Medical Staff Services
RE: 09/16/25 Medical Executive Committee appointments/reappointments for Board approval 09/24/25

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 or not to appoint new medical staff members or to continue current members of the medical staff.

Added Privileging

1. N/A

90-day provisional performance review completed successfully:

1. Iancu, Mihai, MD - Tele-Radiology only - SKAGIT

Resignations:

1. Tinley, Colum, CRNA – Anesthesiology - Effective 10/4/25
2. Stone, Shawn, MD - Diagnostic Radiology - REAL RAD – Effective 10/31/25
3. Reed, Jonathan, MD - Diagnostic Radiology- REAL RAD – Effective 10/31/25
4. Rogers, Jason, MD - Diagnostic Radiology- REAL RAD – Effective 10/31/25
5. Dwijendra, Sean, MD - Diagnostic Radiology – SKAGIT – Effective 5/31/25
6. Lawrence, Jay, DO - Emergency Medicine – Effective 8/31/25
7. Williams, Coreen, ARNP – Wound Care – Effective 9/4/25

Policies and Privileges

Annual Review of Policies

1. N/A

Revised Policies

1. Pathologic Examination of Tissue and Cytology
2. Medical Staff Rules and Regulations Policy

Annual Med Staff Policy Review

1. N/A

New Policies

1. N/A

Med Staff Delineation of Privileges Review

1. Dermatology privileges - Draft

New Privileges

1. N/A

Bi-Annual Review of Privileges

1. N/A

Revised/Updated Privileges

FROM: Medical Staff Services
RE: 09/16/25 Medical Executive Committee appointments/reappointments for Board approval 09/24/25

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 or not to appoint new medical staff members or to continue current members of the medical staff.

1. N/A

Annual P&T Committee Policies/Reports

1. Antimicrobial Stewardship Goals report
2. Abbreviations- Use of
3. Drug Diversion
4. Drug Samples
5. Hazardous Pharmaceutical Waste
6. Medication, Security and Access
7. Outsourced Compounding
8. Pharmaceutical Sales Representatives
9. Pharmacy Ancillary Personnel Utilization Plan – Community
10. Pharmacy Ancillary Personnel Utilization Plan – Hospital
11. Pharmacy Management of Vancomycin Dosing
12. Remote Processing of Medication Orders
13. Scope of Service for the Anticoagulation Services Outpatient Clinic - -RN- Nursing Methodologies
14. Tobacco Free Environment Policy
15. Community Pharmacy MED Project
16. Controlled Substance Accountability
17. High Alert and Look-Alike- Sound-Alike Medications
18. Medication Cold Chain Management During Power Outages for Non-Emergency Power Assets
19. RETAIL PHARMACY- PATIENT MEDICATION RECORD SYSTEM
20. SPECIALTY PHARMACY EMERGENCY PREPAREDNESS
21. SPECIALTY PHARMACY- EQUIPMENT & SUPPLIES USED IN THE CARE OF A PATIENT
22. SPECIALTY PHARMACY EXPERIMENTAL-INVESTIGATIONAL DRUGS
23. SPECIALTY PHARMACY HAZARDOUS DRUGS
24. SPECIALTY PHARMACY HAZARDOUS MATERIALS
25. SPECIALTY PHARMACY INCIDENT REPORTING
26. SPECIALTY PHARMACY MEDICATION STORAGE
27. SPECIALTY PHARMACY PERFORMANCE IMPROVEMENT PLAN
28. SPECIALTY PHARMACY PHARMACEUTICAL RECALL
29. SPECIALTY PHARMACY- PHARMACY EQUIPMENT
30. SPECIALTY PHARMACY- PHARMACY PATIENT EDUCATION (2)
31. SPECIALTY PHARMACY RECORDS
32. SPECIALTY PHARMACY RISK EVALUATION AND MITIGATION STRAGIES -REMS
33. SPECIALTY PHARMACY SAFETY MANAGEMENT

FROM: Medical Staff Services

RE: 09/16/25 Medical Executive Committee appointments/reappointments for Board approval 09/24/25

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 or not to appoint new medical staff members or to continue current members of the medical staff.

JEFFERSON COUNTY PUBLIC HOSPITAL DISTRICT NO. 2
RESOLUTION 2025-21

A RESOLUTION CANCELING CERTAIN WARRANTS IN
THE AMOUNT OF \$4522.87

WHEREAS warrants of any municipal corporation not presented within one year of their issue, or, that have been voided or replaced, shall be canceled by the passage of a resolution of the governing body;

NOW, THEREFORE BE IT RESOLVED THAT:

In order to comply with RCW 36.22.100, the warrants indicated below in the total amount of \$4522.87 to be canceled.

Date of Issue	Warrant #	Amount
08.01.2024	309564	59.80
08.01.2024	309569	75.00
08.08.2024	309709	100.00
08.08.2024	309710	1,715.64
08.08.2024	309711	18.85
08.08.2024	309712	13.38
08.08.2024	309713	2,402.70
08.15.2024	310022	137.50
Total		\$4522.87

APPROVED this 24th day of September 2025.

APPROVED BY THE COMMISSION:

Commission Chair Jill Buhler Rienstra: _____

Commissioner Marie Dressler: _____

Attest:

Commissioner Matt Ready: _____

Commissioner Kees Kolff: _____

Commissioner Bruce McComas: _____

JEFFERSON HEALTHCARE
834 SHERIDAN AVENUE
PORT TOWNSEND, WA 98368

TO: BOARD OF COMMISSIONERS
FROM: TYLER FREEMAN, CFO
RE: August 2025 WARRANT SUMMARY

The following items need to be approved at the next commission meeting:

General Fund Warrants & ACH Transfers	\$24,471,455.04	(Provided under separate cover)
Allowance for Uncollectible Accounts / Charity	\$635,219.00	(Attached)
Canceled Warrants	4,522.87	(Attached)

**JEFFERSON HEALTHCARE
834 SHERIDAN AVENUE
PORT TOWNSEND, WA 98368**

**TO: BOARD OF COMMISSIONERS
FROM: TYLER FREEMAN, CFO
RE: August 2025 GENERAL FUND WARRANTS & ACH
FUND TRANSFERS**

Submitted for your approval are the following warrants:

GENERAL FUND:

317152 - 317669 \$8,361,310.78

ACH TRANSFERS \$16,110,144.26

\$24,471,455.04

YEAR-TO-DATE: \$205,166,643.28

Warrants are available for review if requested.

JEFFERSON HEALTHCARE
834 SHERIDAN AVENUE
PORT TOWNSEND, WA 98368

TO: BOARD OF COMMISSIONERS
FROM: TYLER FREEMAN, CFO
RE: August 2025 ALLOWANCE FOR UNCOLLECTIBLE ACCOUNTS, ADMINISTRATIVE, AND CHARITY CARE WRITE OFFS

Submitted for your approval are the following:

	August	August YTD	August YTD BUDGET
Allowance for Uncollectible Accounts:	216,000.00	3,539,145.00	4,394,496.00
Charity Care:	385,101.00	3,619,054.00	3,447,270.00
Other Administrative Adjustments:	34,118.00	313,381.00	441,087.00
	<hr/>		
TOTAL FOR MONTH:	635,219.00	7,471,580.00	8,282,853.00
	<hr/> <hr/>		

**JEFFERSON HEALTHCARE
834 SHERIDAN AVENUE
PORT TOWNSEND, WA 98368**

**TO: BOARD OF COMMISSIONERS
FROM: TYLER FREEMAN, CFO
RE: August 2025 WARRANT CANCELLATIONS**

State law requires you to pass a resolution canceling any warrants which are not presented to the Treasurer for payment within one year of issue.

DATE	WARRANT	AMOUNT
08/01/2024	309564 FBO HOSPITAL DISTRICT #2	59.80
08/01/2024	309569 FBO HOSPITAL DISTRICT #2	75.00
08/08/2024	309709 FBO HOSPITAL DISTRICT #2	100.00
08/08/2024	309710 FBO HOSPITAL DISTRICT #2	1,715.64
08/08/2024	309711 FBO HOSPITAL DISTRICT #2	18.85
08/08/2024	309712 FBO HOSPITAL DISTRICT #2	13.38
08/08/2024	309713 FBO HOSPITAL DISTRICT #2	2,402.70
08/15/2024	310022 FBO HOSPITAL DISTRICT #2	137.50

	August 2025 Actual	August 2025 Budget	Variance Favorable/ (Unfavorable)	%	August 2025 YTD	August 2025 Budget YTD	Variance Favorable/ (Unfavorable)	%	August 2024 YTD
Gross Revenue									
Inpatient Revenue	4,126,977	4,006,870	120,107	3%	29,949,843	30,451,016	(501,173)	-2%	27,683,962
Outpatient Revenue	31,884,911	35,369,296	(3,484,385)	-10%	268,825,646	271,681,068	(2,855,422)	-1%	246,342,616
Total Gross Revenue	36,011,887	39,376,165	(3,364,278)	-9%	298,775,490	302,132,084	(3,356,594)	-1%	274,026,579
Revenue Adjustments									
Cost Adjustment Medicaid	2,396,987	2,076,942	(320,044)	-15%	18,786,675	15,936,314	(2,850,361)	-18%	16,597,460
Cost Adjustment Medicare	13,719,490	15,212,065	1,492,575	10%	117,816,933	116,721,700	(1,095,233)	-1%	107,666,803
Charity Care	385,101	449,275	64,174	14%	3,619,054	3,447,270	(171,784)	-5%	3,220,218
Contractual Allowances Other	2,616,722	3,528,273	911,551	26%	25,422,099	27,072,331	1,650,232	6%	23,517,603
Administrative Adjustments	34,118	57,486	23,368	41%	313,381	441,087	127,706	29%	907,016
Allowance for Uncollectible Accounts	216,000	572,724	356,724	62%	3,539,145	4,394,496	855,351	19%	2,950,958
Total Revenue Adjustments	19,368,418	21,896,765	2,528,347	12%	169,497,286	168,013,197	(1,484,089)	-1%	154,860,057
Net Patient Service Revenue	16,643,469	17,479,400	(835,931)	-5%	129,278,203	134,118,887	(4,840,683)	-4%	119,166,521
Other Revenue									
Pharmacies	745,797	629,072	116,724	19%	5,294,485	5,032,579	261,906	5%	3,900,544
Grants	102,548	24,422	78,126	320%	338,962	195,379	143,583	73%	335,005
Other Operating Revenue	82,419	72,772	9,646	13%	668,335	582,179	86,156	15%	745,951
Total Operating Revenues	17,574,233	18,205,667	(631,434)	-3%	135,579,986	139,929,024	(4,349,038)	-3%	124,148,021
Operating Expenses									
Salaries And Wages	8,099,707	8,626,675	526,968	6%	63,986,202	66,412,199	2,425,997	4%	58,672,028
Employee Benefits	1,758,958	1,865,196	106,238	6%	14,208,459	14,900,131	691,672	5%	12,839,161
Professional Fees	759,343	625,967	(133,376)	-21%	5,638,808	4,319,247	(1,319,561)	-31%	4,372,250
Purchased Services	758,724	1,304,558	545,834	42%	6,688,887	10,212,152	3,523,265	35%	8,946,441
Supplies	4,133,268	3,671,513	(461,755)	-13%	30,470,175	28,333,757	(2,136,418)	-8%	25,452,245
Insurance	227,945	144,466	(83,479)	-58%	1,279,336	1,155,725	(123,611)	-11%	1,165,761
Leases And Rentals	110,649	119,990	9,341	8%	797,774	959,920	162,145	17%	580,243
Depreciation And Amortization	618,174	926,023	307,849	33%	4,377,794	4,524,430	146,636	3%	3,833,462
Repairs And Maintenance	120,168	117,635	(2,533)	-2%	877,903	906,776	28,873	3%	834,617
Utilities	169,177	152,180	(16,997)	-11%	1,282,747	1,214,484	(68,263)	-6%	995,745
Licenses And Taxes	308,623	160,040	(148,583)	-93%	1,583,724	1,280,323	(303,401)	-24%	1,398,380
Other	312,095	341,817	29,721	9%	3,237,062	2,726,740	(510,322)	-19%	2,167,586
Total Operating Expenses	17,376,830	18,056,059	679,229	4%	134,428,871	136,945,884	2,517,013	2%	121,257,919
Operating Income (Loss)	197,403	149,608	47,795	32%	1,151,114	2,983,140	(1,832,026)	-61%	2,890,102
Non Operating Revenues (Expenses)									
Taxation For Maint Operations	44,853	45,833	(980)	-2%	358,522	366,667	(8,145)	-2%	352,303
Taxation For Debt Service	-	-	-	0%	-	0	-	0%	0
Investment Income	275,568	291,070	(15,502)	-5%	2,530,391	2,328,560	201,831	9%	4,393,031
Interest Expense	(609,805)	(588,257)	(21,549)	-4%	(4,791,747)	(4,706,053)	(85,694)	-2%	(4,687,615)
Bond Issuance Costs	-	-	-	0%	(72,750)	0	(72,750)	0%	-
Gain or (Loss) on Disposed Asset	-	-	-	0%	8,743	-	8,743	0%	-
Contributions	11,329	513,249	(501,920)	-98%	5,833,006	4,105,990	1,727,016	42%	2,979,439
Total Non Operating Revenues (Expenses)	(278,055)	261,896	(539,951)	-206%	3,866,166	2,095,164	1,771,002	85%	3,037,157
Change in Net Position (Loss)	(80,652)	411,503	(492,155)	-120%	5,017,280	5,078,304	(61,024)	-1%	5,927,259