



# Kittitas County Public Hospital District #2

## BOARD MEETING MINUTES

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Meeting Date: Monday: February 20, 2017  
Minutes of: Regular Meeting of the Board of Commissioners  
Meeting Place: KVH Family Medicine - Cle Elum  
Minutes Submitted By: Libby Allgood, Superintendent

### **Call to Order:**

Regular Meeting: Call to order was made by Floyd Rogalski at 6:30 p.m.

### **Introductions:**

Commissioners Floyd Rogalski, Hartwig Vatheuer, Fred Benjamin, Claire Nicholls; staff members Julie Petersen, Libby Allgood

### **Approval of Agenda:**

Action: A motion was made by Commissioner Vatheuer and seconded by Commissioner Benjamin to approve the agenda. Motion carried.

### **Approval of Minutes:**

Action: A motion was made by Commissioner Nicholls and seconded by Commissioner Vatheuer to approve the minutes of the January 16, 2017 Board Meeting as amended. Motion carried.

### **Public Comments/Announcements/Correspondence:**

None provided.

### **Operations Report:**

Commissioners reviewed written operations report. Volumes are down relative to the previous year. 20 stipend shifts were reported for the month compared to a budget of 30.

Mr. Scherer reported that he has been working with KVFR on a transfer policy/agreement for KVH hospital transfers which should result in an increase in ambulance runs. He is also working with King County on a formal written transfer agreement for patients treated in King County by our medic unit at Snoqualmie Pass.

### **Superintendent's Report:**

Superintendent Petersen reported that the DOH conducted a survey at Kittitas Valley Healthcare the week of February 13<sup>th</sup>. They also reviewed Urgent Care. There were a few items identified for improvement but overall the survey was very positive.

Superintendent Petersen discussed the current advertisement and suggested that the focus be changed to EMS staff members. Commissioner Benjamin requested that photos of current staff be made available to Commissioners.

Superintendent Petersen reported that Dr. Norman Wood has joined the provider staff at Family Medicine Cle Elum.

Superintendent Petersen requested that Rhonda Holden, CAO at Kittitas Valley Healthcare provide a report on Virtual Care. Since the Virtual Care service began in April of 2016 there have been 129 patients with approximately 7% coming from Upper Kittitas County.

Superintendent Petersen reported that staffs of Fire District 7 and KVFR have been discussing the blending of various fire districts in Kittitas County. At this point no elected commissioners have been involved in the discussions.

Reports for Cle Elum Free Clinic were reviewed.

**Finance Report:**

The Financial Statements for January 2017 were reviewed by the Commissioners. Actual versus budgeted revenue and expense variances were reviewed and discussed. Commissioner Vatheuer noted that depreciation expense exceeded budget in January and requested a review to identify reason for variance.

Updated Dashboard was reviewed and approved. Information on Passed Calls will be provided by Geoff Sherer for inclusion in future dashboards.

The Check Manifest was presented for review and discussion.

Action: A motion was made by Commissioner Nicholls and seconded by Commissioner Vatheuer to approve the checks. Motion carried.

**Unfinished Business:**

Libby Allgood reported that the State Auditor's Accountability Audit of years 2013-2015 resulted in no Findings or Management Letter items. Recommended policies for Small and Attractive Assets and Training were reviewed. Commissioners requested Capital Policy to be changed to apply to individual items of \$5,000 or more with useful life of at least three years.

Libby Allgood provided six month analysis of the second 24 hour ambulance. Commissioners requested update every six months.

Commissioners requested that a link to a survey regarding Virtual Care be included in the next District 2 mailer and also that a hard copy of the survey be available at various local establishments.

**New Business:**

There was no report on the January 24, 2017 Cle Elum City Council meeting.

**Announcements:**

The next regularly scheduled board meeting will be March 20, 2017.

**Executive Session:**

At 7:37p.m. the meeting was adjourned into Executive Session for fifteen minutes to discuss Real Estate per RCW 42.30.110(b).

At 7:52p.m. the meeting was reconvened into Open Session.

With no further business or action the meeting was adjourned at 7:53p.m.