



# Kittitas County Public Hospital District #2

## BOARD MEETING MINUTES

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Meeting Date: Monday: May 21, 2018  
Minutes of: Regular Meeting of the Board of Commissioners  
Meeting Place: KVH Family Medicine - Cle Elum  
Minutes Submitted By: Rhonda Holden, Ancillary Operations

### **Call to Order:**

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

### **Introductions:**

Commissioners: Floyd Rogalski, Hartwig Vatheuer, Kevin Nicholson, Claire Nicholls.  
Superintendent: Julie Petersen; Treasurer: Libby Allgood; Ancillary Operations: Rhonda Holden;  
EMS Manager: Geoff Scherer. Absent: Commissioner Fred Benjamin

### **Approval of Agenda:**

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

### **Approval of Minutes:**

Action: The minutes of the April 16, 2018 were amended to reflect that Commissioners Vatheuer was absent from the meeting. A motion to approve the amended minutes was made by Commissioner Rogalski and seconded by Commissioner Nicholson. Motion carried.

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

### **Operations Report:**

The Commissioners reviewed the written operations report for April 2018, noting a significant increase in calls compared to April 2017 and a steady decline in stipend shifts.

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

Julie Petersen reviewed her written report, highlighting WSHA's Annual Rural Leadership Conference June 24-27. Hospital District #1 Commissioners have invited Hospital District #2 Commissioners to join them for dinner Monday evening of the conference. Commissioners Vatheuer and Nicholson plan to attend. Julie also reported on her recent phone call with Swedish regarding specialty services. They have found the necessary capital to fund telemedicine opportunities operating out of the spaced leased from Hospital District #2. They will likely bring forward a request to amend the facility by closing the hallway between their leased suite and diagnostic services and are aware such a proposal will need prior approval.

**Finance Report:**

The financial statements for April 2018 were reviewed by the Commissioners, including a review of actual versus budgeted revenue and expense variances.

Libby updated the Commissioners on the GEMT program and noted she has submitted an application on behalf of Hospital District #2. It is anticipated the district may receive \$100,000 from this program.

In addition to this, Hospital District #2 is participating in the Accountable Communities of Health (Federal 115 Waiver) and will receive approximately \$1000/year for three years.

The 2017 financial audit by Dingus, Zarecor and Associates has been completed. There was a clean opinion and there were no audit findings. The reports will be distributed at the June Board meeting

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

**Ancillary Report:**

In addition to the written report Rhonda Holden reviewed volumes for the Urgent Care for March and April of 2018 compared to 2017.

Rhonda also shared that Fire District 51 has not formally met to review the proposal for an Urgent Care at Snoqualmie Pass, but the initial indication from Chief Wiseman is that the modifications to the building would be too extensive for this to be approved.

**Old Business:**

Libby Allgood submitted a six month analysis of the second 24 hour ambulance. She also noted that the district will see significant savings with the change in benefits to LEOFF.

Rhonda Holden provided a written analysis of the cost to extend the urgent care to 24 hours, which projected an annual loss of over \$200,000. The loss is due to the lack of anticipated volume during the night shift.

Geoff Scherer reviewed the ambulance drawings submitted by Braun for a new ambulance. Commissioners directed EMS Manager to obtain an official bid on a 4WD ambulance and bring the bid to the meeting in June.

The existing site and preliminary site plans were presented by architects Erik Dodge and Brian Andringa from KDF Architecture. Three options for the master site plan were presented for review. Each option presented allowed space for new ambulance quarters, an assisted living facility, and adequate parking, while preserving the ability to expand the clinic for future development if needed. The Commissioners listed that ambulance bay and crew quarters were the likely priority and requested to review the plans again at the June meeting.

Board Succession Planning is being developed and Rhonda Holden requested that the Commissioners fill out the Board Composition Matrix and return to her. She will then compile them into one document.

**New Business:**

Libby Allgood reviewed the 2007 LTGO Refunding opportunity that occurs June 1, 2018 and December 1, 2018 and each year thereafter. Refinancing would save approximately \$305,000 over the life of the loan with refinance costs of approximately \$20,000 and \$15,000 for Bond Counsel. The Commissioners directed Libby to follow up with Cashmere Bank for additional information and to see if they would approve a refinance before December 1, 2018.

Rhonda Holden shared that Hospice Friends is looking to relocate their Cle Elum office and have inquired about the possibility of utilizing the Pasa House. Hospice Friends does carry liability insurance. The Commissioners approved Hospice Friends utilizing the space as long as the district does not incur any additional liability and Hospice Friends pays for their utility expense.

Next meeting date: June 18, 2018

**Announcements:**

**Executive Session:**

There was no executive session.

There being no further business the meeting was adjourned at 8:05 p.m. by Commissioner Rogalski.