

**HARBOR REGIONAL HEALTH COMMUNITY HOSPITAL
BOARD OF DIRECTORS REGULAR MEETING
January 25, 2022**

COMMISSIONERS (Voting)

- (X) Michael Bruce, District 2
- (X) Chris Thomas, District 1
- (X) Scott Dilley, At Large 2
- (X) Lynn Csernotta, District 3
- (X) David Quigg, At Large 1
- (X) Andrew Bickar, District 4
- (X) John Shaw, District 5

OTHERS (Non-Voting)

- (X) Tom Jensen, CEO
- (X) Niall Foley, CFO
- (X) Dr. Anne Marie Wong, CMO
- (X) Dori Unterseher, Interim CNO
- (X) Elizabeth Tschimperle, Exec. Dir. HMG
- (X) Chris Majors, Director Public Relations
- (X) Dr. Charles Best, Chief of Staff
- () Dr. Rachel Sell, Chief of Staff Elect
- (X) Cindy Reynolds, Exec. Asst.

Members of the Public

EDUCATION

The January Board Education, Information Technology Security Update, was provided by Mr. Brad Wallace, Director of Information Technology.

WELCOME

Mr. John Shaw has been appointed as the new District 5 Aberdeen Commissioner. Mr. Shaw was introduced and welcomed to the Hospital Commission.

CALL TO ORDER

Chairman Bruce called the meeting to order at 6:00p. Due to the COVID Pandemic's ongoing restrictions, today's meeting was conducted via Zoom.

CONSENT AGENDA

Submitted under the Consent Agenda were the Hospital Board Draft Minutes of December 28, 2021.

ACTION: A motion was made by Commissioner Quigg, seconded by Commissioner Dilley, and unanimously carried to approve the Consent Agenda.

BOARD DISCUSSION AND ACTION

Chairman's Report

WSHA Governance Education

Commissioners were reminded to submit their 2021 WSHA Governance Education hours into the WSHA portal.

WSHA and Legislative Advocacy Week

Chairman Bruce reported that he and Mr. Jensen are participating this week in the WSHA Hospital Advocacy Week zoom meetings with state representatives and legislators. Topics discussed with these state leaders are hospital workforce and staffing issues, surrogate decision making, and hospital based facility fee legislation.

Medical Staff Credentialing

The January Medical Staff Credentials meeting was postponed until February.

COMMITTEE REPORTS

Board Quality Report

Commissioner Quigg provided report on the December Board Quality Committee meeting. Of note;

- 1) Ms. Dori Unterseher was introduced to the Committee as the new Interim Chief Nursing Officer. Mr. Unterseher replaces former CNO, Melanie Brandt, who has moved into the Director of Infection Control position.
- 2) Standing items of monthly, quarterly, semi-annual reports were received and reviewed.
 - o Quality, Risk, and Compliance report which included monthly Grievance and Complaint reports
 - o ED Left without Being Seen
 - o HCAHPS
 - o Policies were reviewed and approved;
 - ✓ QRC100 Quality Management System
 - ✓ QRC101 Quality Management System Manual
- 3) Ms. Melanie Sturgeon, former Board Commissioner, will be serving on the Ethics Committee and will be serving as the Patient/Family Advocate for the Ethics Committee.
- 4) The Quality Assurance Performance Improvement Annual Plan for 2022 (QAPI) was presented and reviewed. The full report was provided previously to the Commissioners for review in preparation of this meeting.

ACTION: A motion was made by Commissioner Quigg, seconded by Commissioner Dilley, and unanimously carried to approve the Quality Assurance Performance Improvement Annual Plan for 2022 as presented.

Commissioner Dilley expressed gratitude to Mr. Jason Halstead for the extensive work put forth on the QAPI Annual Plan citing the report is exceptional.

Chairman Bruce requested the Board Quality and Board Finance Committees invite Commissioner Shaw to participate on their Committees in the event an appointed Commissioner requests to be excused.

Board Finance Report

Commissioner Bickar reported there was no January Board Finance meeting due to year-end financial preparations. Mr. Foley reported a reduction of surgical services will be seen in January and February due to the Governors Proclamation postponing elective surgeries from January 17 through February 17.

Chairman Bruce appointed Commissioner Shaw to the Board Finance Committee to fill the third seat.

GHCH Board Foundation Report

Commissioner Thomas provided report on the January Board Foundation meeting. Of note;

- A quarterly financial investment report was received.
- Election of 2022 Officers was held.
 - Board Chair; Miles Longenbaugh
 - Board Vice Chair; Chris Thomas
 - Board Secretary; Becky Walsh
 - Board Treasurer; Sharon Taylor
- Discussion was held on fundraising campaign with an adhoc team being assembled to begin planning and preparations for an online fundraising event.
- Discussion held on possible future scholarships. Review of the Foundation's Bylaws and Charter will be conducted prior to moving forward.
- A brief update was received from the organization's CEO. The hospital is working collaboratively with the local school districts to highlight healthcare career opportunities for local students.
- November financials were presented and reviewed.
 - A grant for \$60k was received. Details on the use of the funds is forthcoming.

Highlights for November 2021

Cash and Other Assets;	\$ 8,594,061
Revenue;	\$ (117,179)
Expenses;	\$ 5
Net income (Loss);	\$ (117,184)

Executive Suite Summary Report

Submitted was the Executive Suite Summary Report, as well as the HMG Provider Report for January. Of note;

- Ms. Dori Unterseher has hit the ground running in the role of Interim Chief Nursing Officer. Dori has developed and led the Nursing Assistant Program with the school districts where students are trained at the hospital.

OLD BUSINESS

None.

NEW BUSINESS

Board Education

The February Board Education selected was a Human Resources Update to be presented by Ms. Julie Feller, Executive Director of Human Resources.

City Council of Hoquiam Meeting

Commissioner Bickar provided update on the meeting held with the City Council of Hoquiam on January 24th. The City Council invited the hospital to provide a presentation and to field questions from the group specifically relating to the hospital's divert process and its' staffing challenges. It was clear during the meeting the Council is passionate about quality healthcare services for their community. Commissioner Quigg stated Dr. Julie Buck, Director GH EMS, was an excellent addition to the discussion. Chairman Bruce reported he will meet further with Hoquiam Mayor Winkelman.

GOOD OF THE ORDER

None.

PUBLIC COMMENT – General Topics

Chairman Bruce reported no public questions or comments were received in advance of the meeting.

ADJOURNMENT

Chairman Bruce called for meeting adjournment.

All Board members were in unanimous agreement to adjourn the meeting.

The meeting adjourned at 6:39pm.

MINUTES AND ATTACHMENTS APPROVED AND ADOPTED THIS 22nd day of February, 2022.

ATTEST:



Cindy Reynolds
Executive Assistant



Commissioner Thomas
Board Secretary