

**GARFIELD COUNTY HOSPITAL DISTRICT
BOARD OF COMMISSIONERS
REGULAR MEETING**

January 6, 2010

Meeting called to order at: 18:05

Present: Roger Dumbeck, Jenness Evanson, Pat Richardson, Vonni Mulrony, Jim Maves

Staff & Guests: Andrew Craigie, Karen Hill, Michele Beehler, Shannon Jones, Glenn Houser, Alicia Ruchert, Barbra Essen, Chris Munoz

PRESENTATIONS

1. Conflict of Interest Statement: No one has indicated any conflict of interests at this time.
2. Oath of Office: Pat Richardson administered the Oath of Office to Jenness Evanson, The Board of Commissioners Welcomes Jenness
3. Consent Agenda:
 - a. Minutes Board of Commissioners Minutes Dec 2, 2009
 - b. Minutes Finance Committee Minutes December 31, 2009
 - c. Quality Team Minutes December 9, 16, 23, 30, 2009
 - d. Safety Committee Minutes Dec 17, 2009
 - e. Warrant ApprovalMotion was made by Vonni, and seconded by Jim to approve all items on the consent agenda and they are approved with all in favor.
4. Quality
 - a. South East Washington Economic Development Association (SWEDA) –how our community is changing and what we can expect as we prepare to serve the community in the future
 - b. DSHS Long Term Care Licensing Survey: There were about ten issues, mostly concerning policies and procedures and no resident care issues.
 - c. Fire Marshall re-inspection and deficiency free Nursing Home Survey
5. HUGS
 - a. Karen Hill gives a brief update on HUGS auxiliary activities. The new washer has been installed today. The new automatic doors will be installed on Jan 19 and 20th. HUGS volunteers helped at the Christmas party that had a wonderful time and great turn out. No bills for this month.
6. Medical Staff
 - a. Jim Maves: Nothing of significance, there were some pricing information presented for the wish list of needed equipment. On the list is a second bedside monitor, infant warmer, fetal monitor and bladder scanner, fluid warmer, and bear hugger-body warmer.
7. Safety Committee
 - a. Andrew Craigie: Main focus was the emergency response plan, which has now been updated and the nursing staff is having training all week.
 - b. The other main focus is putting together a training module for the annual trainings that can be accessed and completed online with questions to demonstrate individual competence and compliance with annual training standards.
8. Finance Committee Report by Shannon Jones:

- a. Welcome Barbra Essen as the new Finance Committee member.
- b. The Capital Improvement Reserve Fund is now at \$77K.
- c. The State Auditors Office (SAO) will be here for the exit interview on Jan 7, 2009 at 3:00pm in Rm. 8.
- d. Generator is done and installed and we have passed electrical inspection.

Public Comment: None

BUSINESS

1. Election of New Officers: The Commissioners need to appoint a new President and Secretary.
 - a. Motion made by Vonni to nominate Roger Dumbeck as President and seconded by Jim and approved.
 - b. Motion made by Vonni to nominate Jim Maves as Secretary and seconded by Jenness and approved.
2. Medical Staff Bylaws: Medical staff bylaws have been revised and are presented for your review and consideration, the revisions will be presented to the Medical Staff at their January meeting, commissioners will be asked to adopt them at February's regular meeting.
3. Addition of New Holidays: Administration is recommending the addition of two Federal holidays to the recognized holidays of the district. It is expected that this will reduce our annual PTO liability by a minimum of \$12,000.00 annually. Motion made by Vonni to approve the recommendation and seconded by Jenness, approved.
4. DataPro Software Upgrade Agreement: The finance committee is recommending approval of an agreement with our Time and Attendance system vendor for a software upgrade. The cost of the upgrade is \$8,078.90 including credit on our annual maintenance agreement valued at \$3,175. Motion made by Roger to approve the recommendation and seconded by Roger, approved.
5. Resolution 10-01 Commitment to Effective Governance: Commissioners will consider a resolution to develop and adopt standards for the effective governance of the District. Motion made by Roger and seconded by Vonni to adopt Resolution 10-01, approved.
6. Resolution 10-02 Budget Amendment Year-end 2009: Commissioners will consider a Budget Amendment required by statute to adjust the year-end budget to match actual revenues and expenditures. Motion made by Vonni to approve Resolution 10-02 with corrections indicated and seconded by Roger, Approved.

ADMINISTRATOR

1. Reports & Correspondence:
 - a. Media/Website
 - b. RHQN Quality news letter
 - c. Legislative Upgrade
 - d. CEO and Trustee Summit April 13 & 14
 - e. Quality & Safety WSHA Webcast Jan 26, noon
 - f. Schedule Open Door to the Board: Next open door to the board is scheduled for January 25, 2010 from 9-11am and will be staffed by Jenness Evanson and Roger Dumbeck.

Next meeting will be February 3, 2010

Brief Recess

Executive Session Convened 20:19 pm:

Executive Session: RCW 42.30.110(g) to evaluate the qualifications of an applicant for public employment or to review the performance of a public employee. No Decisions were made.

Executive Session recessed at 21:15pm

Announced reconvene Regular Open Board Meeting at 21:15


Motion was made by Roger to pay CEO a portion of CEO bonus per contract, calculated as follows: An amount not to exceed a \$12,000 total bonus for accomplishing all 4 criteria outlined in current contract assessing \$3000 to each criteria as follows:

- 2nd criteria – achieving a 2-year state audit cycle is anticipated to be reached as of the SAO Exit conference on 1/7/10.
- 3rd criteria – passing state surveys – DOH and DSHS was satisfied this past week.
- Provided 2nd criteria is confirmed, process payment for \$6000 less 20% or \$1200 representing the 2010 voluntary staff budget reductions for a total bonus payment at this time of \$4800.

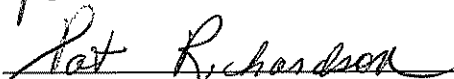
Jenness seconded the motion and it passed with all in favor

Executive Session Adjournment: Motion was made by Jenness and seconded by Roger to adjourn.


Meeting Adjourned at 21:22pm.



Roger Dumbeck, President



Pat Richardson, Commissioner



Jenness Evanson, Commissioner



Jim Maves, Secretary

Vonni Mulrony, Commissioner