

**Public Hospital District No. 4, King County
Board of Commissioners
Regular Meeting AGENDA
Thursday, July 9, 2020 - 6:30 pm**

DIAL IN - 800.434.5932 / Participant Code - 98477739#

CALL TO ORDER / ROLL CALL

APPROVAL OF AGENDA

COMMUNICATIONS

Emma Herron, President
Kim Witkop, M.D., Superintendent Report
Skip Houser, General Counsel

CONSENT AGENDA

1. Approval of Minutes:
 - a. Affiliation Work Study / Education Work Study – June 11, 2020
 - b. Regular Meeting – June 11, 2020
2. Physician Credentialing

COMMITTEE REPORTS – Action Requested as noted

1. Finance Committee
 - a. Approval of warrants, payroll and payroll taxes – May 2020 – **Action**
2. Medical Committee
3. Facilities Committee
4. Ad Hoc Bylaws Committee

OLD BUSINESS – Introduction and Discussion - None

NEW BUSINESS – Introduction and Discussion

1. Resolution No. 663-0720 – Surplus Equipment

PUBLIC COMMENT – (Please limit comments to 3 minutes)

ACTION ITEMS – VOTE

1. Resolution No. 663-0720 – Surplus Equipment
2. More Strategic Assessment Planning

GOOD OF THE ORDER/COMMISSIONER COMMENT (Limited to three minutes)

NEXT SCHEDULED MEETINGS: Locations TBD

Work / Study: Wednesday, July 22, 2020, 6:30 pm

Affiliation Work / Study – Thursday, August 13, 2020, 4:30-6:00 pm

Monthly Business Meeting – Thursday, August 13, 2020, 6:30 pm

ADJOURNMENT



DRAFT

PUBLIC HOSPITAL DISTRICT NO. 4, KING COUNTY

Board of Commissioners

June 11, 2020

MINUTES

AFFILIATION WORK/STUDY

4:30 p.m.

VIA Join.me

COMMISSIONERS PRESENT:

Emma Herron, President
Dariel Norris, Vice President
Kevin Hauglie, Secretary
David Speikers, Commissioner
Jen Carter, Commissioner

ALSO PRESENT:

Kim Witkop, M.D., Interim Superintendent/CEO/CMO
Karyn Denton, COO/CNO
Patrick Ritter, Chief Financial Officer
Skip Houser, General Counsel
Valerie Huffman, Clerk

This meeting was held as a join.me meeting only pursuant to Proclamation 20-28 issued by Governor Inslee regarding the Open Public Meeting Act and Public Records Act. All parties listed above participated. The information was provided on a Public Meeting Notice posted prior to the meeting.

The purpose of this meeting was to combine both affiliation and educational components into a Work/Study as covered below.

CALL TO ORDER: The meeting was called to order by President Herron at 4:36 pm followed by roll call.

TOPICS OF DISCUSSION:

1. **Update on Affiliation.** Updates were provided on the following topics:

- Management Services Agreement for Emergency Department only
- Extend Specialty Services to SVH either via telemedicine or in-clinic presence

- Formalize an inpatient transfer agreement to complement the current ED transfer agreement
- Collaboration on Women's Health Clinic as an extension of SRMC.

2. **Education: SVH Application of Telemedicine and Telehealth Solutions.** An overview of telemedicine was provided on the following areas:

- Varieties of telemedicine that are available
- Current telemedicine applications used at SVH
- Benefits and desired outcomes of telemedicine
- Legal issues
- Payment and CMS reimbursement for telemedicine
- Telehealth visits, virtual communication online, telephone only

PUBLIC COMMENT: None.

Minutes of this meeting, once approved, will be available on the District's website at www.snoqualmiehospital.org under the Governance page. Copies of any presentations and/or documents that are not work product are available upon request by contacting Administration at 425.831.2362.

UPCOMING MEETINGS: Location TBD

Affiliation Work Study: Thursday, July 9, 2020, 4:30 pm

Regular Meeting: Thursday, July 9, 2020, 6:30 pm

The meeting adjourned at 5:55 pm.

Emma Herron, President

Kevin Hauglie, Secretary

DRAFT



PUBLIC HOSPITAL DISTRICT NO. 4, KING COUNTY

Board of Commissioners

June 11, 2020, 6:30 pm

MINUTES

Snoqualmie Valley Hospital

VIA Join.me

PRESENT:

Emma Herron, President
Dariel Norris, Vice President
Kevin Hauglie, Secretary
David Speikers, Commissioner
Jen Carter, Commissioner

ALSO PRESENT:

Kim Witkop, M.D., Interim Superintendent/CEO, CMO
Karyn Denton, COO/CNO
Patrick Ritter, CFO
Charles (Skip) Houser, General Counsel
Valerie Huffman, Clerk

CALL TO ORDER: The meeting was called to order by Pres. Herron at 6:35 pm, followed by roll call. This meeting was held via join.me only pursuant to Proclamation 20-28 issued by Washington State Governor Inslee. All parties listed above participated. The information to attend the meeting virtually was provided on a Public Meeting Notice posted prior to the meeting.

APPROVAL OF AGENDA

A motion was made and seconded to approve the agenda as written. M/Hauglie, S/Speikers

The motion passed by unanimous vote.

COMMUNICATIONS:

Pres. Herron shared information regarding a WSHA Webinar she attended regarding Board Succession Planning.

Kim Witkop, M.D., Interim Superintendent/CEO her CEO report which had been submitted as part of the board packet.

Skip Houser, General Counsel, provided an update on Proclamation 20-28-4 effective thru June 17, in

that it may continue thru July 1. However, regardless of any extension, the District would adhere to the King County Phase Approach Chart.

PRESENTATION: Eric Nicholson and Mathew Stopa from Moss Adams presented the Audited Financials for 2019. A hard copy of the report had been mailed to the commissioners prior to the meeting as well as having been provided in electronic form. A copy of the presentation slides, as well as the report itself is available upon request. In addition, the audit is available on the District website at www.snoqualmiehospital.org, Public Information page.

CONSENT AGENDA

A motion was made and seconded to approve the consent agenda as proposed, which includes approval of minutes and physician credentialing. M/Speikers, S/Hauglie.

There was no further discussion and the motion unanimously passed.

COMMITTEE REPORTS

1. Finance Committee Report - Approval of warrants, payroll and payroll taxes – April 1 thru April 30, 2020. Commissioner Speikers, Finance Committee Chair, reported on the April 2020 finances that were reviewed at the Finance Committee meeting held on June 3, 2020 via join.me.

Written minutes were also provided. The committee will next meet on July 7, 2020 to review May 2020 finances.

1(a). Approval of Warrants, Payroll and Payroll taxes – April 2020.

A motion was made and seconded to approve total disbursements that includes payroll warrants, hospital and clinic payroll, auto deposits, hospital and clinic payroll taxes, retirement and matching plans, as well as all accounts payable warrants in the total amount of \$3,408,164.17 for April 1 thru April 30, 2020, as recommended by the Finance Committee. M/Speikers, S/Norris

The motion carried by unanimous vote.

2. Medical Committee Report. Written minutes from the June 2, 2020 meeting were provided as part of the board packet and reported by Commissioner Norris, Committee Chair. Commissioners Norris and Herron attended the meeting via teleconference. The committee will next meet on July 7, 2020.

3. Facilities Committee Report. Comm. Hauglie, Committee Chair, reported on items discussed in the Facilities Committee meeting held on May 27, 2020 via teleconference.

Some time was spent discussing the Certificate of Occupancy along with questions from the other commissioners. Skip Houser, General Counsel, gave some background and history on this topic as to some of the causes that this has not yet been completed. The committee is scheduled to next meet on June 22, 2020. Written minutes were also provided.

NOTE: Any documents presented at this meeting are available upon request. Minutes are posted on the District Website at www.snoqualmiehospital.org under the Governance Page. For questions or

further information, please contact Administration at 425.831.2362 or email valerieh@snoqualmiehospital.org.

OLD BUSINESS: None.

NEW BUSINESS:

1. **Bylaws Committee Retreat Discussion.** President Herron raised the idea of having a Bylaws Committee Retreat for the purpose of reviewing the current bylaws for any potential revision. Through discussion, it was agreed to have the committee review the bylaws first, and then give further consideration to scheduling a retreat. The Ad Hoc Bylaws Committee consists of Commissioners Kevin Hauglie and David Speikers, Dr. Kim Witkop and Skip Houser.

PUBLIC COMMENT: None.

NEW BUSINESS – Action Items: None.

GOOD OF THE ORDER/COMMISSIONER COMMENT: Comments made by commissioners can be heard on the audio of this meeting posted on the District website.

UPCOMING PUBLIC MEETINGS: Meeting locations TBD:

Affiliation Work / Study – Thursday, July 9, 2020, 4:30-6:00 pm

Monthly Business Meeting – Thursday, July 9, 2020, 6:30 pm

Education Work / Study – Wednesday, July 22, 2020, 6:30 pm

There being no further business the meeting was adjourned at 8:10 pm.

Emma Herron, President

Kevin Hauglie, Secretary



Approval of Warrants, payroll and payroll taxes - May 1, 2020 thru May 31, 2020

Summary:

Hospital and Clinics Accounts Payable Warrants:
#72556 thru #72896

\$1,367,079.00

Payroll Warrants #14014 to #14020
Hospital and Clinics Payroll Auto Deposits
Hospital and Clinics Payroll Taxes:
Hospital & Clinic Matching Plans:

4,718.91
1,006,259.22
380,728.66
102,079.86

\$1,493,786.65

TOTAL DISBURSEMENTS

\$2,860,865.65

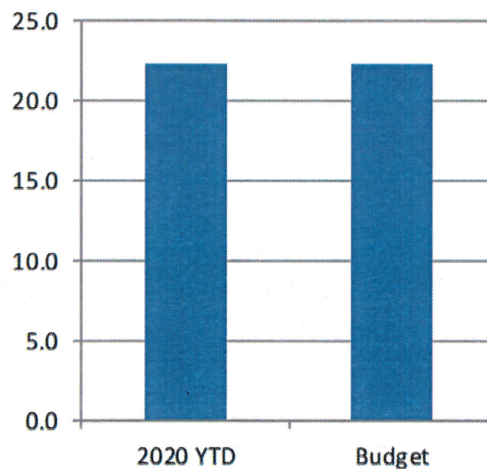
Snoqualmie Valley Hospital Statistics Summary Display



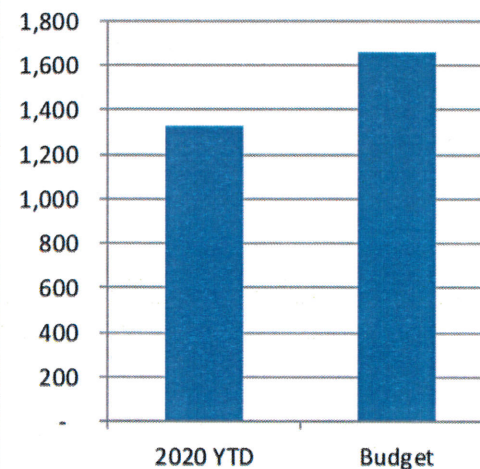
May YTD Statistics Summary

	2020 YTD	Budget	Var	%Var
Ave Daily Census	22.3	22.3	-	0.0%
Emergency	1,329	1,656	(327)	-19.7%
Laboratory	33,954	18,471	15,483	83.8%
Imaging	1,645	1,802	(157)	-8.7%
Clinics	5,410	6,074	(664)	-10.9%
OP Rehab	2,885	4,040	(1,155)	-28.6%

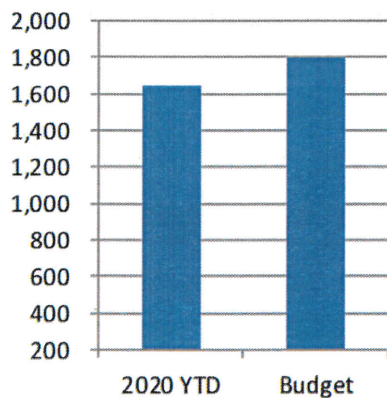
Ave Daily Census



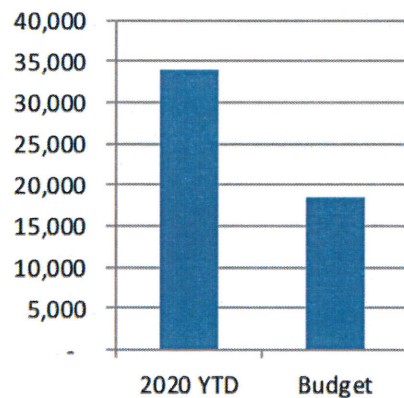
Emergency



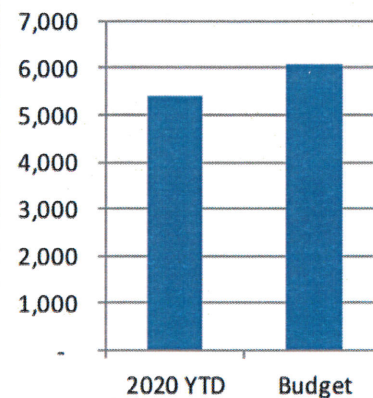
Imaging



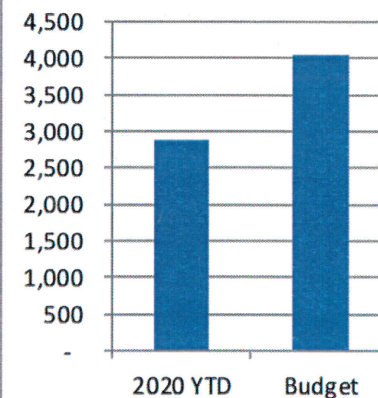
Laboratory



Clinics



OP Rehab



KING COUNTY HOSPITAL DISTRICT # 4
HOSPITAL & CLINICS COMBINED
STATEMENT OF OPERATIONS
ACTUAL vs BUDGET
MAY 2020

CURRENT MONTH					YEAR TO DATE			
ACTUAL	BUDGET	VARIANCE	% VARIANCE		ACTUAL	BUDGET	VARIANCE	% VARIANCE
\$ 2,926,546	\$ 3,186,939	\$ (260,393)	-8%	NET PATIENT SERVICE REVENUE	\$ 13,694,312	\$ 15,621,050	\$ (1,926,738)	-12%
50,092	52,461	(2,369)	-5%	TAXATION FOR OPERATIONS	259,552	255,538	4,014	2%
809,599		809,599		STIMULUS GRANTS - OPERATING	2,284,862		2,284,862	
41,131	33,414	7,717	23%	OTHER	227,079	167,675	59,404	35%
3,827,367	3,272,814	554,553	17%	TOTAL OPERATING REVENUE	16,465,805	16,044,263	421,542	3%
				OPERATING EXPENSES				
1,588,162	1,624,015	35,853	2%	SALARIES	7,794,667	8,118,323	323,656	4%
373,529	362,706	(10,823)	-3%	EMPLOYEE BENEFITS	1,911,402	1,812,940	(98,462)	-5%
150,940	57,199	(93,741)	-164%	PROFESSIONAL FEES	582,066	284,970	(297,096)	-104%
252,359	241,714	(10,645)	-4%	SUPPLIES	1,178,672	1,208,570	29,898	2%
11,332	15,618	4,286	27%	REPAIRS AND MAINTENANCE	102,547	78,090	(24,457)	-31%
37,124	36,220	(904)	-2%	UTILITIES	200,205	181,100	(19,105)	-11%
330,563	209,692	(120,871)	-58%	PURCHASED SERVICES	1,382,982	1,043,660	(339,322)	-33%
14,036	10,431	(3,605)	-35%	INSURANCE	74,625	52,155	(22,470)	-43%
81,533	62,898	(18,635)	-30%	LEASE AND RENTALS	319,743	314,490	(5,253)	-2%
334,266	356,990	22,724	6%	DEPRECIATION	1,696,584	1,784,950	88,366	5%
31,087	44,867	13,780	31%	OTHER	231,303	220,378	(10,925)	-5%
3,204,932	3,022,350	(182,582)	-6%	TOTAL OPERATING EXPENSES	15,474,797	15,099,626	(375,171)	-2%
622,435	250,464	371,971	149%	OPERATING INCOME	991,009	944,637	46,372	5%
11,727	14,040	(2,313)	-16%	INVESTMENT INCOME, NET OF AMOUNT CAPITALIZED	57,433	68,388	(10,955)	-16%
280,136	285,719	(5,583)	-2%	TAXATION FOR BOND PRINCIPAL & INTEREST	1,404,349	1,391,728	12,621	1%
(487,274)	(465,138)	(22,136)	-5%	INTEREST EXPENSE, NET OF AMOUNT CAPITALIZED	(2,350,368)	(2,324,223)	(26,145)	-1%
(9,096)	(9,096)	(0)	0%	BOND ISSUANCE AND FINANCING COSTS	(45,482)	(45,480)	(2)	0%
20,000	10,590	9,410	89%	OTHER NET	38,987	51,585	(12,598)	-24%
(184,507)	(163,885)	(20,622)	-13%	NON OPERATING, NET	(895,082)	(858,002)	(37,080)	-4%
437,928	86,579	351,349	406%	CHANGE IN NET POSITION	95,927	86,635	9,292	11%
-	-			NET POSITION BEGINNING OF YEAR	-	-	-	5
\$ 437,928	\$ 86,579	\$ 351,349	-406%	NET POSITION	\$ 95,927	\$ 86,635	\$ 9,292	11%

07/01/20

BALANCE SHEET

Page:1

14:02

Snoqualmie Valley Hospital

Application Code : GL

User Login Name:carolynm

Consolidated Balance Sheet

MAY 2020

DESCRIPTION	Current Year Actual	Prior Year Actual
ASSETS		
CURRENT ASSETS		
UNRESTRICTED CASH	14,372,379.36	7,081,648.87
RESERVE FUND LTGO 2011	4,225,265.57	3,700,712.55
RESERVE FUND LTGO	2,494,212.27	2,442,217.80
RESERVE FUND 2015 REVENUE BOND	3,675,187.50	3,675,187.50
CMS ADVANCED PAYMENT	11,001,273.01	0.00
RESTRICTED FUNDS	21,395,938.35	9,818,117.85
BOARD RESTRICTED FUNDS	102,276.62	102,276.62
TOTAL CASH	35,870,594.33	17,002,043.34
ACCOUNTS RECEIVABLE	8,249,610.33	8,569,657.07
LESS A/R ALLOWANCES	2,170,858.66	2,617,814.94
NET PATIENT A/R	6,078,751.67	5,951,842.13
COST REPORT RECEIVABLE	264,571.00	281,000.00
EMR MEANINGFUL USE RCVBL	197,176.84	197,176.84
TOTAL NET RECEIVABLE	6,540,499.51	6,430,018.97
TAX RECEIVABLE	2,161,904.96	1,923,470.96
INVENTORY	237,945.09	109,762.87
PREPAID EXPENSES	109,885.09	78,803.23
INTANGIBLE ASSETS	2,188,992.56	2,298,149.48
OTHER RECEIVABLES	43,421.85	43,360.22
TOTAL CURRENT ASSETS	47,153,243.39	27,885,609.07
FIXED ASSETS		
LAND AND IMPROVEMENTS	26,604,969.22	26,587,059.86
BUILDINGS	32,029,211.04	32,029,211.04
EQUIPMENT	12,421,630.29	12,347,343.76
RIGHT TO USE ASSET	1,747,455.05	0.00
ACCUMULATED DEPRECIATION	20,551,876.33	17,311,323.35
NET FIXED ASSETS	52,251,389.27	53,652,291.31
TOTAL ASSETS	99,404,632.66	81,537,900.38

07/01/20

BALANCE SHEET

Page:2

14:02

Snoqualmie Valley Hospital

Application Code : GL

User Login Name:carolynm

Consolidated Balance Sheet

MAY 2020

DESCRIPTION	Current Year	Prior Year
	Actual	Actual
<hr/>		
LIABILITIES AND FUND BALANCES		
CURRENT LIABILITIES		
NOTES PAYABLE	0.00	0.00
COST REPORT PAYABLE	0.00	0.00
ACCOUNTS PAYABLE	442,748.46	2,116,026.42
ACCRUED PAYROLL & TAXES	2,396,508.78	1,924,417.34
ACCRUED INTEREST	1,427,780.46	1,295,060.18
OTHER CURRENT LIABILITIES	-41,501.27	-4,719.48
CURRENT PORTION LONG TERM DEBT	1,241,249.98	1,676,250.00
CMS ADVANCED PAYMENT PAYABLE	11,001,273.01	0.00
DEFERRED STIMULUS REVENUE	6,880,948.11	0.00
DEFERRED TAX REVENUE	2,257,649.16	2,170,974.33
	-----	-----
TOTAL CURRENT LIABILITIES	25,606,656.69	9,178,008.79
LONG TERM LIABILITIES		
LTGO BONDS	45,600,000.00	45,805,000.00
REVENUE BONDS	46,333,321.10	47,163,321.10
LIABILITY RIGHT TO USE ASSET	1,768,314.44	0.00
	-----	-----
TOTAL LONG TERM LIABILITIES	93,701,635.54	92,968,321.10
	-----	-----
TOTAL LIABILITIES	119,308,292.23	102,146,329.89
NET INCOME/LOSS	95,926.85	-235,778.50
EQUITY FUND BALANCE	-19,999,143.65	-20,372,651.01
	-----	-----
TOTAL EQUITY AND FUND BALANCE	99,405,075.43	81,537,900.38
	=====	=====



**Public Hospital District No. 4, King County
Finance Committee Minutes
July 7, 2020
2:00 pm
Snoqualmie Valley Hospital,
Via Teleconference**

Present:

David Speikers, Commissioner, Chair
Emma Herron, Commissioner
Patrick Ritter, CFO
Kim Witkop, MD, Interim CEO/CMO
Karyn Denton, COO/CNO
Jim Baldauf, Director of Finance

May 2020 Finances:

Stats:

- Average Daily Census is at budget YTD; average 25.26 thru May
- ER down 20%
- Lab up 83%
- Inpatient down 9%
- Clinics down 11%
- Outpatient Rehab down 39%
- Acute care is down but Swing Bed has made up the difference; 20 admissions for May
- Total patient days on target
- Outpatient increases are gradually increasing; Increases from April include:
 - 70 more ER visits
 - 200 more Rehab procedures
 - 200 more hospital clinic visits
 - 70 more Ridge Clinic visits
- Hospital has received close to 10 million in grant funds YTD allocated 2.5 million YTD to operating line for replacement of revenue shortfall during COVID-19 pandemic.

Income Statement:

Revenue:

- Net Position Gain of \$437,928
 - Inpatient Revenue of 2.8 million
 - Inpatient Days 11% increase YTD over budget
 - Swing Bed YTD at Budget
 - COVID CARES Stimulus Funding \$809,000
 - Applied stimulus monies in May for revenue shortfalls in the following areas:
 - Clinic
 - Outpatient Rehab
 - ER
 - Imaging
 - Endo

Expenses:

- Offsets
 - Salaries 2% under budget for May, 4% under YTD
 - Furloughed underutilized departments in Therapy, Imaging, Clinic, Endo, Billing, and Registration
 - Not replacing open positions in underutilized departments.
 - Repairs and maintenance down for May
 - Supplies 4% under budget
- Additions
 - Pro Fees are above budget COVID Related
 - Purchased Services
 - Lab Revenues
 - COVID related expenses
 - Audit Expenses
 - Other Expenses
 - B&O Tax Increase (Payer Mix)

Balance Sheet:

- Assets
 - Unrestricted cash \$14,475,000 (includes stimulus grants)
 - Cash increased by 5 million
 - AR decrease
 - CARES Rural Stimulus 3.96 million
- Liabilities
 - Short term liabilities increased 3 Million
 - Deferred portion of Rural Stimulus
 - COVID Programs
 - AR decrease
 - Net position gain in May

AR Days:

- May AR days decreased to 61
 - Commercial Swing Bed pays

Bond Covenants: (Snapshot forecast)

- Debt Coverage 1.85; requirement 1.20
- Reserve Requirement is at \$3,675,188 as required
- Days cash is 160; bond requirement is 60

COVID-19 Funding & Expenses Update:

- To date COVID related expenses total \$406,664 with \$133,133 for the month of May.

PAYOR Mix:

	May	YTD 2020	Budget
Medicare	75%	68%	73%
Medicare HMO	10%	14%	14%
Triwest / L&I	3%	2%	1%
Commercial	8%	10%	6%
Medicaid	4%	6%	5%
Self-Pay	0%	0%	1%

OTHER

- Outsourced Business Office Contract Update
 - This transition has gone forward, officially changing from HRG to TruBridge in June. Everything went smoothly, bills are going out, and assistance is available with TruBridge staff, etc. This should save money in the coming months.
- Discussion regarding strategic planning for Medicare Advanced Payment.
- Discussion regarding budgeting and revenue projection for next 9 months.
- Brief questions regarding selected AP disbursements as shown on the check register.

NEXT MEETING: Tuesday, July 28, 2020 – 11:30 am – Location TBD

Approved: July 8, 2020

MEDICAL COMMITTEE OF THE BOARD

[by teleconference]

Date: July 7, 2020 4:00 – 5:00 pm



PARTICIPANTS: Commissioner Dariel Norris-chair; Commissioner Emma Herron, Kim Witkop, MD, CEO-int/CMO; Karyn Denton, COO/CNO; Patrick Ritter, CFO

ABSENT:

Community	<ul style="list-style-type: none">COVID drive-thru testing site remains busy—open M-F 10a-2p“Please mask” campaign with city in response to King County Executive’s call to local action						
Hospital	System-wide <ul style="list-style-type: none">No COVID HAI to date among patients or staffCorona Virus External Triage Emergency Incidence Response team remains activated with weekly meetings: N-95 conservation, surge planning, staff safetyAnticipating DOH and CMS Certification surveys this summer—remain ready						
	Inpatient/ Swing <ul style="list-style-type: none">Average Daily Census:<table><tr><td>2020 Budget (pts/day and % Occup)</td><td>June 2020 (pts/day and % Occup)</td><td>June 2020 YTD (pts/day and % Occup)</td></tr><tr><td>22.8 (91%)</td><td>26.1 (105%)</td><td>22.9 (92%)</td></tr></table>Remodeling update to add additional negative pressure rooms to 2nd floor. Submittal of bid process underway and submissions will be opened and awarded 7/17.Remodel of Imaging space to be completed 7/10 making negative patient rooms more accommodating for inpatientFamily Liaison role remains in place as primary support for families while no visitation remains in effect per Governor’s directive	2020 Budget (pts/day and % Occup)	June 2020 (pts/day and % Occup)	June 2020 YTD (pts/day and % Occup)	22.8 (91%)	26.1 (105%)	22.9 (92%)
	2020 Budget (pts/day and % Occup)	June 2020 (pts/day and % Occup)	June 2020 YTD (pts/day and % Occup)				
	22.8 (91%)	26.1 (105%)	22.9 (92%)				
	Emergency <ul style="list-style-type: none">Visit Volumes for month:<table><tr><td>2020 Budget (visits/day)</td><td>June 2020 (visits/day)</td><td>June 2020 YTD (visits/day)</td></tr><tr><td>10.8</td><td>8.3</td><td>8.7</td></tr></table>Management Services Agreement prep work continuesExploring relocation of helipad to allow re-location of COVID test site from un-protected location at front of hospital to protected location behind facility with ready access to power, running water, protection from weather.	2020 Budget (visits/day)	June 2020 (visits/day)	June 2020 YTD (visits/day)	10.8	8.3	8.7
	2020 Budget (visits/day)	June 2020 (visits/day)	June 2020 YTD (visits/day)				
10.8	8.3	8.7					
Lab <ul style="list-style-type: none">COVID testing in-house: ready to implement as soon as testing material arrivesAdding 8 new analytes to in-house menu currentlyReplacement hematology analyzer install next weekLTC facility count: 8 following addition of 2 sites in past monthReference lab volumes growing once again as those clinic volumes recover; preparing to add another multi-provider practice in August							
Imaging <ul style="list-style-type: none">DEXA & Stress Echo: Returned to serviceBody Composition Analysis Confirming processes before launching marketing							
Off-line Services <ul style="list-style-type: none">Endo: [return to service after inpatient room upgrades completed]Sleep, DEXA, Stress Echo back on-line							

Approved: July 8, 2020

Clinics	<ul style="list-style-type: none"> • Clinic volumes back to 85% of budget (low of 47% in April) • Still providing tele-medicine and car visits as well as in-office visits; schedules modified to better support social distancing • Sleep studies have resumed at 50% capacity (1 bed remains off-line due to adjacency to COVID+ unit) • Occupational Medicine service line soft-launch early winter and official launch this past month.
Medical Staff	<p>MEC & Med Cmmte Recommend-ations:</p> <ul style="list-style-type: none"> • <u>Initial Privileging to Provisional Status:</u> <ul style="list-style-type: none"> ○ Samir Master, MD (Dermatology) ○ Justin Siegal, MD (TeleRad) ○ Ann McLelland, DO (TeleRad) • <u>Extend Provisional Status 6 months</u> (delay in capture of patient engagements due to SVH internal distraction of COVID): <ul style="list-style-type: none"> ○ Brent Benjamin, MD – Pathology ○ Archimedes Garbes, MD – Pathology ○ Pete Herried, MD – Pathology ○ Andrew Hing, MD– Pathology ○ Hongxiu Ji, MD – Pathology ○ Stanley Leung, MD– Pathology ○ Elizabeth Richards, MD – Pathology ○ David Shneidman, MD – Pathology ○ Novae Simper, MD – Pathology ○ Lennart Tan, MD – Pathology ○ Veronica Thoroughgood, MD – Pathology ○ Dana Wolinsky, MD – Pathology ○ Naomi Yoo, MD – Pathology • <u>Transition from Provisional to Active:</u> • <u>Transition from Provisional to Courtesy:</u> • <u>Transition from Provisional to Telemedicine:</u> • <u>Transition from Provisional to Affiliate:</u> • <u>Renewal to Active Staff:</u> • <u>Renewal to Courtesy Staff:</u> • <u>Renewal to Telemedicine:</u> • <u>Renewal to Affiliate Staff:</u>
Other/ Education	<ul style="list-style-type: none"> • Brief review of medical specialties represented on our medical staff. Additionally discussed an overview of the approach to contracting for only the portion of a provider to match community needs.
Next Meeting	<ul style="list-style-type: none"> • August 4th 4:00-5:00pm East-West Conference room or Teleconference (TBD which forum when date nears)



FACILITIES COMMITTEE MEETING MINUTES

June 22, 2020

12:00 pm

Snoqualmie Valley Hospital

Via Teleconference

DIAL IN - 800.704.9804 | Participant Code: 98477739#

Committee Members:

Commissioner Kevin Hauglie, Chair

Commissioner Jen Carter

Karyn Denton, COO/CNO, Executive Chair

Kim Witkop, MD, Interim CEO/CMO

Patrick Ritter, CFO

Scott Nohavec, Facilities Director

Old Business: None

New Business:

1. **Maintenance Issues** – A lower section of window in the South Conference Room was recently broken as a result of mowing, which our lawn maintenance company has agreed to replace.
2. **Facility Usage**
 - Due to COVID-19 all external uses of the community room are cancelled until further notice.
3. **Environment of Care:** Agenda format reflects categories covered in the EOC Management Plan

Emergency Management – Continue in external triage due to pandemic.

Fire Safety Management – 2 fire drills will be done this next week.

Hazardous Materials Waste Management: We will be disposing of outdated chemicals from our ER sterilization process. The Safety Committee will be looking at ongoing safer products.

Medical Equipment Management –

- PPE supplies remain at an adequate level; mask conservation strategies remain in place.
- The bone density machine has been moved to Imaging X-ray Rm #2.
- Have opened up a PUI#2 room for usage.

Physical Plant – COVID testing center has continued as a “drive through” site.

Safe Patient Handling – Jim Scussel, Director of Rehab Services is retiring at the end of July leaving an opening on this committee. Ashley Van Oeveren, MSW from the Social Work Department will be

joining the team.

Safety Management - Adherence to CDC and DOH guidelines regarding visitors, staff and patients. Universal masking guidelines in effect in all hospital areas where workspace cannot be maintained 6 ft. apart (shared workspaces, dietary) and where there is possible patient encounter.

Security Management – We remain under a no visitor policy at this time and continue to be vigilant with continuing temp monitoring and mask distribution to all individuals entering the building. We are starting discussions on guidelines to once again allow visitors.

Utilities management – No report.

East Campus: No report.

OTHER

1. **Certificate of Occupancy update.** Progress is being made. We continue to work with Absher and the City of Snoqualmie to resolve the outstanding issue of the ADA ramps. We have been offered three possible solutions, two of which are acceptable to SVH. These are scheduled to be presented to the City and Pertee on Monday, June 29.
2. **Bone Density Marketing.** A suggestion was made to market this service to local gyms for purpose of body analysis. This will be discussed with the Imaging Manager. It was reported that we have recently mailed marketing materials on this service to approximately 35 local providers/clinics.

Next meeting: July 27, 2020 – Noon – 1:00 pm – Location TBD

Approved: June 23, 2020

**PUBLIC HOSPITAL DISTRICT NO. 4
KING COUNTY, WASHINGTON
No. 663-0720**

A RESOLUTION of the Commission of Public Hospital District No. 4, King County, Washington, determining certain personal property to be surplus and no longer required for public hospital district purposes of the District and authorizing the Superintendent or his designee to dispose of, or sell, all or any part of such property on a negotiated basis.

WHEREAS, certain personal property of the District is no longer required for District purposes and the Commission wishes to dispose of such property in a lawful manner as promptly as reasonably possible;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of Public Hospital District No. 4, King County, as follows:

SECTION 1: It is hereby found, determined and declared that all of the personal property identified on Exhibit A attached hereto (the "Surplus Property") is no longer required for public hospital district purposes. It is further found and declared to be in the best interest of the District that the Surplus Property be disposed of promptly as hereinafter provided.

SECTION 2: The Superintendent or his designee is hereby authorized and directed to dispose of or sell the Surplus Property on a negotiated basis or the most favorable terms and conditions he deems obtainable.

APPROVED AND ADOPTED by the Board of Commissioners of Public Hospital District
No. 4, King County, at a duly and properly noticed regular meeting thereof, on the 9th day of
July, 2020.

President

Secretary

Vice President

Commissioner

Commissioner

CERTIFICATION

I, the undersigned, Secretary of the Commission (the "Commission") of Public Hospital District No. 4, King County, Washington (the "District"), hereby certify as follows:

1. The attached copy of Resolution No. 663-0720 (the "Resolution") is a full, true and correct copy of a resolution duly adopted at a regular meeting of the Commission of the District held via teleconference only due to Governor Jay Inslee's Proclamations 20-05 and 20-28 et seq on July 9, 2020 as that resolution appears on the minute book of the District; and

2. A quorum of the members of the Commission was present throughout the meeting and a majority of the Commission members voted in the proper manner for the adoption of the Resolution.

IN WITNESS WHEREOF, I have hereunto set my hand this 9th day of July 2020.

PUBLIC HOSPITAL DISTRICT NO. 4,
KING COUNTY, WASHINGTON

Kevin Hauglie
Secretary of the Commission

RESOLUTION NO. 663-0720

EXHIBIT A

ITEM	SERIAL NO.	REASON FOR SURPLUS
Pentra 60+ Hematology Analyzer	410PCP13209	Upgrading Equipment
Nixplay W15B Digital Frame	2220118811284484	No longer functions