

BOARD OF HOSPITAL COMMISSIONERS

September 13, 2022

Those in attendance were Hospital Commissioners Darrin Moody (teleconference), Gayle Weston (teleconference) and Don Wilson (teleconference). Also present were Eric Moll, Mason Health CEO (teleconference); Mark Batty, Mason Health COO (teleconference); Rich Smith, Mason Health CFO; Dean Gushee, Mason Health CMO; Robert Johnson, Legal Counsel (teleconference) and Shelly Dunnington, Senior Executive Assistant (teleconference).

Others in attendance: Miranda Hemming, HR Business Specialist, Dr. Amie Mower, Jen Capps, Chief of Development

Darrin Moody called the regular meeting of the Board of Commissioners to order at 8:00 a.m.

It was moved, seconded, and voted to approve August 23, 2022 minutes as presented.

Commissioner's Committee Report & Calendar

Don Wilson attended BOHC on August 23, 2022 and met with Eric Moll 1:1 on September 12, 2022.

Darrin Moody attended BOHC and Public Health meeting on August 23, 2022, Construction Meeting on August 15, 2022, Master Planning Kick Off on August 16, 2022 and met 1:1 w/Eric Moll on September 12, 2022.

Gayle Weston attended BOHC on August 23, 2022 and met 1:1 w/ Eric Moll on September 12, 2022.

Public Comments – None

Consent Agenda

It was moved, seconded, and voted to approve September 13, 2022 consent agenda.

Legal Counsel –

Rob Johnson asked what the plan around Governor Inslee mandates removal is. Eric Moll shared that we have put together a committee to discuss the removal of mandates masking or no masking most likely a decision will not be made until October 2023. We will also work on in-person meetings.

CEO's Report

- a. CFO Selection Update – Eric Moll provided an update on the CFO selection and offered Steve Leslie the position. Steve tentative start date is October 31, 2022.

Eric Moll shared that he had send out an email with the Employee Engagement Survey results. We will discuss the outcomes in depth during the Special Board Meeting on 2023 Strategic Initiatives on September 14, 2022.

Monthly Reports –None

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Old Business – None

New Business –

- a. TALKSPACE – Miranda Hemming with Human Resources and Dr. Amie Mower joined our meeting to present a presentation on TALKSPACE Metrics, Insights & Moving Forward. We currently have 67 total users. Commissioners asked if we know how long from once a patient contacts TALKSPACE to when they actually have appointment? Miranda will work with TALKSPACE to see if this statistic is available. The commissioner would like another report in December 2022.
- b. Marketing Quarterly Update - Jennifer Capps presented the Community Outreach and Education Leveraging Local Community Resources presentation. Jen Capps shared about Trunk or Treat on October 28, 2022 and we are planning on offering vaccines at this event.
- c. Budget Amendment – Campus Master Plan – Rick Smith presented to increase the 2022 operating budget in the amount of \$204,565 to engage OAC and ZGF Architects to develop a Campus Master Plan (CMP) engagement which will span the second half of 2022 and into the first quarter of 2023.
It was moved, seconded and voted to approve to approve an increase to the 2022 operating budget in the amount of \$204,565 to engage OAC and ZGF Architects to develop a Campus Master Plan engagement which will span the second half of 2022 and into the first quarter of 2023.
- d. Budget Amendment – HR Manager - Eric Moll recommended an increase to the 2022 Operating Expense budget in the amount of \$6,250 to provide a job restructure within the Human Resources department effective October 1, 2022. The proposal reflects management's desire to add a new 1.0 FTE HR Manager to the department through a job restructure, anticipated to be filled by one of the existing 1.0 FTE Business Partner employees upon completion of the interview selection process. This request will fund the operating budget to cover the incremental annual costs of increased salary and benefits, which is projected to be \$25,000 per year.
It was moved, seconded and voted to approve an increase to the 2022 Operating Expense budget in the amount of \$ 6,250 to provide a job restructure within the Human Resources department effective October 1, 2022.
- e. Budget Amendment – Diagnostic Imaging Supervisor Position - Mark Batty presented to create a Diagnostic Imaging Supervisor Position by adding additional duties to an existing DI Coordinator position. This would be an FTE neutral request, with a salary difference estimated to be \$7,800/yr. or \$2,600 for the remainder of 2022.
It was moved, seconded and voted to approve Diagnostic Imaging Supervisor an increase to operating budget by \$2600.

Administration Roundtable

Rick Smith shared that he is waiting to see the CPI as it looks as if we may see 75 basis points. As this plays into everything we do in the budget. Rick gave a budget update as we are amid budget review. We are working on not adding new FTEs and looking at non-labor expenses and identify any new expenses for 2023. There will be a rough draft completed next week.

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Administration Roundtable (continued)

There is a federal requirement that we need to do single audit that WIPFLI will be performing on our grant accounting.

The SAO audit cycle will be bundle with 2020/2021 due to the COVID and the backlog. They will schedule this audit sometimes this fall.

Mark Batty is hoping for more volunteers.

Mark Batty shared the clinics biggest opportunity from Press Ganey is access and moving through their visit. A volunteer could help with moving our patient through the system.

Mark Batty shared that DOH Rural Health Clinic survey went well only three things were pointed out. Mel Strong shared we are looking at district wide education.

Provider update: D'Arcy Kauua starting full time September 26, 2022, Dr. Soha a primary care provider will be starting between end of the September and beginning of October, 2022. Lad Rutherford, PA accepted position and hoping to start by end of the year and will focus on same day appt. Gayle asked if we could work on the congestion area from Lab. Mark indicated that we are working on the congestion of the Walk in Clinic to overflow to the clinic.

Mel Strong shared the ProTech voted to approve the wage increase. Kudos to Rick Smith who did a presentation to this group, which helped with the "why".

The classes at Health Science Academy are looking good. They are exploring transportation from Shelton Olympic College to Bremerton College.

Mel Strong shared that SSPS now has a beautiful building which is now all Allied Heath. They are looking at expanding their program.

We have hired a new ED Director Scott Bundy.

Department of Health has updated their guidelines around masking.

Mel shared the Health Science Academy scholarship winners are getting back into the classroom.

Adjourned at 10:16 a.m.

PUBLIC HOSPITAL DISTRICT NO. 1
OF MASON COUNTY, WASHINGTON

BY: _____

Attest: _____