

King County Public Hospital District No. 2  
d/b/a EvergreenHealth  
Board of Commissioners Meeting  
EvergreenHealth Medical Center, Kirkland, WA  
January 21, 2020  
Regular Public Meeting Minutes

Comms. Present: Comms. DeYoung, Edwards, Butler, Hirt, McLaughlin, Pilcher, and Snyder

Medical Staff Leadership: M. Sean Kincaid, MD, Chad Bentsen, MD, Jim O'Callaghan, MD

Others Present: Chris Bredeson, Jeff Friedman, Richard Meeks, Aileen Mickey, MD, Tina Mycroft, Ettore Palazzo, MD, Kae Peterson, Bob Sampson, Candace Scairpon, Mary Shepler, Kay Taylor, Jeff Tomlin, MD, Melissa Madsen, Frank Riedo, MD, John Dwight, Jessica Granger

Legal Counsel: Kevin Hansen

Guests: Bob Yoder, Brad Berg (**Exhibit A**)

**PUBLIC  
MEETING AND  
EXECUTIVE  
SESSION**

Comm. DeYoung called the January 21, 2020 Regular Public Meeting of the Board of Commissioners of King County Public Hospital District No. 2 to order at 5:00 p.m. Ms. Scairpon announced that the Board would immediately adjourn into Executive Session to consider and discuss medical staff privileges, pending litigation, property acquisition, personnel matter, and quality improvement review. Ms. Scairpon further announced that the Executive Session would adjourn at approximately 6:30 p.m. and that the open Public Meeting would reconvene at approximately 6:35 p.m.

The Executive Session commenced at 5:00 p.m. At 6:30 p.m., Ms. Scairpon made a public announcement that the Executive Session would continue for approximately an additional 5 minutes and that the Public Session would reconvene at approximately 6:35 p.m. The Executive Session was concluded at 6:36 p.m., at which time a short recess was taken.

Comm. DeYoung reconvened the Public Meeting, calling it to order at 6:41 p.m. and welcoming those present.

**Order of Business**

Comm. DeYoung invited Frank Riedo, MD, Infectious Disease provider at EvergreenHealth to give a brief update on the Novel Coronavirus. Dr. Riedo noted the virus initially appeared to be contained, however it has now spread, and an individual in Washington state has the first confirmed case in the United States. The virus is in the family of respiratory viruses such as SARS. This is a great concern due to the volume of flights to the US from the area. The CDC has established airport screenings at select US airports, Urgent Cares and Emergency Departments have been instructed to use screening protocols to help contain the spread, and use airborne precautions. Additionally, patients are asked to call in advance so appropriate precautions can be taken. There is currently no vaccine or treatment other than supportive care. Dr. Riedo responded to questions from the Board and noted that state and local officials are actively working on this.

**Public Comment**

Bob Yoder, resident of Redmond, came to discuss mental health and the hospitals cash reserves. Mr. Yoder indicated he doesn't understand why the hospital needs community tax dollars or a \$70M loan to pay for the FMC and CCU upgrades since investment income should be up and the organization should have significant cash on hand. Additionally, he feels the organization is not adding to the seismic reserves and feels this money indicates the full bond amount isn't needed, and could have been less, and hopes Tina Mycroft, CFO, can help.

Regarding mental health, Mr. Yoder noted quality psychiatric care reduces the load on Primary Care, ED's and other resources, CHAT program supporting youth mental health is wonderful, and the program at Evergreen High School has been successful, and encourages EvergreenHealth to consider doing youth mental health at other local school districts including middle school children. Mr. Yoder appreciates EvergreenHealth holding classes on mental health training in conjunction with the Lake Washington School District Foundation.

Comm. DeYoung noted EvergreenHealth is committed to supporting mental health and is working with local school districts. The Board thanked Mr. Yoder for his comments.

**BORAD OFFICER ELECTIONS**

Comm. DeYoung asked Jeff Tomlin, MD, CEO to conduct the Election of Board Officers for 2020.

**Chair:**

Dr. Tomlin called for nominations to the office of Board Chair. Comm. Hirt nominated Comm. McLaughlin. Comm. McLaughlin

accepted the nomination. Comm. Butler seconded the nomination. Dr. Tomlin asked for other nominations for Board Chair. Comm. Pilcher nominated Comm. DeYoung. Comm. DeYoung declined the nomination. Dr. Tomlin asked for any other nominations. Hearing none, the floor was closed for nominations. Dr. Tomlin asked for any discussion on the nominations. Comm. Hirt stated Comm. McLaughlin has been on the Board for several years and served on the committee for the CEO search, believes he will do a good job and that Comm. DeYoung will be a great support. Comm. Snyder noted Comm. McLaughlin will be a good leader for moving the culture forward. Comms. Pilcher and Butler agree with Comm. Snyder. Dr. Tomlin called for the vote for the office of Board Chair for 2020.

Comm. McLaughlin was unanimously elected to the office of Board Chair.

Comm. McLaughlin stated he did not in any way want any conflict or challenge on the Board. He looks forward to serving and knows Comm. DeYoung will be a mentor to him. He looks forward to the assistance from the Commissioners, he stated he has learned a lot but there is so much more to learn from the commissioners who have been on the Board longer than him, and looks forward to learning from Comm. Edwards as well.

**Secretary:**

Dr. Tomlin then called for nominations for the office of Board Secretary. Comm. Hirt nominated Comm. Butler. Comm. Pilcher seconded the motion. Comm. Butler accepted the nomination. Dr. Tomlin asked for any other nominations. Hearing none, Dr. Tomlin closed the floor for nominations. Dr. Tomlin asked for any discussion on the nominations. Comm. McLaughlin stated he looks forward to Comm. Butler staying on as Secretary, noting she has gained a lot of experience, and it is very positive. Dr. Tomlin called for the vote for the office of Board Secretary for 2020.

Comm. Butler was unanimously re-elected to the office of Board Secretary.

**Oath of Office:**

Kevin Hansen, Designated Legal Counsel, administered the Oath of Office to Commissioners McLaughlin and Butler and they assumed their duties in the capacities of Chair and Secretary, respectively. Dr. Tomlin congratulated both Commissioners and turned the floor over to Comm. McLaughlin.

Comm. McLaughlin assumed the role of chair for the remainder of the meeting and again thanked the Board for the support and looks forward to Comm. DeYoung's support and mentorship.

### Presentations

#### 1. **Credentialing & Privileging Process Education**

Jim O'Callaghan, MD, Medical Staff Immediate Past President, presented the topic, noting if you're not in the medical field this can be a confusing process. He noted credentialing and privileging are different processes; credentialing is proving who you are, skills, training, etc., and privileging is what you are allowed to do in the hospital. Dr. O'Callaghan reviewed why we do this noting risk management is an issue, and it is now required by regulatory bodies. Credentialing steps include residency or fellowship verification, internship: first year, residency-aka House Officer, fellowship: may or may not be American College of Graduate Medical Education (ACGME) accredited, primary source verification from most recent residency or fellowship, among many other steps. Dr. O'Callaghan noted the next step after credentialing is membership on the medical staff and reviewed the various levels of membership categories available. Finally, Dr. O'Callaghan reviewed the privileging process and delegated credentialing.

Dr. O'Callaghan responded to questions from the Board throughout the presentation.

### Action Items

#### **Consent Agenda**

Comm. Butler made a motion to approve the Consent Agenda.

#### The Consent Agenda included:

- A) Board Minutes
  - Regular Meeting - December 10, 2019
  - Board Educational - December 13, 2019
  - Study Session - January 7, 2020
  
- B) Monthly Voucher(**Exhibit B**)
  - i. No. 572 November, 2019, totaling \$51,791,368
  - ii. No. 573 December 2019, totaling \$59,704,479
  
- C) Contractor Pay Requests
  - EHMC-Cath/IR Lab Replacement & Expansion
    - o Western Ventures Const. Inc. \$0
  - EHMC Green/Purple, Seismic & Infrastructure
    - o Lease Crutcher Lewis \$39,758.18
  - EHMC Canyon Park Expansion
    - o Constantine Builders \$14,036.44
  - EHMC Pharmacy USP 800 Upgrade

- o Duotec \$133,014.45
- EHMC FMC & OB Renovation
  - o Aldrich + Associates \$0
- Total Contractor Pay Requests: \$186,809.07

Comm. Snyder seconded the motion.

The motion carried unanimously.

**Medical Staff –  
EHMC – New  
Appointments,  
Reappointments,  
Status Changes  
and Privileges and  
Revised Slate of  
Officers**

Comm. Hirt made a motion to accept the MEC recommendations for New Appointments, Reappointments, Status Changes, and Privileges pertaining to the EvergreenHealth Medical Center Medical Staff and AHPs in Exhibit C, Delineation of Privileges and Medical Staff Revised Slate of Officers.

Comm. Pilcher seconded the motion.

The motion carried unanimously.

**Regulatory Survey  
Activity/Compliance  
Plan**

Comm. Butler made a motion to accept the regulatory survey activity/compliance plan as presented and confirm that EvergreenHealth is compliant with the requirements.

Comm. Edwards seconded the motion.

The motion carried unanimously.

**Resolution No. 908-  
20 Bond Financing**

Comm. Butler made a motion to adopt Resolution 908-20:

**A RESOLUTION (“Resolution”) of the Board of Commissioners of King County Public Hospital District No. 2, King County, Washington, relating to contracting indebtedness; providing for the issuance, sale and delivery of not to exceed \$115,000,000 aggregate principal amount of limited tax general obligation and refunding bonds in one or more series to provide the funds necessary to carry out capital improvements to the Hospital System and to refund certain outstanding limited tax general obligation bonds of the District; fixing or setting parameters with respect to certain terms and covenants of the bonds; appointing the District’s Designated Representative to approve the final terms of the sale of the bonds; and providing for other related matters.**

Brad Berg of Foster Garvey, PC noted changes from the previous version were to Exhibit A and cover disclosure obligations after

the bond fruition and references to Piper Jaffray which is now Piper Sandler and Co.

Comm. Snyder seconded the motion.

The motion carried unanimously.

**Board Committee  
Appointment – Levy  
Funded Services**

Comm. Pilcher made a motion to accept the appointment of Todd Banks to the Levy Funded Services Committee.

Comm. Hirt seconded the motion.

The motion carried unanimously.

**Board Committee  
Appointment –  
Strategic Planning  
& Construction**

Comm. Pilcher made a motion to accept the appointment of Todd Banks to the Strategic Planning and Construction Committee.

Comm. Edwards seconded the motion.

The motion carried unanimously.

**Annual Committee  
Charter Review**

Comm. Snyder made a motion to approve the revisions to the Charters of the following Board Committees:

- Levy Funded Services
- Digital Health & Consumer Innovation
- Community Advisors
- Board Compensation Committee
- Retirement Plan & Deferred Compensation Committee
- Quality & Safety Committee
- Strategic Planning and Construction Committee

Comm. Edwards seconded the motion.

The motion carried unanimously.

Ms. Scairpon noted the Board Governance Committee charter is not here due to requiring further refinement.

- Audit Finance and Compliance Committee

Comm. DeYoung stated he feels compliance should not be in the Audit and Finance Committee Charter due to conflict of interest concerns. Comm. Hirt noted we have a lack of process for complaints. Comm. Snyder suggested compliance could be removed from the Audit and Finance Charter and could be combined with Governance Committee. Comm. Hirt noted she researched governance committees and found that Audit, Finance and Compliance do typically go together in most

committees. Comm. Pilcher suggested we not approve the Audit, Finance and Compliance charter and work on it further. Comm. DeYoung – does not want to group Audit and Finance with Compliance.

Comm. Pilcher made a motion to hold the Audit, Finance and Compliance charter for a later date.

Comm. Hirt seconded the motion.

Comm. Butler opposed the motion.

**PeopleSoft HR & Payroll Upgrade**

Comm. Hirt made a motion to approve spending \$1,450,000 for the PeopleSoft HR & Payroll Application Upgrade.

Comm. Snyder seconded the motion.

The motion carried unanimously.

**Guaranteed Maximum Price Contract for MFP2 Silver Enabling Work**

Comm. Pilcher made a motion to authorize the CEO or his designees to (1) negotiate and sign a Mini MACC Guaranteed Maximum Price construction contract with Lease Crutcher Lewis in the amount of \$2,846,497 for the enabling work on levels 1 & 2 Silver; and (2) review and approve all pay requests and change orders in conformity with the project budget.

Comm. Edwards seconded the motion.

The motion carried unanimously.

**Rainer Enhanced Privacy Room Remodel Project Bid**

Comm. Butler made a motion to:

- Accept the Base Bid and Alternate 2 from Regency NW Construction in the amount of \$558,000.
- Delegate authority to the CEO to direct hospital staff to:
  - Negotiate and sign a construction contract with Regency NW Construction.
  - Issue a formal "Notice to Proceed".
  - Review and approve change orders in conformity with the project budget.
  - Review and approve all pay requests and costs in conformity with the project budget not to exceed the approved bid amount.

Garett Buckingham, Director of Design & Construction noted the team chose alternate number two which is cheaper and done in one phase instead of two. Additionally, Mr. Buckingham reviewed the contents of alternate number one. Comm. Pilcher had a conversation with Dr. Hansen in ED and noted it was very

reassuring that this is a vast improvement. Comm. Hirt is pleased to see this work moving forward.

Comm. Hirt seconded the motion.

The motion carried unanimously.

**EHA Cardiothoracic  
Joint Venture  
Agreement  
Amendment  
Report**

Dr. Tomlin noted this item is not quite ready, the team is working through updates, and we are hopeful this will be brought back in a few weeks.

**Vendor Semi-  
Annual Report**

Tina Mycroft, CFO, presented the Vendor Semi-Annual Report noting it is a review of 2019 payments over \$500,000 compared to the prior year. This report is completed in an effort to see where improvements can be made, such as to consolidate vendors, obtain better rates, update vendor names as they change, etc. Ms. Mycroft noted agency is a large amount for 2019, however this actually resulted in savings by consolidating our agency/purchased services vendors. Ms. Mycroft also noted agency use has gone up and is an opportunity for savings, and that capital purchases include Cath lab, neuro system, and MFP work. Pharmacy spend is up compared to years passed which have been flat, and overall health plan spend has a favorable variance.

Ms. Mycroft responded to questions from the board throughout the presentation.

**Discussion Items  
Rolling Agenda**

Ms. Scairpon presented the rolling agenda for the months of February, March, and April 2020.

**Medical Staff  
Update**

Dr. Kincaid noted several members of the medical staff had the opportunity to spend time with Dr. Mark Brouker, a former military colleague of Dr. Tomlin's and noted it was a great day of learning for them. He stated this shows Dr. Tomlin's commitment to leadership development and thanked him.

**CEO/Administrative  
Update**

Dr. Tomlin noted the following:

- Dr. Brouker will be coming to the March Leadership Retreat and the Board is invited.
- In the Board packet is a review of accomplishments from across the organization. Thank you to Ms. Taylor for leading this.
- Dr. Tomlin is on PTO for several upcoming coming days and Chris Bredeson will be covering.



**Commissioner  
Reports**

Comm. Snyder, I look forward to 2020 for Digital Health, thank you for the funds, I'm looking forward to what we can deliver.

Comm. Edwards, I have been here for three weeks, it's an honor and I look forward to the coming year.

Comm. DeYoung, thank you to the staff, during my time as chairman you have made it great.

Comm. Pilcher, thank you to the medical staff, we have many medical staff leaders and they make it work well.

Comm. Hirt, I second Comm. Pilcher's comments. Thank you Comm. DeYoung for your work, you've been chair for over 20 years, thank you for taking us through a lot of great things.

Comm. Butler, Dr. Tomlin, you and your team are putting together a community outreach plan and I look forward to it.

Comm. McLaughlin, echoed the other statements. Thank you to this evening's attendees for sticking with us through the long night.

**Adjourn**

The January 21, 2020 meeting of the Board of Commissioners for King County Public Hospital District No. 2 was adjourned at 8:29 p.m.

ATTEST:



Minerva Butler, Secretary/Commissioner

**Exhibit A – Guests**

<b>Name</b>	<b>Residence</b>
<b>Bob Yoder</b>	<b>Redmond</b>
<b>Brad Berg</b>	<b>Foster Garvey, PC</b>

**Exhibit B - Monthly Voucher Summary**

KING COUNTY PUBLIC HOSPITAL DISTRICT NO. 2 dba EVERGREENHEALTH VOUCHER SUMMARY #572 November 2019		
	CURRENT MONTH	6-MONTH ROLLING AVERAGE
PATIENT & INSURANCE REFUNDS	184,008	267,606
ACCOUNTS PAYABLE - Warrants/Refunds *	16,505,092	21,827,038
ACCOUNTS PAYABLE - Wire Transfers **	3,519,536	6,046,621
RISK MANAGEMENT CLAIMS - Wire Transfers	19,084	49,269
WORKERS COMPENSATION CLAIMS ***	217,944	121,142
FIRST CHOICE PPO CLAIMS ****	1,852,587	1,386,201
PAYROLL - Warrants	213,626	301,055
PAYROLL - Direct Deposit	20,857,976	22,110,131
PAYROLL TAXES	7,681,605	8,313,407
B & O TAXES	739,911	679,264
	51,791,368	61,101,736

KING COUNTY PUBLIC HOSPITAL DISTRICT NO. 2 dba EVERGREENHEALTH VOUCHER SUMMARY #573 December 2019		
	CURRENT MONTH	6-MONTH ROLLING AVERAGE
PATIENT & INSURANCE REFUNDS	248,268	254,480
ACCOUNTS PAYABLE - Warrants/Refunds *	24,638,937	22,327,698
ACCOUNTS PAYABLE - Wire Transfers	3,681,653	5,728,679
RISK MANAGEMENT CLAIMS - Wire Transfers	-	41,973
WORKERS COMPENSATION CLAIMS	130,734	124,330
FIRST CHOICE PPO CLAIMS	1,475,267	1,393,076
PAYROLL - Warrants	239,386	293,845
PAYROLL - Direct Deposit	21,113,181	22,162,295
PAYROLL TAXES	7,516,966	8,231,052
B & O TAXES	660,087	662,025
	59,704,479	61,219,452

**Exhibit C ~ Medical Staff/AHP Appointments/Reappointments/Scope of Practice**

<b>INITIAL APPOINTMENTS:</b> The following practitioners are approved for initial appointment to the Medical or Allied Health Professionals with privileges delineated in their credentials file.			
<b>NAME</b>	<b>SPECIALTY/DEPT.</b>	<b>STATUS REQ.</b>	<b>REQUESTED APT. PERIOD</b>
Chang, Yoon Hee, MD	Sleep Medicine/Med	Active	1/21/2020 – 12/31/2021
Ellis, Diane, MD	OB/GYN / W&C	Active	1/21/2020 – 12/31/2021
Jordan, Lisbeth, MD	OB/GYN / W&C	Active	1/21/2020 – 12/31/2021
Kim, Daniel, MD	Rheumatology/Med	Active	1/21/2020 – 12/31/2021
Mailman, Douglas, MD	Addiction Med / Med	Active	MEC recommended not to Appoint
Mickelson, Dayne, MD	Orthopedics / Surgery	Courtesy	1/21/2020 – 12/31/2021
Narayanan, Rajnikanth, MD	Nephrology / Med	Active	1/21/2020 – 12/31/2021
Nicholson, Lisa, MD	OB/GYN / W&C	Active	1/21/2020 – 12/31/2021
Odunsi, Oluwatosin, MD	OB/GYN / W&C	Active	1/21/2020 – 12/31/2021
Sailer, Michael, MD	Orthopedics / Surgery	Courtesy	1/21/2020 – 12/31/2021
Slack, Stephen, MD	OB/GYN / W&C	Active	1/21/2020 – 12/31/2021
Thai, Renee, MD	OB/GYN / W&C	Active	1/21/2020 – 12/31/2021
Warner, Katherine, DO	Vascular Surgery / Surg	Courtesy	1/21/2020 – 12/31/2021

<b>REAPPOINTMENTS:</b> The following practitioners are approved for reappointment to the Medical or AHP Staff with the privileges delineated in their credentials files.			
<b>NAME</b>	<b>SPECIALTY/DEPT.</b>	<b>STATUS REQ.</b>	<b>REQUESTED APT. PERIOD</b>
Engelbrecht, Diane E., MD	Diag Radio/Hospt Med Dept	Active	01/21/2020-12/31/2021
Donovan, Stacey M., RNFA	General Surgery/Surgery	AHP	01/21/2020-12/31/2021
Gilbert, Michael L., MD	Ophthalmology/Surgery	Courtesy	01/21/2020-12/31/2021
Gornall, Kristen A., ARNP	Anesthesiology/Surgery	AHP	01/21/2020-12/31/2021
Grimm, Amy E., MD	Pediatrics/PC	Courtesy	01/21/2020-12/31/2021
Lin, Jen-Liang, MD	Cardiology/Med Dept	Active	01/21/2020-12/31/2021
Marion, Dominique E., MD	Pediatrics/PC	Active	01/21/2020-12/31/2021
Sahs, Jean A., MD	Pediatrics/PC	Courtesy	01/21/2020-12/31/2021
Seaver, Gwen E., MD	Pediatrics/PC	Courtesy	01/21/2020-12/31/2021
Taylor, Lindsay S., PA-C	UC/Hosp Med Dept	AHP	01/21/2020-12/31/2021
Tiburcio, Tania, ARNP	OB-Gyn/W&C	AHP	01/21/2020-12/31/2021
Tsuang, Mary W., MD	OB-Gyn/W&C	Active	01/21/2020-12/31/2021
Tyson, Brad T., PsyD	Mental Health/Med Dept	AHP	01/21/2020-12/31/2021
Van Haelst, Carol M., MD	Heme/Onc/Med Dept	Active	01/21/2020-12/31/2021
Vasavada, Aekta H., PharmD	Pharmacy/PC	AHP	01/21/2020-12/31/2021
Wittman, Mary B., MD	OB-Gyn/W&C	Active	01/21/2020-12/31/2021
Zichella, Mario, DO	Neonatology/W&C	Active	01/21/2020-12/31/2021

<b>RESIGNATIONS: The following practitioners from the Medical Staff or AHP's are accepted and approved.</b>		
<b>NAME</b>	<b>SPECIALTY/DEPT</b>	<b>STATUS</b>
Adam, Julie L., MD	Mammography/Hosp Med Dept	Active
Angelo, Richard, MD	MSK/Ortho/Surgery	Active
Fairchild Fradette, Sarah E., MD	Family Medicine/PC	Active
Halverson, Jocelyn S., ARNP	Infectious Disease/Med Dept	AHP
Kinane, Travis J., ST	MSK/Spine/Surgery	AHP
LaPrelle II, Clark A., PA-C	MSK/Spine/Surgery	AHP
McCoy, Jennifer M., PA-C	Neurosurgery/Surgery	AHP
Nelson, Monica M., ARNP	Neurosurgery/Surgery	AHP
Pepper, Daniel, MD	Vascular Surgery/Surgery	Active
Schiesser, Michael, MD	Addiction Med/PC	Active
Skelly, Sarah M., PA-C	Thoracic Surgery/Surgery	AHP
Stuhling, Glen T., MD	Family Med/PC	Active
Winant, Leanna K., MD	Family Med/PC	Active
Yeary, Suzanne, DO	Family Med/PC	Active