

**CHELAN COUNTY PUBLIC HOSPITAL DIST NO. 2  
LAKE CHELAN COMMUNITY HOSPITAL  
FACILITY PLANNING MEETING OF THE GOVERNING BOARD**

**June 14, 2017 – LCCH BOARD ROOM  
10:00 AM – 12:00 PM  
MEETING MINUTES**

**CALL TO ORDER**

Mary Signorelli called the meeting to order at 10:00 A.M.

**Members Present:**

Mary Signorelli, Chair	Phyllis Gleasman, Vice Chair
Fred Miller, Commissioner	Mary Murphy, Commissioner
Tom Warren, Commissioner	

**Others in Attendance:**

Kevin Abel, CEO	Ken Peters, Director of Environmental Svc.
Vickie Bodle CFO	Barry Leahy
Brad Hankins, COO	Celeste Thomas
Zak Johnson	Jerry Isenhardt

**I. REVIEW OF MISSION:**

- Our Mission is to provide patient-centered, quality healthcare with compassion and respect.

**II. OTHER BUSINESS**

- Kevin reviewed the Vision from the Facility Steering Committee which was, the Lake Chelan Community Hospital and Clinic campus will support the provision of excellent patient and family-centered care in a healing environment that will be adaptable to the changing needs of our community.
- The design of the guiding principles are:
  - o A cohesive medical campus that supports collaborative, integrated patient care,
  - o A facility that meets the needs of our current scope of services, while being adaptable to potential changes in the delivery of wellness and healthcare services in the future.
  - o An environment that promotes respect and healing for patients and families by providing privacy, space for family presence, and minimal noise, while embracing environmentally responsible design principles.
  - o An environment which is inviting and customer friendly to patients, families, and community members, with efficient way-finding, and inclusion of nature and natural light as appropriate.
- Have a subcommittee to look into possibility of having a clinic at Apple Blossom.
  - o Subcommittee to contain, Kevin Abel, Tom Warren, Brad Hankins, Ty Witt, M.D., and Vickie Bodle.

**III. DEFINE ROLES & RESPONSIBILITIES**

- **A. Consultants**
  - o Kelly Arduino, WIPFLi accounting and financial planning
  - o Jim Nelson, D.A. Davidson, General Obligation Bond
  - o Barry Leahy, Project Advisor
    - Oversee pre-construction activities
    - Oversee construction
    - Oversee budget & schedule.
  - o Dick Bratton – General Contractor / Construction Manager (GC/CM) Consultant
    - Oversee GC/CM application approval process with Olympia
    - Oversee the qualifications of general contractors
  - o Phil Giuntoli, Collins Woerman - Architect

- Jody Carona - Health Facilities Planning and Development
    - Master Facilities Planning
  - General Contractor – to be determined after GC/CM process is completed.
- **B. Facilities Committee**
- Committee members to follow the, American College of HC Executive Guidebook, consisting of the following:
    - CEO
    - COO
    - Two Board Commissioners
    - CMO
    - CFO
    - CNO
    - Director of Facilities
    - Project Advisor
  - Facilities Committee will meet regularly
  - Facilities Committee will report to the Board of Commissioners monthly

*A motion was made by Tom Warren to follow the format from the American College of HC Executive Guidebook for the Facilities Committee, seconded by Phyllis Gleasman and approved by the Board of Commissioners.*

**IV. FACILITY COMMITTEE GOALS**

- Oversee building and vision statement
- Oversee planning and design concepts
- Coordinate community input
- Coordinate media to keep community involved
- Oversee budget contingencies.

**V. SCOPE OF AUTHORITY**

- Oversight & Budgeting Contingencies
  - Peer review for our architectural, ADA Compliance regulations, Fire Marshal, electrical, mechanical, plumbing, etc. plans prior to construction

*A motion was made by Mary Murphy to approve peer review before construction, seconded by Phyllis Gleasman and approved by the Board of Commissioners.*

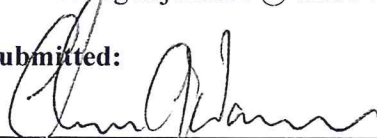
- Change Orders
  - Kevin approves change orders for less than \$25,000
  - Two Board members approve change orders between \$25,000 - \$100,000
  - Board Meeting to approve change orders anything over \$100,000
  - In the event the CEO is not available, two Board members will act in the place of the CEO for less than \$25,000

*A motion was made by Tom Warren to allow the CEO to approve change orders to 1% of budget limit up to \$25,000 with a back-up plan in the event the CEO is not available, of one of two commissioners to approve the change order, seconded by Fred Miller, and approved by the Board of Commissioners.*

**MEETING ADJOURNED:**

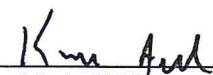
- Meeting adjourned @ 12:00 P.M.

Submitted:

  
 \_\_\_\_\_  
 Board Secretary

7/25/17  
 \_\_\_\_\_  
 Date

Attest:

  
 \_\_\_\_\_  
 Kevin Abel, CEO

7-25-17  
 \_\_\_\_\_  
 Date