

“Caring for Our Community Like Family”

UW Medicine

VALLEY
MEDICAL CENTER

Valley Board of Trustees Special Meeting

COVID-19

MINUTES

March 10, 2020

Board Members Present

VIA PHONE: Erin Aboudara, Carol Barber, Lisa Brandenburg, Janet Evans, Jim Griggs, Shamsou Issak, Vicki Orrico, Julia Patterson

IN PERSON: Bernie Dochnahl, Gary Kohlwes, Donna Russell

Board Members Absent

Lawton Montgomery, Todd Starkey

Others Present

Theresa Braungardt, Jeannine Grinnell, Jamie Park, MD, Wayne Manuel, Matt Mulder, MD, Kalen Privatsky, Rich Roodman

Recorder

Kathryn Holland

1. CALL TO ORDER

Donna Russell called the meeting to order at 12:00 p.m.

2. COVID-19 INCIDENT COMMAND CENTER OVERVIEW

Rich Roodman opened the meeting by stating the purpose for calling the Special Board Meeting which was to provide the Board an opportunity to witness how Valley is preparing and executing efforts related to the COVID-19 virus.

Dr. Jamie Park provided an overview of the form and function of the Incident Command Center including a vast communications network related to transferring the latest medical updates and advisories and to the staff and other entities across Valley and the UW Medicine system. Organizational charts dedicated to the Incident Command Center were shown.

Dr. Park reviewed the five principles of a High Reliability Organization (HRO) including a Preoccupation with Failure, Reluctance to Simplify, Sensitivity to Operations, Commitment to Resiliency, a Deference to Expertise, and how these principles serve in helping Valley respond to this outbreak in a responsive and systematic fashion.

Dr. Park then opened the meeting for staff to address areas impacted including, but not limited to, supply chain, hospital operations, the Clinic Network, modified wayfinding ingress and egress, screening procedures, the Emergency Department, OR, NICU, union concerns and communications, public relations, security, and internal messaging for all staff, patients and relatives.

A Board member requested the informational hotline/website be included for sharing with the community. The Public Information Officer, Jessica Askew, provided the following:

This page and hotline are available on our public facing webpage:

www.valleymed.org/publicadvisory and Coronavirus FAQ page

<https://www.doh.wa.gov/Emergencies/Coronavirus>

1-800-525-0127

Jessica Askew Palm, MHA

Public Information Officer
Social Media & PR Coordinator, Marketing
Valley Medical Center
Office: 425.690.3092
Mobile: 214.924.5975

3. ADJOURNMENT

The meeting adjourned at 12:53 p.m.

Respectfully submitted,

Kathryn Holland (Phone)
Executive Assistant to the Board of Trustees
Valley Medical Center

All reports and presentations reviewed by this committee were in draft format, unless otherwise noted in these minutes.