REGULAR MEETING
BOARD OF COMMISSIONERS
Public Hospital District No. 1-A of Whitman County, Washington
d/b/a Pullman Regional Hospital
Wednesday, June 3, 2026, at 6:00 PM In-Person or Virtually by Zoom

Board of Commissioners
P-Cheryl Oliver, President
P-PJ Sanchez, Vice President
P-Anna Nofsinger, Secretary
P-Joe Pitzer, Commissioner
P-Tricia Grantham, Commissioner

Guests:
Lennis Boyer Watts (teams)
Christopher Lundy (teams)
Kyle Jennings (teams)
Wayne Druffel
Greg Farquhar
Corey Johnson (zoom)
Katie Van Wyngarden (zoom)

Hospital Personnel
P-Matt Forge, CEO
P-Craig Carstens, CFO
P-Tammy Dahl, CNO
P-Bernadette Berney, CHRO
O-Carrie Coen, CRO
P-Rob Rembert, Legal Counsel
O-Benjamin Rhoades, DO, Medical Staff President
P-Karly Port, CPSO
P-Peter Mikkelsen, MD, CMO
P-Linda Infranco, Executive Director
P-Alison Weigley, Strat Planning & Business Dev Director
P-Deedra Zabokrtsky, Quality Resources Director
O-Paulette House, Executive Assistant
P-Anna Helman, Executive Assistant
P-Carly Scholz, Med Staff Manager

I. CALL TO ORDER

President Oliver called the meeting to order at 6:00p. with the following commissioners in attendance: Oliver, Sanchez, Nofsinger, Pitzer, Grantham, Cady, and McFarland.

II. APPROVAL OF MINUTES

A. Commissioner Sanchez moved to approve the minutes for the regular meeting of May 6, 2026. Commissioner Nofsinger seconded the motion. *The motion passed unanimously with the following corrections:*
   a. Commissioner Grantham noted corrections to the May 6 Board Minutes on Pg 3 – Dr. Iacobelli is incorrectly noted as starting full-time in September; 'Dr. Voss' is an ARNP not a physician; and a few name spelling corrections.
   b. Once corrections are made, the minutes will be submitted to Secretary Nofsinger for signature.

III. MODIFICATION TO AGENDA

- Commissioner PJ Sanchez will speak on Finance Committee, not Cheryl Oliver.
- Executive Session will begin with 30 minutes, rather than 15.

IV. CONSENT AGENDA

Commissioner Grantham moved to approve the consent agenda. Commissioner McFarland seconded the motion. *The following committee reports were approved unanimously with the correction of*: Foundation Board of Directors Meeting Minutes were not included and thus were removed from the original list.

- Medical Executive Committee
- Finance Committee
- Quality Management System
- Governance Committee
- Strategic Planning Committee
- Approval of Warrants

V. PUBLIC COMMENT

President Oliver opened the floor for public comment. No public comment was made. President Oliver closed the floor for public comment.

VI. ACTION/DISCUSSION ITEMS

A. **Governance Committee Report** – Shane McFarland

a. PDC Filings Review

Commissioner McFarland reported that the Governance Committee received and reviewed all PDC filings and identified no conflicts of interest. The Governance Committee recommended approval of the filings.

Approval of the PDC filings was moved by Commissioner McFarland on recommendation of the Governance Committee. Commissioner Sanchez seconded the motion. *The motion passed unanimously.*

b. Education: Medical Staff Overview – Dr. Pete Mikkelsen and Carly Scholz

A presentation was provided by Dr. Mikkelsen and Carly Scholz on Pullman Regional Hospital's medical staff governance structure, including medical staff membership, bylaws, the Medical Executive Committee (MEC), and clinical committee oversight. The session reviewed the roles and responsibilities of the medical staff, membership categories, credentialing and privileging processes, and the distinction between medical staff authority and hospital administration.

The bylaws were identified as the primary governing framework, while the MEC serves as the leadership body linking the medical staff and governing board. Clinical committees support governance through oversight of quality, patient safety, credentialing, practitioner evaluation, and policy review, to ensure the highest standards of patient care.

B. **Finance Committee Report** – PJ Sanchez

Commissioner Sanchez provided an update from the most recent Finance Committee meeting. He noted that insurance renewal costs are expected to increase by over 17%, and the organization plans to issue a request for proposals for coverage next year. He also reported a minor adjustment in pricing, with increases planned for approximately 20 items effective July 1st.

a. Financial Update – Craig Carstens

April financial results were reviewed, including operating income, revenue, expenses, cash flow, and other key performance metrics. Craig discussed the distinction between net operating income and total bottom-line performance, noting that operational results remain the primary measure of controllable performance. Revenue growth has slowed and expenses continue to outpace revenue growth, though positive cash flow was maintained. Craig also noted ongoing efforts are being made to improve financial reporting, operational oversight, and long-term financial sustainability.

The following topics were also briefly reviewed:

- Audit Update – Bad Debt: A draft audit report is being finalized and will be presented at the next Finance Committee meeting. Audit findings included an adjustment to previously reported bad debt, with approximately $1.2 million being reclassified to the appropriate fiscal year to better align expenses with when they should have been recognized.
- ERC Update: A brief update was provided regarding Employee Retention Credit (ERC) matters previously discussed. No significant new developments were reported.
- Capital Approvals: Craig noted no significant capital approval updates or actions to report today.

C. **Strategic Planning Committee Report** – Matt Forge

Matt Forge discussed progress related to the organization's strategic plan, emphasizing that current financial and operational performance is closely tied to successful execution of key strategic priorities. He highlighted improving access to care, particularly through expanding provider capacity in areas such as internal medicine and surgical services. These efforts are expected to improve patient flow and support stronger performance over time. He also noted an anticipated population growth in the Palouse region, which is incorporated into the strategic plan's future demand planning. Additional priorities include enhancing patient experience, strengthening community engagement, and addressing broader community needs such as housing and childcare.

a. Expansion Update – Greg Farquhar

Greg Farquhar with Bouten Construction provided an update on the ongoing PRH Expansion Project, noting continued progress on Phase 1 areas, including the central sterile and OR space. Work is also advancing on the lab and phlebotomy space, with equipment deliveries expected in late June.

Utility coordination and site checks have been completed, and additional exterior equipment installations are expected within the next several weeks as the project continues to move forward on schedule. Overall progress is reported to be in the mid-20% completion range, with roughly 40% of tasks underway.

VII. ANNOUNCEMENTS

A. Linda Infranco reminded the group of the upcoming Fireside Events scheduled for June 11 and June 23, both taking place from 5:00-7:00 PM. The events will take place at the following locations:

- June 11: Ridge Pointe Clubhouse
- June 23: Zeppoz Restaurant

A reminder was distributed today. Linda noted that RSVPs should be directed to her.

VIII. EXECUTIVE SESSION

At 7:15p President Oliver announced that the meeting would go into Executive Session for 30 minutes to discuss the granting, denial, revocation, restrictions, or other considerations of the status of the clinical or staff privileges of a physician or other healthcare provider, consider personnel issues, and consult with legal counsel.

At 7:45p, President Oliver announced that executive session would continue for another 15 minutes.

The meeting resumed Open Session at 8:00p.

IX. OPEN SESSION

A. **Credentials Report**

Commissioner Pitzer moved to approve the credentials report. Commissioner Cady second the motion. *The motion passed unanimously.*

X. ADJOURNMENT

The meeting adjourned at 8:01p.

Respectfully submitted by:

Anna Helman
Anna Helman
Executive Assistant
Pullman Regional Hospital

Anna Nofsinger
Anna Nofsinger
Secretary
Board of Commissioners, Pullman Regional Hospital