

SPECIAL MEETING
BOARD OF COMMISSIONERS
Public Hospital District No. 1-A of Whitman County, Washington
d/b/a
Pullman Regional Hospital
Wednesday, January 8, 2025 at 6:00 PM, In-Person or Virtual Meeting by Zoom
Virtual Participation via ZOOM Conferencing or In-Person

Board of Commissioners

P-Tricia Grantham, President
P-PJ Sanchez, Vice President
P-Cheryl Oliver, Secretary
P-Joe Pitzer, Commissioner
P-Karen Karpman, Commissioner

Hospital Personnel

P-Matt Forge, CEO
P-Steve Febus, CFO
P-Bernadette Berney, CHRO
P-Carrie Coen, CRO
E-Nancy Panko, M.D., Medical Staff President
P-Karly Port, CPSO
P-Peter Mikkelsen, M.D., CMO
P-Erin Sedam, Executive Assistant
P-Linda Infranco, Executive Director
E-Alison Weigley, External Relations Director
P-Rob Rembert, Legal Counsel

Guests:

Anna Nofsinger
Lisa Hohnholz
Jeff Elbracht

I. CALL TO ORDER

Vice President Grantham called the meeting to order at 6:00p. Roll call was taken with the following Commissioners answering present: Grantham, Pitzer, Sanchez, Karpman, and Oliver.

II. SPECIAL ACKNOWLEDGEMENT

Vice President Grantham offered a special acknowledgement to Jeff Elbracht, who recently resigned from the Board, for his 18 years of service as a Commissioner. She thanked him for all he has done for the organization and the community.

III. ELECTION OF OFFICERS

Vice President Grantham presented the Slate of Officers as recommended by the Governance Committee. The Slate nominated Grantham as President, Sanchez as Vice President, and Oliver as Secretary. Commissioner Pitzer moved that the nominations for officers be closed and appoint the Slate of Officers. Commissioner Sanchez seconded the motion, and the motion passed unanimously.

IV. APPROVAL OF MINUTES

A. Commissioner Karpman moved to approve the minutes for the regular meeting of December 4, 2024. Vice President Sanchez seconded the motion, and the motion passed unanimously.

V. CONSENT AGENDA

Commissioner Sanchez moved to approve the consent agenda. Commissioner Pitzer seconded the motion. The following committee reports were approved unanimously.

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

VI. PUBLIC COMMENT

President Grantham opened the floor for public comment. No comments were made by the public in attendance. President Grantham closed the floor for comments.

VII. BOARD CANDIDATE INTERVIEWS

- A. President Grantham welcomed the one candidate in attendance: Anna Nofsinger. She reviewed the interview process, roles of a Board of Commissioner, and the expectations of a commissioner for Pullman Regional Hospital.

President Grantham welcomed Anna Nofsinger to answer the set list of questions for the consideration. Those questions are the following:

- a. Should you be selected to fill the Commissioner vacancy, are you willing to accept the offer tonight? Are you a resident in the Hospital District? Are you registered to vote in the district?
- b. Why are you interested in serving on the Board of Commissioners at Pullman Regional Hospital?
- c. What life experience do you have that you know would be valuable in serving on the Board?
- d. In the packet of material that you received, there was information about the time commitment expected for a Board position. How do you see the time commitment for this position integrating with your other commitments?
- e. Tell us about a time you were working in a group and a decision was made that you personally did not agree with. What did you do?
- f. Share with us your thoughts and impressions of what Pullman Regional Hospital's strategic plan is striving to accomplish for our community.
- g. What else would you like to share?

President Grantham thanked the candidate and invited her to stay for the remainder of the meeting or offered they could be excused from the rest of the meeting as well.

VIII. ADMINISTRATION UPDATE

Matt Forge presented the December Administrative Update and asked if there were any questions about the written report. There was some conversation around state funding programs and the impacts of those revenues on the organization.

IX. ACTION / DISCUSSION

A. Financial Update

Steve Febus provided the Commissioners with a financial update. He spoke to some of the challenges associated with collections and insurance. Mr. Febus also mentioned the fiscal team is working to close out the 2024 year and will be able to provide the Board with the yearend information for their next meeting.

B. Expansion Project Update

Matt Forge and Steve Febus provided the Commissioners with an update on the Expansion Project. Mr. Febus provided some historical information around the process of utilizing the GCCM process and that the project has reached the point where engineering partners are being brought onboard. Mr. Forge and Mr. Febus both emphasized the continuous efforts to bring the budget in line with the project scope. The balance in spending is to remain committed to being good stewards with our taxpayers and delivering on the commitments made to the community. Because the budget alignment process continues to be solidified, construction timelines will be adjusted accordingly. An aspect of cost reduction being considered is understanding how the project can be concluded sooner through more efficiencies, shortening the overall length of the project.

C. Committee Assignments

President Grantham presented the 2025 Committee Assignments to the Commissioners. She stated that she will fill vacancies within the committee assignments as new commissioners are appointed to the Board. All the Commissioners agreed with their assignments.

X. ANNOUNCEMENTS

- A. Commissioner Vacancy Update – With Jeff Elbracht's recent resignation effective January 5th, the Board will reopen the application process through January 31st.
- B. PRHF Gala, February 1st, SEL Event Center
- C. Rural Advocacy Day, February 11th, Olympia, WA
- D. Residency Match Day Celebration, March 21, 2025, Etsi Bravo

XI. EXECUTIVE SESSION

At 7:02p President Grantham announced that the meeting would go into Executive Session for 10 minutes to discuss granting, denial, revocation, restrictions, or other considerations of the status of the clinical or staff privileges of a physician or other healthcare provider, evaluate the qualifications of a candidate for appointment to elective office, consider personnel issues, and consult with legal counsel.

XII. OPEN SESSION

The meeting resumed in Open Session at 7:12p.

- A. Appointment of Commissioner - Commissioner Pitzer moved to appoint Anna Nofsinger to the vacant commissioner position. Commissioner Karpman seconded the motion, and the motion passed unanimously.

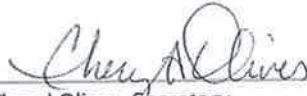
XIII. ADJOURNMENT

The meeting adjourned at 7:13p.

Respectfully submitted by:



Erin Sedam
Executive Assistant



Cheryl Oliver, Secretary
Board of Commissioners

*(Minutes are not officially approved until the
next Board Meeting.)*