

**REGULAR MEETING
BOARD OF COMMISSIONERS
Public Hospital District No. 1-A of Whitman County, Washington
d/b/a**

Pullman Regional Hospital

Wednesday, February 1, 2023 at 6:00 PM, In-Person or Virtual Meeting by Zoom

Virtual Participation via ZOOM Conferencing or In-Person

Board of Commissioners

P-Jeff Elbracht, President
P-Tricia Grantham, Vice President
P-Sandra O'Keefe, Secretary
P-Joe Pitzer, Commissioner
P-Michael Murphy, Commissioner
P-Karen Karpman, Commissioner
P-PJ Sanchez, Commissioner

Hospital Personnel

P-Matt Forge, CEO
P-Jeannie Eylar, CCO
P-Steve Febus, CFO
P-Bernadette Berney, CHRO
P-Carrie Coen, CRO
P-Brenna Harris, D.O., Medical Staff President
E-Edwin Tingstad, M.D., CMO
P-Karly Port, CCNO
P-Erin Sedam, Executive Assistant
P-James Onstad, Legal Counsel

Guests:

Alison Weigley
Corinne Drollette
Jade Stellmon
Dr. Stephen Hall
Trisha Quiring
Linda Infranco
iPad (2)

I. CALL TO ORDER

President Elbracht called the meeting to order at 6:01 p.m. Roll call was taken with the following Commissioners answering present: Elbracht, Grantham, O'Keefe, Pitzer, Murphy, Karpman, and Sanchez.

II. APPROVAL OF MINUTES

Commissioner O'Keefe moved to approve the minutes for the regular meeting of January 4, 2023. Commissioner Karpman seconded the motion and the motion passed unanimously.

III. MODIFICATIONS TO AGENDA

There were no modifications to the agenda. A correct to the consent agenda presenter was suggested to change it from Commissioner O'Keefe to Commissioner Sanchez.

IV. CONSENT AGENDA

Commissioner Grantham moved to approve the consent agenda. Commissioner O'Keefe seconded the motion. The following committee reports were approved unanimously.

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

V. PUBLIC COMMENT

President Elbracht opened the floor for comments. No public comments were made.

VI. BOARD EDUCATION

Trisha Quiring and Jade Stellmon presented an educational overview of the Family Medicine Residency at Pullman Regional Hospital in partnership with Washington State University. They reviewed the residency leadership team, recent activities, the recruitment for residents, and the application process. The final match will be announced on March 17th. Lastly, they reviewed the types of services the community can expect to see from this clinic.

VII. ADMINISTRATIVE UPDATE

Matt Forge presented the Administrative Update and asked if there were any questions. There were some initial questions regarding the sprinkler pipe burst. Steve Febus provided more information on the financial compensation efforts with the insurance company. He stated that they have submitted the floor damage cost and are working on the lost revenue analysis to include that in the claim.

VIII. ACTION / DISCUSSION ITEMS

A. Reliability Management Update

Carrie Coen provided the Commissioners with an incident overview of the sprinkler pipe burst event. She highlighted a summary of the event, known facts, the risk analysis, and the systematic approach taken to address the incident. She went on to review the action plans to restore the area damaged.

B. Patient Satisfaction Update

Jeannie Eylar presented an overview of the patient experience data from 2022. The information offered was from the Press Ganey survey tool the Hospital utilizes to capture satisfaction metrics from patients.

C. Monthly Financial Update

Steve Febus provided the Commissioners with a yearend financial update. He provided a high-level overview of the statement of people, programs, and financial performance of service areas within the district.

D. Petty Cash Resolution

Steve Febus presented the Petty Cash Resolution, which is intended to reset the amounts for the corresponding areas. Commissioner O'Keefe read resolution 598 regarding creation of petty cash funds for Public Hospital District No. 1-A of Whitman County. Commissioner Murphy moved to approve the resolution. Commissioner Sanchez seconded the motion and the motion passed unanimously.

E. Physician Recruitment Update

Karly Port provided an update to the Board on the physician recruitment activities. She relayed information about Dr. Keizur's transition and recruiting efforts for two urologists. She also mentioned Dr. Robert Conroy has replaced Dr. Randy Zuckerman in the surgery clinic. She went on to provide updates on recruitment efforts for GI, family medicine, pediatrics, and behavioral health.

F. Epic Implementation Update

Jeannie Eylar gave the Commissioners an update on the EPIC implementation efforts that have been live for just over a week. She stated that staff have been ready to use the program and learn from experience, as opposed to completing online learning modules, and have emerged themselves in this program since going live. She also reported that the Providence Implementation team that has been onsite supporting our staff during the learning process has been very impressed with how quickly the team is picking up the program.

X. ANNOUNCEMENTS

- A. Pullman Regional Hospital Gala – February 4, 2023, SEL Event Center
- B. Residency Open for Patients - February 6, 2023
- C. Rural Advocacy Days – February 14, 2023, Olympia, WA

XI. EXECUTIVE SESSION

At 8:04 P.M. President Elbracht announced that the meeting would go into Executive Session for 15 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, consider personnel issues, and consult with legal counsel.

XII. OPEN SESSION

The meeting resumed in Open Session at 8:19 P.M.

A. Credentials Report

Commissioner Murphy moved to approve the credentials extension report. Commissioner Sanchez seconded the motion and the motion passed unanimously.

XIII. ADJOURNMENT

The meeting adjourned at 8:20 P.M.

Respectfully submitted by:



Erin Sedam
Executive Assistant



Sandra O'Keefe, Secretary
Board of Commissioners
*(Minutes are not officially approved until the
next Board Meeting.)*