

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

**Wednesday, March 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  
E-Joe Pitzer, Commissioner  
P-Michael Murphy, Commissioner  
P-Karen Karpman, Commissioner  
P-PJ Sanchez, Commissioner

Guests:

Alison Weigley  
Linda Infranco  
Judy Stone  
Contractor, Jeff

Hospital Personnel

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

**I. CALL TO ORDER**

President Elbracht called the meeting to order at 6:00 p.m. Roll call was taken with the following Commissioners answering present: Elbracht, Grantham, O'Keefe, Murphy, Karpman, and Sanchez.

**II. APPROVAL OF MINUTES**

Commissioner Karpman moved to approve the minutes for the regular meeting of February 1, 2023. Commissioner O'Keefe seconded the motion and the motion passed unanimously.

**III. MODIFICATIONS TO AGENDA**

There were no modifications to the agenda.

**IV. CONSENT AGENDA**

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

- Medical Executive Committee
- Finance Committee
- Integrated High Reliability Committee
- Strategic Planning Committee
- Foundation Board of Directors
- Approval of Warrants

**V. PUBLIC COMMENT**

President Elbracht opened the floor for comments. The Construction Contractor, Jeff said hello.

**VI. BOARD EDUCATION**

Commissioners O'Keefe and Grantham provided an update around their involvement at the Rural Advocacy Days in Olympia. Matt Forge was also in attendance. The attendees found the time at the Capitol valuable and important to represent our Hospital District.

**VII. ADMINISTRATIVE UPDATE**

Matt Forge presented the Administrative Update and asked if there were any questions. There was some conversation around the \$15,000 awarded funds to care coordination. There was also discussion around the Family Medicine Residency. Mr. Forge gave a quick overview and explained more will come later in the agenda.

**VIII. ACTION / DISCUSSION ITEMS**

**A. Reliability Management Update**

Matt Forge provided an update on the power surge incident. He gave a summary of the event, explaining what caused the power surge and the actions that were taken. In addition to the initial response, he went on to explain how the team looks at these situations from an incident command structure to improve operations in the future.

**B. Monthly Financial Update**

Steve Febus provided a financial update. He explained that this is the first monthly report to come out of the Workday system. The finance team is working through some of the nuances with reporting in the new system. He mentioned that the Board can expect to see AR days around 80 or so in February.

**C. Expansion Update**

Matt Forge provided the Commissioners with an update on the Facilitates Expansion Project. He mentioned the first step will be to acquire an architect partner between now and June. We are currently planning and organizing the process so that when we are able to acquire funding, we will have that work already in place. He went on to review the committee structure for the Expansion Project. Lastly, he informed the Board that this will be a standing item on the monthly agendas so the Commissioners are aware of the progress.

**D. Gala Update**

Linda Infranco provided an overview of the Pullman Regional Hospital Foundation Gala. She mentioned that the event was fundraising for the Hospital's highest need; surgical expansion. She provided details around amounts raised and number of attendees. She provided thanks to those who helped make the event a huge success.

**E. Residency Clinic Update**

Matt Forge provided an update on the Family Medicine Residency Clinic. He stated that the resident match is coming up on March 17<sup>th</sup>. This is when the Hospital and University will learn who the three physicians are for the clinic. He also announced that we now have signage up and started seeing patients. The Hospital is also working on acquiring a simulation program to be conducted out of the Residency Clinic with funding supported through WSU.

**X. ANNOUNCEMENTS**

- A. Match Day Celebration, March 17th, 5:30p at Etsi Bravo
- B. WSU Baseball Series Presented by PRH, March 31st – April 2nd
- C. PDC Filing, April 14th
- D. Hospital Week, May 8 – 12th
- E. Foundation Board of Directors Meeting, June 16th, 12:00p at Palouse Ridge
- F. AWP/PHD & WSHA Rural Hospital Leadership Conference 2023, Chelan, June 27 -28th

**XI. EXECUTIVE SESSION**

At 7:25 P.M. President Elbracht 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, consider personnel issues, and consult with legal counsel.

**XII. OPEN SESSION**

The meeting resumed in Open Session at 7:35 P.M.

- A. Credentials Report

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

**XIII. ADJOURNMENT**

The meeting adjourned at 7:36 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.)*