

**REGULAR MEETING
BOARD OF COMMISSIONERS
Public Hospital District No. 1-A of Whitman County, Washington
d/b/a
Pullman Regional Hospital
Wednesday, March 2, 2022 at 6:00 PM, Virtual Meeting by Zoom
Virtual Participation via ZOOM Conferencing**

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-Margaret Werre, Commissioner
P-Karen Karpman, Commissioner

Hospital Personnel

P-Scott K. Adams, CEO
P-Jeannie Eylar, CCO
P-Steve Febus, CFO
P-Bernadette Berney, CHRO
E-Rueben Mayes, CDO
P-Carrie Coen, CRO
P-Timothy Goodrich, D.O., Medical Staff President
P-Edwin Tingstad, M.D., CMO
P-Karly Port, CCNO
P-Erin Sedam, Executive Administrative Assistant
P-Rob Rembert, Legal Counsel

Guests:

Shelley Bull	509.433.8586
Alison Weigley	Matt Forge
2083059559	Pete Mikkelsen
John White	KQQQ – John Webb

I. CALL TO ORDER

President Elbracht called the meeting to order at 6:02 p.m. Roll call was taken with the following Commissioners answering present: Elbracht, Grantham, Pitzer, O'Keefe, Werre, and Karpman. Commissioner Murphy joined at 6:05p

II. APPROVAL OF MINUTES

Commissioner Karpman moved to approve the minutes for the regular meeting of February 2, 2022. Commissioner Pitzer seconded the motion and the motion passed unanimously.

III. MODIFICATIONS TO AGENDA

There were no modifications to the agenda.

IV. CONSENT AGENDA

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

- Medical Executive Committee
- Finance Committee
- Quality Improvement Committee
- Governance Committee
- Foundation Board of Directors
- Approval of Warrants

V. BOARD EDUCATION

The Commissioners review the WSHA Webinar titled "Board Role in the Workforce". There was some conversation around staffing levels at Pullman Regional Hospital and Administration's commitment to keeping those levels at a safe number. The costs associated with traveling nurses and providers was also discussed as well as what Pullman Regional Hospital is doing to create a pipeline with medical students to retain them after their schooling is complete.

VI. ADMINISTRATIVE UPDATE

Scott Adams presented the Administrative Update and asked if there were any questions. There was some conversation around the speech therapy book that is now available for purchase on Amazon.

VII. ACTION / DISCUSSION ITEMS

A. High Reliability Quarterly Update

Carrie Coen provided the Board with an overview of the physical environment safety categories, which include emergency management, hazardous materials management, life safety management, medical equipment management, and utilities management. She reviewed the performance data of these areas. Next, she went on to discuss patient experience. The department being highlighted for this report is the Emergency Department. She reported that they saw an increased acuity for ICU patients, no surgeries were cancelled or deferred this month, and regional bed status is limited, despite COVID decline.

B. Financial Update

Steve Febus asked if the Commissioners had any questions on the monthly financial report. There being no questions, he went on to explain the work going into moving Pullman Regional Hospital Clinic Network from an LLC to under the Hospital and its tax identification number. He reviewed the benefits with this consolidation and explained that there will be more information and an action item for the Board's consideration at their meeting in April.

C. Lease Proposal

Steve Febus reviewed the capital expenditures that the Finance Committee is helping manage and highlighted the immediate capital needs. He received updated quotes for a lease that now exclude the EMR. The two quotes presented were with Insight Financials and Philips. Mr. Febus suggested moving forward with the 60-month lease for \$1.5M with Insight Financial. He also explained that with upward pressure on interest rates, this would be the right time to contract this lease. Lastly, he explained that this has a neutral impact on our debt services. Commissioner Pitzer motioned to authorize the 60-month lease for \$1.5M and Commissioner Murphy seconded the motion. The motion passed unanimously.

D. Electronic Signature Policy

Commissioner Werre presented a new policy brought forward to the Board by the Governance Committee. This policy would allow Commissioners to execute signatures on documents electronically. Commissioner Pitzer moved to approve the policy and Vice President Grantham seconded the motion. The motion passed unanimously.

E. Facilities Planning Timeline Overview

Scott Adams reviewed the facilities strategic planning timeline gnat chart with the Commissioners, which included a list of suggested upcoming activities. The outline indicated that there would be a first proposal for funding considerations presented at the June Board of Commissioner meeting.

F. Hybrid Meetings Starting April

The Commissioners discussed moving to hybrid in-person and remote participation at their board meetings starting at their regular meeting in April. Commissioner Pitzer moved to make Board meetings hybrid indefinitely until otherwise revised. Commissioner O'Keefe seconded the motion and the motion passed unanimously.

IX. ANNOUNCEMENTS

A. Onsite CEO Candidate Interviews

B. Hospital Week, May 2nd – 6th

C. Foundation Gala, May 14th

X. EXECUTIVE SESSION

At 7:56 P.M. the President 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, discuss personnel issues, and consult with legal counsel. Executive Session was extended for an additional 15 minutes at 8:26 p.m., and extended an additional 5 minutes at 8:41 p.m. After concluding the executive session at 8:46 p.m. a second executive session was occurred beginning 8:49 p.m. which was extended by 5 minutes at 9:04.

XI. OPEN SESSION

The meeting resumed in Open Session at 9:09 P.M. Commissioner Murphy moved to approve the Credentials Report and Commissioner O'Keefe seconded the motion. The motion passed unanimously.

XII. ADJOURNMENT

The meeting adjourned at 9:10 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.)

VOTING CHART

MOTION	<i>Minutes - February 2nd</i>		
	Aye	No	Abstain
Name			
Werre	✓		
Murphy			
Pitzer	✓		
Grantham	✓		
Karpman	✓		
O'Keefe	✓		
Elbracht	✓		

VOTING CHART

MOTION	Consent Agenda		
	Aye	No	Abstain
Name			
Werre	✓		
Murphy			
Pitzer	✓		
Grantham	✓		
Karpman	✓		
O'Keefe	✓		
Elbracht	✓		

VOTING CHART

MOTION	Lease Proposal		
	Aye	No	Abstain
Name			
Werre	✓		
Murphy	✓		
Pitzer	✓		
Grantham	✓		
Karpman	✓		
O'Keefe	✓		
Elbracht	✓		

VOTING CHART

MOTION	<i>Electronic Signature Policy</i>		
	Aye	No	Abstain
Name			
Werre	✓		
Murphy	✓		
Pitzer	✓		
Grantham	✓		
Karpman	✓		
O'Keefe	✓		
Elbracht	✓		

VOTING CHART

MOTION	Hybrid meetings Starting in April		
	Aye	No	Abstain
Name			
Werre	✓		
Murphy	✓		
Pitzer	✓		
Grantham	✓		
Karpman	✓		
O'Keefe	✓		
Elbracht	✓		

VOTING CHART

MOTION	<i>Credentials</i>		
	Aye	No	Abstain
Name			
Werre	✓		
Murphy	✓		
Pitzer	✓		
Grantham	✓		
Karpman	✓		
O'Keefe	✓		
Elbracht	✓		