

REGULAR MEETING
BOARD OF COMMISSIONERS
Public Hospital District No. 1-A of Whitman County, Washington
d/b/a
Pullman Regional Hospital
Wednesday, April 07, 2021, 6:00 p.m.
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
P-Dr. Gerald Early, CMIO
P-Rueben Mayes, CDO
P-Karly Port, Executive Director PRHCN
P-Darrol Hval, D.O., Medical Staff President
P-Erin Sedam, Executive Administrative Assistant
P-Kelly Brown, Legal Counsel

Guests:

Alison Weigley, PRH External Relations
Kyrk Taylor, PRH Human Resources
Judy Stone, League of Women Voters

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, Werre, and Karpman.

II. APPROVAL OF MINUTES

Commissioner Karpman moved to approve the minutes for the regular meeting of March 3, 2021. Commissioner Werre seconded the motion and the motion passed unanimously.

III. MODIFICATIONS TO AGENDA

A modification to increase executive session to 30 minutes instead of 20 was accepted.

IV. CONSENT AGENDA

Commissioner O’Keefe moved to approve the Consent Agenda and Commissioner Karpman seconded the motion. The following committee reports were approved unanimously:

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

V. BOARD EDUCATION

The Commissioners were asked to review the Washington State Hospital Association online educational webinar titled “Harnessing Innovation in the Midst of Uncertainty”. Commissioner O’Keefe offered some of her reflection related to Pullman Regional Hospital’s communication efforts during the height of the pandemic and how it could have been improved. Scott Adams offered insight that during those first few weeks information was changing and coming out so rapidly, that it was difficult to stay current in the beginning. The Hospital has since

developed improved ways to share communications with the community. Mr. Adams also highlighted the decision-making group, Pandemic Management Coordinating Center (PMCC), that was pulled together quickly and early to help make important early decisions. This group is diverse and consists of internal and external participants. The group still meets today and continues to have robust conversations. There was some additional conversation around telehealth. Karly Port reported on the telehealth services for cardiology that will be going live on May 26th in Pomeroy, Washington and additional locations starting this summer. She added that we continue to monitor national trends for telehealth services and could see primary and pediatric care being more likely to prefer receiving their healthcare this way.

VI. ADMINISTRATIVE UPDATE

Scott Adams presented the Administrative Update and asked the Commissioners if there were any questions. He highlighted the section related to those employees who have been with Pullman Regional Hospital for 15 or more years. He noted that this group of individuals makes up 20% of the staff at the Hospital.

VII. ACTION / DISCUSSION ITEMS

A. Clinical Quality and Physical Environment

Jeannie Eylar highlighted a couple of the Quality Management System metrics that have been a focus; Covid inpatient volumes and total transfers from Pullman Regional Hospital. She explained that these numbers were higher in the 4th quarter due to bed capacity and staffing during surge. She also provided some clarification around the spike in patient falls. She said that after conducting a root cause analysis, most falls were happening in rooms 111 and 112 in the emergency department. With increased donning and doffing protocols, staff were not able to get to patients as quickly to prevent the falls from occurring. Commissioner Pitzer moved to approve the Clinical Quality and Physical Environment report. Commissioner Murphy seconded the motion and the motion passed unanimously.

B. Financial Update

Steve Febus reviewed the key performance indicators (KPIs). He reported that the total margin year to date is \$740,411 and that days cash on hand is 115. He also mentioned that the 2020 audit is wrapping up and that they just received the final December financials from Palouse Specialties, which was the last piece needed for the auditors to complete their work. He hopes to share the audit results at the next board meeting. He provided clarification around the term "single audit" and explained that this is one standard process. The Cares Act will go through a single audit. Mr. Febus reported that the initial meeting with the Cares Act auditor went really well.

C. Palouse Health Center

Scott Adams provided background on the opportunity for rental space in Palouse, Washington to house the Palouse Health Center. He mentioned that Connie Newman reached out to him to make a connection with a developer who purchased a larger building in the community to see if Pullman Regional Hospital would be interested in leasing some of the space. He then showed the Commissioners conceptual space ideas for how the building could be utilized for the Palouse Health Center. He added that the current building of the Palouse Health Center lack confidentially space and wasn't built with intentions of being a clinical space. The proposal to rent and utilize this new space would include starting at three days a week and increase as supporting volumes also increase. Commissioner Werre moved to approve the lease opportunity for the Palouse Health Center. Vice President Grantham seconded the motion and the motion passed unanimously.

D. Annexation Resolution

President Elbracht explained that the Hospital is considering expanding the taxing district by way of voter annexation. The original area proposed was to include the Pullman School District and the Palouse School District. It is the Strategic Planning Committee's recommendation to only include the Pullman School District and exclude the Palouse School District. He then went on to present the resolution which is setting a public

hearing date regarding the annexation proposal. This resolution is a required step in the process. The Public Hearing will be on June 2nd at 6:00p via Zoom. Commissioner O’Keefe read the resolution proposing the annexation of territory to Public Hospital District No. 1-A of Whitman County, Washington, and a vote by the qualified electors residing within the territory proposed to be annexed. Commissioner Karpman moved to approve the resolution and Commission Werre seconded the motion. The motion passed unanimously.

E. Board Policy Revisions

Commissioner O’Keefe presented recommended revisions to three policies on behalf of the Governance Committee; Physician Recruitment, CEO Succession Plan, and Hospital Based Physician Practice. She explained that the Physician Recruitment Policy is a merge of two existing policies (solo physician and practice physician) into one overarching document. Commissioner O’Keefe moved to approve the revised Physician Recruitment Policy and Commissioner Murphy seconded the motion. The motion passed unanimously. Commissioner O’Keefe went on to explain the revisions to the CEO Succession Plan Policy. These revisions are to allow the recruitment process to entertain internal and external candidates at the same time. Commissioner O’Keefe moved to approve the revised policy for CEO Succession Plan. Commissioner Karpman seconded the motion and the motion passed unanimously. Lastly, Commissioner O’Keefe presented the revised policy Hospital Based Physician Practice. The only change to this policy is the addition of the word “healthcare” in one section. Vice President Grantham moved to approve the revised policy for Hospital Based Physician Practice. Commissioner Murphy seconded the motion and the motion passed unanimously.

F. Leadership Development Curriculum and Phase 2 Timeline

Bernadette Berney walked the Commissioners through how the next few months will look for recruitment and application gathering for the Chief Executive Officer position. Next, she reviewed the Leadership development curriculum course topics and presenters, highlighting the total hours, elective learnings, and course options from ACHE that will be available. Ms. Berney added that pre and post development activities will be evaluated to help gauge if perspectives have changed during the course. Commissioner O’Keefe moved to approve the Leadership Development Curriculum and Phase Two Timeline. Commissioner Pitzer seconded the motion and the motion passed unanimously.

VIII. ANNOUNCEMENTS

- A. Conflict of Interest Statements
- B. Health Innovation Summit / Hospital Week (Virtual): May 10th -14th

IX. EXECUTIVE SESSION

At 8:06 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 and to consult with legal counsel. At 8:36 P.M. the President announced that the Executive Session would continue for another 5 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 and to consult with legal counsel.

X. OPEN SESSION

The meeting resumed in Open Session at 8:41 P.M. Commissioner Murphy moved to ratify the Physician Recruitment Agreement with Aaron Vandebos. M.D. The motion was seconded by Commissioner Karpman. The motion passed unanimously. Commissioner Karpman moved to ratify the Physician Recruitment Agreement with Mathew Taylor, M.D. Commissioner Murphy seconded the motion. The motion passed unanimously. Commissioner Murphy moved to approve the Physician Recruitment Agreement with Dr. Lytle and authorize Scott Adams to execute the Physician Recruitment Agreement. The motion was seconded by Commissioner Karpman. The motion passed with 6 “ayes”, 0 “nay’s” with Commissioner O’Keefe abstaining.

O'Keefe moved to approve the Credentials Report and grant the initial appointment to the Active Medical Staff for Jonathan Lee, M.D., with privileges in Pediatrics, grant the applications for reappointment to the Telemedicine Medical Staff, the applications to reappointment to the Active Medical Staff, the Affiliate Medical Staff, and the applications for reappointment to the Associate Medical Staff, the initial appointment to the Telestroke Providers by Kinhal Anil Desai Long, MD, all with the privileges as requested, and grant the request for extensions by Iris Fadlon, MD, Rhonda Lampen, MD, and Rabab Rizvi, MD. Commissioner Murphy seconded the motion. The motion passed unanimously.

XI. ADJOURNMENT

The meeting adjourned at 8:45 p.m.

Respectfully submitted by:



Erin Sedam

Executive Administrative Assistant



Sandra O'Keefe, Secretary
Board of Commissioners

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

VOTING CHART

MOTION	meeting minutes - 3/3/21		
	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	Clinical Quality & Physical Environment		
	Aye	No	Abstain
Name			
Werre	✓		
Murphy	✓		
Pitzer	✓		
Grantham	✓		
Karpman	✓		
O'Keefe	✓		
Elbracht	✓		

VOTING CHART

MOTION	Palouse Health Center		
	Aye	No	Abstain
Name			
Werre	✓		
Murphy	✓		
Pitzer	✓		
Grantham	✓		
Karpman	✓		
O'Keefe	✓		
Elbracht	✓		

VOTING CHART

MOTION	Annexation Resolution		
	Aye	No	Abstain
Name			
Werre	✓		
Murphy		✓	
Pitzer	✓		
Grantham	✓		
Karpman	✓		
O'Keefe	✓		
Elbracht	✓		

VOTING CHART

MOTION	Physician Recruitment Policy		
	Aye	No	Abstain
Name			
Werre	✓		
Murphy	✓		
Pitzer	✓		
Grantham	✓		
Karpman	✓		
O'Keefe	✓		
Elbracht	✓		

4/7/21

VOTING CHART

MOTION	CEO Succession Policy		
	Aye	No	Abstain
Name			
Werre	✓		
Murphy	✓		
Pitzer	✓		
Grantham	✓		
Karpman	✓		
O'Keefe	✓		
Elbracht	✓		

VOTING CHART

MOTION	Hospital Based Physician Practice Policy		
	Aye	No	Abstain
Name			
Werre	✓		
Murphy	✓		
Pitzer	✓		
Grantham	✓		
Karpman	✓		
O'Keefe	✓		
Elbracht	✓		

4/7/21

VOTING CHART

MOTION	Leadership Development Curriculum 3 Phase 2 Timeline		
	Aye	No	Abstain
Name			
Werre	✓		
Murphy	✓		
Pitzer	✓		
Grantham	✓		
Karpman	✓		
O'Keefe	✓		
Elbracht	✓		

4/7/21

VOTING CHART

MOTION	Physician Agreement - Aaron Vandebos		
	Aye	No	Abstain
Name			
Werre	✓		
Murphy	✓		
Pitzer	✓		
Grantham	✓		
Karpman	✓		
O'Keefe	✓		
Elbracht	✓		

4/7/21

VOTING CHART

MOTION	<i>Physician Agreement - Mathew Taylor</i>		
	Aye	No	Abstain
Name			
Werre	✓		
Murphy	✓		
Pitzer	✓		
Grantham	✓		
Karpman	✓		
O'Keefe	✓		
Elbracht	✓		

4/7/21

VOTING CHART

MOTION	Physician Agreement - Dr. Lytle		
	Aye	No	Abstain
Name			
Werre	✓		
Murphy	✓		
Pitzer	✓		
Grantham	✓		
Karpman	✓		
O'Keefe			✓
Elbracht	✓		

4/7/21

VOTING CHART

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