

REGULAR MEETING
BOARD OF COMMISSIONERS
Public Hospital District No. 1-A of Whitman County, Washington
d/b/a
Pullman Regional Hospital
Wednesday, May 05, 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
E-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
Judy Stone, League of Women Voters
Rob Rembert, Legal Counsel Guest
Unknown Guest, 5095950187
Brenda Forge

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 April 7, 2021. Commissioner O'Keefe seconded the motion and the motion passed unanimously.

III. MODIFICATIONS TO AGENDA

The agenda was modified to include the Finance Committee minutes as Item B during the Action/Discussion Items.

IV. CONSENT AGENDA

Vice President Grantham moved to approve the Consent Agenda and Commissioner Werre seconded the motion. The following committee reports were approved unanimously:

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

V. BOARD EDUCATION

Kelly Brown gave a general view of his role as Legal Counsel to the Hospital. He mentioned that his role helps administration and the Commissioners with governance type issues, open public meeting act questions, subpoenas, real estate matters, election issues, and advising on issues related to legal risks. He mentioned that he does not do bond counsel, liability insurance, or labor issues. He closed his presentation with an announcement that he will be retiring at the end of July.

The Commissioners also briefly discussed the Washington State Hospital Association's webinar on "Risk Considerations for Boards from Insurance and Legal Perspectives". One of the key takeaways they highlighted was avoiding violating the public meetings act by not hitting reply all on email chains.

VI. ADMINISTRATIVE UPDATE

Scott Adams presented the Administrative Update and asked the Commissioners if there were any questions. There was some conversation around the acute care surgeons on call schedule. It was explained that they would likely have 10 days on, 10 days off schedule and would be supporting the other two hospitals in the partnership. Additionally, there was a question around the purchase of the Smith and Nephew orthopedic robotic surgical system. It was explained that this robot is more specialized, smaller, and not as expensive with a different financial arrangement.

VII. ACTION / DISCUSSION ITEMS

A. 1st Quarter 2021 Financial Update

Steve Febus asked if there were any questions on the financial packet. Being none, Mr. Febus provided an overview and update on the 1st quarter financials. He explained that overall the Hospital is sitting really well after the first quarter with \$1.88M revenue. This is a strong start to the year. He reviewed the key indicator dashboard which highlighted the actual, budget, and year prior figures. Additionally, he reviewed the volume of patients by area of service. He went on to note the FTEs by month, explaining that leaders have been good about thinking about how to staff departments. He reported that the Hospital's days cash on hand are strong which is giving us opportunity to think about projects. Lastly, he mentioned that he should be able to present the audited financials at next month's meeting.

B. Finance Committee Minutes

Vice President Grantham made recognition to the recent financial audit explaining that the auditors had no findings and were very complementary. Steve Febus added that the same auditing firm reviewed the CARES Act provider relief funding request and feels confident that the funds will be justified. Commissioner Karpman moved to approve the Finance Committee Minutes. Commissioner Werre seconded the motion and the motion passed unanimously.

C. Quality Management Systems Report

Jeannie Eylar reviewed the Quality Management Systems Report related to patient satisfaction. She highlighted the results of patient satisfaction surveys for inpatient care which included the Red Sage Café, Environmental Services, Emergency Department, and Respiratory Therapy. Additionally, she reviewed the outpatient results for Same Day Services, Summit Therapy, and Imaging. She mentioned that it is helpful to look at these results overtime to determine trends as opposed to trying to digest one quarter's result alone. Commissioner Karpman moved to approve the Quality Management Systems Report and Commissioner Murphy seconded the motion. The motion passed unanimously.

D. Foundation Update

Rueben Mayes provided a quarterly update on the activities of the Foundation. He reviewed the 2021 Q1 Key Development Indicators Dashboard, highlighting some of the successes seen during this quarter. In addition to the fundraising accomplishments, he also noted the external relations achievements. He went on to review the Campaign Cabinet activities and upcoming fundraising events for 2021.

E. Executive Compensation Policy

Sandy O'Keefe presented a revised version of the Executive Compensation Policy on behalf of the Governance Committee. The changes suggested were to update wording related to relatives to be consistent with other policies and how it is defined in those policies. Commissioner Murphy moved to approve the Executive Compensation Policy and Commissioner Werre seconded the motion. The motion passed unanimously.

VIII. ANNOUNCEMENTS

- A. Health Innovation Summit / Hospital Week Activities (May 10th – 14th)
- B. WSHA Safety and Quality Leadership Summit (May 13th)
- C. WSHA Spring Forward eSeries (June 3, June 17, July 15, August 19)
- D. Proposed District Boundary Expansion – Public Hearing (June 2nd)

IX. EXECUTIVE SESSION

At 7:43 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, to review the activities of a quality improvement committee or program, and consult with legal counsel. At 8:13 P.M. the President announced in Open Session that the Executive Session would continue for another 30 minutes to discuss the granting, denial, revocation, restriction, or other considerations of the status of the clinical or staff privileges of a physician or other healthcare provider, to review the activities of a quality improvement committee or program, and consult with legal counsel.

X. OPEN SESSION

The meeting resumed in Open Session at 8:43 P.M. Commissioner Murphy moved to approve the Credentials Report and grant the applications for appointment to Telemedicine Medical Staff, with the privileges requested, grant the applications for reappointment to the Allied Health Medical Staff, the Associate Medical Staff, the Active Medical Staff, and Affiliate Medical Staff with Refer and Follow privileges, all with the privileges requested, and approve the requests for Extensions by Mark S. Edens, MD, Michael R. Harvey, MD, Sunday Henry, MD, and Edward D. Smith, MD. Commissioner Karpman seconded the motion. The motion passed unanimously. Commissioner O’Keefe moved to approve the Pre-Procedure Covid Testing Protocol adopted by the Medical Staff. Commissioner Grantham seconded the motion. The motion passed with Commissioners Elbracht, Grantham, O’Keefe, Pitzer, Karpman and Werre voting “aye” and Commissioner Murphy voting “nay”.

XI. ADJOURNMENT

The meeting adjourned at 8:46 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	<i>minutes - 4/7/21</i>		
	Aye	No	Abstain
Name			
Werre	✓		
Murphy	✓		
Pitzer	✓		
Grantham	✓		
Karpman	✓		
O'Keefe	✓		
Elbracht	✓		

VOTING CHART

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

VOTING CHART

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

VOTING CHART

MOTION	<i>Quality Management Systems Report - Patient Satisfaction</i>		
	Aye	No	Abstain
Name			
Werre	✓		
Murphy	✓		
Pitzer	✓		
Grantham	✓		
Karpman	✓		
O'Keefe	✓		
Elbracht	✓		

VOTING CHART

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

VOTING CHART

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

VOTING CHART

MOTION	Pre-procedure Covid Testing Protocol		
	Aye	No	Abstain
Name			
Werre	✓		
Murphy		✓	
Pitzer	✓		
Grantham	✓		
Karpman	✓		
O'Keefe	✓		
Elbracht	✓		