

REGULAR MEETING
BOARD OF COMMISSIONERS
Public Hospital District No. 1-A of Whitman County, Washington
d/b/a
Pullman Regional Hospital
Wednesday, May 4, 2022 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-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-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:

Ned Warnick, Design West
Alyssa Andersen, Design West
Stephen Hall, CMO
Sharon Hall
Alison Weigly, Director Public Relations
Evan Ellis
Matthew Forge
Usha Nahndini
Shanell Dlouhy
Sharon Adams

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, Pitzer, Murphy, Werre, and Karpman.

II. APPROVAL OF MINUTES

Commissioner Karpman moved to approve the minutes for the regular meeting of April 6, 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 Murphy 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
- Strategic Planning Committee
- Foundation Board of Directors
- Approval of Warrants

V. EXECUTIVE SESSION

At 6:02 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.

The meeting resumed in open session at 6:32 P.M.

VI. BOARD EDUCATION

Dr. Usha Nahndini provided an over of the sleep medicine clinic. She reported that there are two clinics currently, which have moved to inside the hospital to accommodate multiple exam rooms. Additionally, she highlighted future needs, which included the expansion into more pediatric care and to reduce patient waiting periods for an appointment.

VII. ADMINISTRATIVE UPDATE

Scott Adams presented the Administrative Update and asked if there were any questions. There was conversation around staffing and open positions, specially related to the Red Sage Café. Karly Port added that the Clinic Network has prompted Alex Brakstad to the Director of Nursing for the Network.

VIII. ACTION / DISCUSSION ITEMS

A. Master Facilities Planning Update

Ned Warnick, architect with Design West, provided an overview of the strategic planning process the Hospital has facilitated with internal leadership as well as community healthcare partners related to master facilities and space considerations. Design West interviewed 20 different focus groups to collate needs and develop common priorities. They identified five main goals which guided the process in developing building plans that address these goals. He reviewed the suggested timeline and requested feedback from the Board of Commissioners.

B. CEO Selection

President Elbracht thanked the participants involved in the CEO selection process. He explained the selection process that has led the Board to consider a motion finalizing the appointment of Matthew Forge as the next CEO/Superintendent of Pullman Regional Hospital at tonight's meeting. In addition to the appointment, President Elbracht outlined transition activities for the Board to approve. Commissioner Pitzer moved to approve the appointment plans for Matthew Forge. Commissioner Werre seconded the motion and the motion passed unanimously.

Matthew Forge, who joined the meeting by Zoom, offered his appreciation and excitement in the Board's decision.

C. Financial Update – 1st Quarter

Steve Febus presented a financial update for the first quarter. He mentioned the DZA just completed their annual audit, and had no findings. In addition to the annual audit, DZA also conducted an audit of the HRSA relief funding. That was also a successful audit with no findings. He reported that the Hospital is at 118 days cash on hand. He reviewed patient volumes and highlighted that the District is having a strong year so far.

D. High Reliability Update

Carrie Coen presented an update on Pullman Regional Hospital's high reliability efforts. This included activities and metrics related to physical environment, patient experience, department data, and risk management. Additionally, Ms. Coen reported the findings from a recent regulatory department of health inspection.

E. Foundation Update

Rueben Mayes presented a Foundation update from the first quarter of 2022. He reviewed the key indicators dashboard noting annual targets and the current progress through the quarter towards those goals. He went on to highlight upcoming fundraising events including the Gala and the 5th Quarter Rally.

F. Recruitment Agreement Extensions

Scott Adams presented extension agreements for physicians Molly Webber and Molly Thompson. This would be to assist them in stabilizing their practices in the community. The majority of the terms are the same as the original recruitment agreement. Mr. Adams walked the Commissioners through the agreements, highlighting new or different terms. Commissioner Pitzer moved to authorize administration to execute these agreements. Commissioner Murphy seconded the motion. Commissioner O'Keefe abstained from the vote. The motion passed unanimously.

G. Medical Staff Bylaws

Dr. Goodrich presented the final revisions of the Medical Staff Bylaws for approval. Commissioner Karpman moved to approve the revised Medical Staff Bylaws. Commissioner Murphy seconded the motion and the motion passed unanimously.

H. Credentials Report

Commissioner Murphy moved to approve the Credentials Report with the exception of Sarah Chapman and Commissioner Werre seconded the motion. The motion passed unanimously.

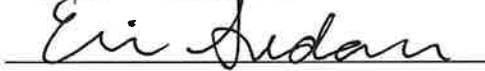
IX. ANNOUNCEMENTS

- A. Girlfriends Gather, May 12th
- B. Foundation Gala, May 14th
- C. Outgoing Foundation Board Member Recognition Social, June 17th
- D. Foundation Golf Tournament, July 9th
- E. 5th Quarter Rally, August 12th

X. ADJOURNMENT

The meeting adjourned at 8:02 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.)*