

REGULAR MEETING
BOARD OF COMMISSIONERS
Public Hospital District No. 1-A of Whitman County, Washington
d/b/a
Pullman Regional Hospital
Wednesday, June 02, 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
John Webb – Pullman Radio
5095950187
Reid West
Anthony Kuipers, Moscow Pullman Daily News
Representative Joe Schmick
2083059559

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 May 5, 2021. Commissioner O'Keefe seconded the motion and the motion passed unanimously.

Commissioner Karpman moved to approve the minutes for the special meeting of May 17, 2021. 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 Murphy requested to pull the Strategic Planning Committee minutes as Item H on the agenda. Commissioner Karpman moved to approve the Consent Agenda and Commissioner Pitzer 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. PUBLIC HEARING

President Elbracht opened the floor for the public hearing to discuss the proposed annexation ballot measure. After hearing no comments, and no expressed interest from the attendees to make a comment, President Elbracht closed the public hearing.

VI. ADMINISTRATIVE UPDATE

Scott Adams presented the Administrative Update and asked the Commissioners if there were any questions. There were no questions about the written update.

VII. ACTION / DISCUSSION ITEMS

A. Quality Management Systems Report

Jeannie Eylar presented the Washington State Sentinel Events Report as this month's Quality Management Systems report. She reviewed the results for the whole state on the areas that are mandatory for reporting. There was some conversation around how population and a denominator would be helpful information when digesting this data. Commissioner Werre moved to approve the Quality Management Systems Report. Commissioner Murphy seconded the motion and the motion passed unanimously.

B. Finance Update

Steve Febus gave a financial update for the hospital district. He explained that he has received the finalized audit report from the auditors for the Commissioners to accept. He went on to review the current volumes and financial stability. Due to the strong financial performance and comfortable days cash on hand, Mr. Febus recommended the Hospital obtain a lease line of up to \$2M to address capital expenditure requests. He explained rates are really low and this would be the best time to address these requests.

Commissioner Karpman moved to authorize obtaining a lease line up to \$2M to deal with capital items. Commissioner O'Keefe seconded the motion and the motion passed unanimously.

Commissioner Murphy moved to accept the receipt of the finalized audit report. Commissioner Pitzer seconded the motion and the motion passed unanimously.

C. Staff Vaccination Update

Scott Adams and Jeannie Eylar provided the Commissioners with a staff vaccination update. They explained that the total vaccinated rate of staff at Pullman Regional Hospital is 75.10%. This includes both clinical and non-clinical staff. They went on to review how this rate compares both locally and across the nation. Last, Ms. Eylar highlighted our past efforts to get staff vaccinated and potential upcoming challenges.

D. Executive Compensation Report

Commissioner O'Keefe explained that the Governance Committee is to review the executive compensation report for the five highest compensated, non-clinical employees at Pullman Regional Hospital. Once the Governance Committee reviews the report they will present to the Commissioners at their July meeting that the report was prepared and reviewed. This will need to be an action item accepting the report was prepared and reviewed by the Governance Committee.

E. Retired Assets Resolution

Steve Febus presented a resolution retiring surplus property noted in Exhibit A. Commissioner O'Keefe read the resolution stating the disposing of surplus personal property. Commissioner Murphy moved to approve the resolution. Commissioner Karpman seconded the motion and the motion passed unanimously.

F. Petition for Annexation

President Elbracht explained to the Commissioners that a petition to annex into the taxing district has been presented and that the Board needs to conduct a public hearing for this request. It was determined to have the public hearing at the Board of Commissioners regular July 7, 2021 meeting.

G. Proposed Medical Staff Bylaws

Dr. Hval provided the Commissioners with background information related to the processes of reviewing and updating the Medical Staff Bylaws. He explained that the Bylaws are to be reviewed and updated as necessary every year. Unfortunately, no changes have been implemented to the bylaws since 2012. The medical staff has reviewed in great detail and developed proposed changes to the Bylaws, specifically making sure there are no discrepancies between policies and the bylaws. It was recommended that the proposed revisions be reviewed with hospital legal counsel at the June Governance Committee and returned with a recommendation at the Board of Commissioners regular meeting in July. Scott Adams suggested that any comments or questions the Commissioners have prior to the review with legal counsel be submitted to him for collection.

Vice President Grantham excused herself at 7:47p.

H. Strategic Planning Committee Minutes

Scott Adams provided clarification around the Palouse Health Center lease agreement. He explained that the contractor has made an offer to credit Pullman Regional Hospital for tenant improvement costs in the new space in exchange for ownership of the current old space. Kelly Brown is researching this transaction as well.

VIII. ANNOUNCEMENTS

- A. WSHA Spring Forward eSeries (June 3, June 17, July 15, August 19), virtual
- B. WSHA 2021 CEO and Board Workshop, June 29th, virtual
- C. Foundation Golf Tournament, July 10th, Palouse Ridge
- D. Strategic Planning Meetings, July 21st and September 1st, Courtyard Marriott
- E. 5th Quarter Rally, July 23rd, Red Barn Farms

IX. EXECUTIVE SESSION

At 7:54 P.M. the President announced that the meeting would go into Executive Session for 10 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.

X. OPEN SESSION

The meeting resumed in Open Session at 8:04 P.M. Commissioner Murphy moved to accept the Credentials Report and grant the application for the initial appointment to the Telemedicine Medical Staff by Mary Fahrmeier, MD, with the privileges requested, the application for the initial appointment to the Allied Health Medical Staff by Hamzat Oshun, ARNP, with the privileges requested, the application to reappointment to the Associate Medical Staff by Michael Harvey, MD, with the privileges requested, the application for reappointment to the Affiliate Medical Staff with Refer and Follow Privileges by Sunday Henry, MD, the application for reappointment to the Affiliate Medical Staff with Refer and Follow Privileges by Edward D. Smith, MD and the request for an Extension through the July Board meeting by Mark E. Edens, MD. Commissioner Pitzer seconded the motion. The motion passed unanimously.

XI. ADJOURNMENT

The meeting adjourned at 8:05 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>Regular meeting minutes - 5/5/21</i>		
	Aye	No	Abstain
Name	✓		
Werre	✓		
Murphy	✓		
Pitzer	✓		
Grantham	✓		
Karpman	✓		
O'Keefe	✓		
Elbracht	✓		

6/2/21

VOTING CHART

MOTION	Special meeting minutes - 5/17/21		
	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	✓		

6/2/21

VOTING CHART

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

VOTING CHART

MOTION	Proposed Funding		
	Aye	No	Abstain
Name			
Werre	✓		
Murphy	✓		
Pitzer	✓		
Grantham	✓		
Karpman	✓		
O'Keefe	✓		
Elbracht	✓		

6/2/21

VOTING CHART

MOTION	Audited Financial Report		
	Aye	No	Abstain
Name			
Werre	✓		
Murphy	✓		
Pitzer	✓		
Grantham	✓		
Karpman	✓		
O'Keefe	✓		
Elbracht	✓		

6/2/21

VOTING CHART

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

6/2/21

VOTING CHART

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