

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

Wednesday, August 4, 2021 at 6:00 PM, Hybrid Meeting- Public Access by Zoom
In-Person Participation in Conference Rooms C and D at Pullman Regional Hospital
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-Rueben Mayes, CDO
P-Karly Port, Executive Director PRHCN
P-Darrol Hval, D.O., Medical Staff President
P-Lisa Hohnholz, Administrative Assistant
P-Rob Rembert, Legal Counsel

Guests:

Visitor from SEL

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, Murphy, Werre, and Karpman.

II. APPROVAL OF MINUTES

Commissioner Grantham moved to approve the minutes for the regular meeting of July 7, 2021. Commissioner Werre seconded the motion and the motion passed unanimously.

III. MODIFICATIONS TO AGENDA

There were no modifications to the agenda.

IV. CONSENT AGENDA

Commissioner Karpman moved to approve the agenda. Commissioner Grantham seconded the motion. The following committee reports were approved unanimously.

- Medical Executive Committee
- Finance Committee
- Governance Committee
- Approval of Warrants

(Commissioner O'Keefe joined the meeting at 6:10pm.)

VI. BOARD EDUCATION

A. WSHA Education – The Role of Hospital Boards in Advocacy:

Commissioner Grantham mentioned that WSHA is having possible technical problems in their virtual meetings. They have been hard to hear, and hard to go back and listen to it again. Scott will ask them if there are issues that can be fixed. Commissioner Elbracht mentioned he will also reach out to see if there is anything that can be done.

B. Suggestion was made that we talk to local legislature about issues that come up that we might be able to be educated on.

VII. ADMINISTRATIVE UPDATE

Scott Adams presented the Administrative Update and asked the Commissioners if there were any questions.

1. Commissioner Murphy asked how staff exemption requests for not receiving the COVID-19 vaccination be handled? Mr. Adams replied that there is a committee to evaluate all exemptions requests; medical, religious, or personal. Personal exemptions will expire eventually. Religious and medical will need more criteria for review.
2. Commissioner Werre asked Mr. Febus if the CMS conversion factor applies to us. Mr. Febus replied that yes, it does. All clinics and billing will be affected, and we will lose some money from that.
3. Commissioner O'Keefe asked about the 340B program. Mr. Febus replied that we don't have a lot under this anymore. If we move the clinic network to the hospital, then they will qualify under 340B. Commissioner Murphy asked if we need to drop our consultants and get out of it, or get in and pay consultants every month? Mr. Febus replied that third party administrators and drug distribution are making the money. Hospital should consider it, and it would cost about 40,000 per year to keep it. If we are moving into a new EMR, or moving the clinic network to hospital, we would be getting up to a couple hundred thousand back from it. This is something we are trying to figure out currently. A lot depends on the EMR system at this point.

VIII. ACTION / DISCUSSION ITEMS

A. 2nd Quarter Financial Update

Steve Febus presented the 2nd quarter financial update report to the commissioners. He reported that there are lots of changes in clinics, a lot of new doctors coming in. Outpatient and lab volume is high this quarter. Imaging is strong this year so far. New MRI machine is coming into imaging. Surgery is up compared to this time last year. There were no questions.

B. Vaccination Policy

- Commissioner Murphy suggested that we call or write a letter to Pres Schultz of WSU, thanking him for his efforts in the past, and encouraging him to continue to work with the community in this, as the students are a big factor. Commissioner Grantham agrees, and would like to have the board communicate that we are in this together. Mr. Adams agreed to send an email and include the board on it.
- Commissioner Karpman asked if non-vaccinated employees will be required to wear a mask, and will vaccinated employees be required to wear masks? Mr. Adams replied yes, that is currently the case and will remain the requirement unless the dept of health requires a change. Commissioner Karpman then asked if in the personal exemption, the expiration is related to the efficacy and safety of the vaccine and what is found out about it in the future? Will there be continuing education effort to help employees learn more about it? Mr. Adams replied that yes, there would be.
- Commissioner Karpman asked, if we do have a surge of a variant, there could be a shortage of providers, so why is there a delay in the ending of personal exemptions until 2022 if the CDC gives approval? Mr. Adams replied that there is no rationale around that specific date. It's tied to WSU being in session for one full year by that time. Another practical reason is that we have been full and do not want to create a situation where employees will not want to work here as we go into a busy time of year. Jeannie Eylar replied that when we made the flu vaccine a requirement, we gave them a year to plan for that. Adequate time is important to help employees feel more comfortable with what they are doing with the COVID vaccine, and to become more educated.
- Commissioner Murphy asked if testing of students will happen as a part of fall admissions, and are we considering that with the delta variant? Mr. Adams replied that this has been brought up, testing activities and protocols are being looked at, and there is no conclusion yet.
- Commissioner Karpman mentioned that there was a letter in newspaper questioning if medical staff has to be vaccinated if working at PRH. Mr. Adams responded that the MEC policy will decide on this and look into it.

- Commissioner Werre asked if we are going to look into monetary bonuses for agreeing to work extra hours again. Mrs. Eylar replied that we have a low vacancy rate currently in nursing positions. In October last year, we created a contingency staffing schedule to allow people to be on call. This was an extra premium shift of double-time. We were fortunate that people filled in those shifts and we were not short staffed. We will be doing this again in the very near future.

C. Acknowledgement of Services

Kelly brown has retired at this point. We have a proclamation for him that we want all of the commissioners to sign. It will be mounted after signed and delivered to Kelly by Scott.

D. CEO Evaluation Process

Reviewed Governance committee minutes. Commissioner O'Keefe got feedback and everything was complimentary, no concerns or significant areas of contention.

E. CEO External Recruitment Process

Commissioner O'Keefe said everything was reviewed and we will go forward with external recruitment and selection committee to review those. We will open up to candidates in September of this year. Committee starts the bulk of the work starting in January. Commissioner Grantham suggested that Mr. Adams be involved with the hiring process. Bernadette Berney said that they will have the new CEO position open from September through December of 2021, and do interviews in January-March of 2022. A decision will be made in early part of spring. The new candidate will join us during the summer, before school starts in August. They will spend time with Mr. Adams, running the organization through the end of 2022. Commissioner Murphy moved to approve the process, and Commissioner Karpman seconded the motion and the motion passed unanimously.

F. Construction Bid Proposal Recommendation-Action

Mr. Adams stated that proposals for bids were received yesterday. Ned Warnick's evaluation is in the letter in BoardPaq and we are thrilled with the results. Ned feels it is a competitive bid, and we want to support it. Commissioner Murphy mentioned that it's really hard to get supplies, and is there anything in the contract that discusses what will happen if they aren't able to get supplies? Mr. Adams replied that the contract isn't made yet, but this is a great idea to put into it. Mr. Febus said that typically there is a completion date and consequences of what happens when that isn't met. Commissioner Murphy moved to approve the process, and Commissioner O'Keefe seconded the motion and the motion passed unanimously.

G. CEO Transition-Training

Mrs. Berney described a training session for board members on how to hire new the new CEO by a company called Leadership IQ. They provide a 2-hr virtual training for board members and selection committee. Leadership IQ works with a lot of healthcare groups like ours. Mrs. Berney will reach out to see if other hospitals have used them for things like this. Commissioner Karpman asked if it can it be recorded in case people miss it? Mrs. Berney will find out.

IX. ANNOUNCEMENTS

- WSHA Spring Forward eSeries (August 19), virtual
- Strategic Planning Meeting, September 1st, Courtyard Marriot
- WSU/PRH Football Game, September 11th, Martin Stadium, please rsvp by sept 1.
- Foundation Gala, September 25th, SEL Event Center

X. EXECUTIVE SESSION

At 7:32 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 of other healthcare provider, to review the activities of a quality improvement committee or program, and consult with legal counsel.

XI. OPEN SESSION

The meeting resumed in Open Session at 7:39 P.M. Commissioner Pitzer moved to accept the Credentials Report and grant each of the applications for appointment, reappointment, telestroke providers and extension and grant the privileges requested. Commissioner Murphy seconded the motion. The motion passed unanimously.

XII. ADJOURNMENT

The meeting adjourned at 7:42 p.m.

Respectfully submitted by:



Lisa Hohnholz
Administrative Assistant



Sandra O'Keefe, Secretary
Board of Commissioners
*(Minutes are not officially approved until the
next Board Meeting.)*

VOTING CHART

MOTION	Minutes from 7/7/21 Meeting		
	Aye	No	Abstain
Name			
Werre	X		
Murphy	X		
Pitzer	X		
Grantham	X		
Karpman	X		
O'Keefe	not present		
Elbracht	X		

VOTING CHART

MOTION	Consent Agenda		
	Aye	No	Abstain
Name			
Werre	X		
Murphy	X		
Pitzer	X		
Grantham	X		
Karpman	X		
O'Keefe	not present		
Elbracht	X		

Moved - Karpman
 Second - Grantham

VOTING CHART

MOTION	CEO External Recruitment Process		
	Aye	No	Abstain
Name			
Werre	X		
Murphy	X		
Pitzer	X		
Grantham	X		
Karpman	X		
O'Keefe	X		
Elbracht	X		

VOTING CHART

MOTION	<i>Construction Bid Proposal Recommendation</i>		
	Aye	No	Abstain
Name			
Werre	X		
Murphy	X		
Pitzer	X		
Grantham	X		
Karpman	X		
O'Keefe	X		
Elbracht	X		