

REGULAR MEETING
BOARD OF COMMISSIONERS
Public Hospital District No. 1-A of Whitman County, Washington
d/b/a
Pullman Regional Hospital
Wednesday, August 3, 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-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
E-Edwin Tingstad, M.D., CMO
E-Karly Port, CCNO
P-Erin Sedam, Executive Assistant
P-Rob Rembert, Legal Counsel

Guests:

Judy Stone
Alison Weigley
Erik Bayona
Chad Sanders
Shelley Bull
Pete Mikkelsen

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, Murphy, Pitzer, and Karpman.

II. APPROVAL OF MINUTES

Commissioner Karpman moved to approve the minutes for the regular meeting of July 6, 2022, special meeting of July 14, 2022, and special meeting of July 26, 2022. Commissioner Murphy seconded the motion and the motion passed unanimously.

III. MODIFICATIONS TO AGENDA

There were no modifications to the agenda.

IV. CONSENT AGENDA

Vice President Grantham moved to approve the consent agenda. Commissioner O'Keefe seconded the motion. The following committee reports were approved unanimously.

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

V. PUBLIC COMMENT

President Elbracht opened the floor for comments. No public comments were made.

VI. BOARD EDUCATION

Chad Sanders and Dr. Erik Bayona provided the Board of Commissioners with an overview of the services, activities, challenges, and future plans for Palouse Psychiatry and Behavioral Health. Their update included a review of providers and staff, services and care models, and growth and recruitment opportunities.

VII. ADMINISTRATIVE UPDATE

Scott Adams presented the Administrative Update and asked if there were any questions. There was conversation around the SHB-1616 Charity Care Law that was implemented in July. Steve Febus explained that this will double our charity debt right away and we will see a significant impact from this law.

VIII. ACTION / DISCUSSION ITEMS

A. Financial Update (2nd Quarter)

Steve Febus provided a quarterly update on the financial performance of the District. He explained that it has been a challenging year and the Hospital is currently in the red -\$674,000. Mr. Febus provided additional information around what is bringing the bottom line down. He related it to several factors which include; employees seeking more healthcare, travelers and locum expenses, FTEs to volume ratios, and reimbursements not being adequate. Pullman Regional Hospital is facing the need for growth, and Mr. Febus explained we need to organize ourselves to free up capacity to meet demand and volumes during this time of growth. Days Cash on Hand continue to be strong, which is helpful should the Hospital seeking lending.

B. Foundation Update (2nd Quarter)

Rueben Mayes provided the Commissioners with an update on the activities of the Foundation through the 2nd quarter. He reviewed the key indicators dashboard as well as the 2022 metric goals and benchmarks. He explained that major gifts have been a challenge this year. Additionally, the team is working with on collaborative fundraising with Washington State University. He went on to review the mid-year adjustments for goals and upcoming fundraising events.

C. High Reliability Update

Carrie Coen provided an update on the High Reliability activities at Pullman Regional Hospital. She highlighted a few improvements, such as case reviews for unexpected events and a new tagging system for equipment. Ms. Coen also discussed the tremendous growth in behavioral health patients in the Emergency Department and ways they are tracking how long these patients are boarding in the Hospital. She expects that our DNV surveyors will be visiting the Hospital very soon and they are preparing for this event.

D. Proposed amendment to integrated High Reliability Management System

Carrie Coen reviewed two proposed changes to the Integrated High Reliability Management System policy. Commissioner Murphy moved to approve the revised policy. Commissioner Karpman seconded the motion and the motion passed unanimously.

E. Proposed Organizational Transparency Policy

Vice President Grantham reviewed the redline version of the policy to include updated language that comprises the Integrated High Reliability Management System. Commissioner Murphy moved to approve the revised policy. Commissioner O'Keefe seconded the motion and the motion passed unanimously.

F. Proposed Commissioner Vacancy Selection Process

Vice President Grantham reminded the Board that former Commissioner Margaret Werre formally gave her resignation on July 31st and that the Board has 90 days to fill the vacancy. She proposed the following process; announce vacancy and recruitment to public, request interested candidates submit a letter of interest and resume by September 28, 2022, and conduct interviews at a Special Board Meeting on October 12, 2022. Commissioner O'Keefe moved to approve the Commissioner Vacancy Selection process and timeline. Commissioner Murphy seconded the motion and the motion passed unanimously.

IX. ANNOUNCEMENTS

- A. 5th Quarter Rally, August 12th
- B. Lentil Festival Grand Parade/Walk of Fame Recognition, August 20th
- C. Family Medicine Residency Center Ribbon Cutting, September 22nd
- D. Health Innovation Summit/Recognition of Scott, September 28th

XI. EXECUTIVE SESSION

At 8:05 P.M. the President announced that the meeting would go into Executive Session for 10 minutes to discuss granting, denial, revocation, restrictions, or other considerations of the status of the clinical or staff privileges of a physician or other healthcare provider, consider personnel issues, and consult with legal counsel. At 8:15 P.M. the President announced Executive Session would be extended for 5 minutes. At 8:20 P.M. the President announced Executive Session would be extended for another 5 minutes.


XI. OPEN SESSION

The meeting resumed in Open Session at 8:25 P.M. Commissioner Murphy moved to approve the credentials report. Commissioner O'Keefe seconded the motion and the motion passed unanimously.

XII. ADJOURNMENT

The meeting adjourned at 8:26 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.)