

**REGULAR MEETING
BOARD OF COMMISSIONERS
Public Hospital District No. 1-A of Whitman County, Washington
d/b/a
Pullman Regional Hospital
Wednesday, October 6, 2021 at 6:00 PM, Virtual Meeting by Zoom
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 Fobus, CFO
P-Bernadette Berney, CHRO
P-Rueben Mayes, CDO
P-Carrie Coen, CRO
P-Darrol Hval, D.O., Medical Staff Presidency
P-Edwin Tingstad, M.D., CMO
P-Karly Port, Executive Director PRHCN
P-Lisa Hohnholz, Administrative Assistant
P-Rob Rembert, Legal Counsel

Guests:

Trinity Willsey- Daily Evergreen
Alison Weigley
Becky Highfill
Hailey Lewis- SEL
208-305-9559
Judy Stone

I. CALL TO ORDER

President Elbracht called the meeting to order at 6:03 p.m. Roll call was taken with the following Commissioners answering present: Elbracht, Grantham, Pitzer, Murphy, O'Keefe, Werre, and Karpman.

II. APPROVAL OF MINUTES

Commissioner Werre moved to approve the minutes for the special meeting of September 1, 2021. Commissioner Karpman 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
- Quality Improvement Committee
- Governance Committee
- Strategic Planning Committee
- Foundation Board of Directors
- Approval of Warrants

VI. BOARD EDUCATION

A. Center for Learning and Innovation:

Becky Highfill presented a PowerPoint presentation regarding the resources that are available through the Center for Learning and Innovation at PRH. Some of the projects they are currently working on focus on Quality and Patient Safety and Experience, Simulation, Art and Healing, and Education Initiatives for staff, clinicians, patients and the community.

- Commissioner Murphy asked what efforts the center is making to encourage vaccination for COVID-19? Mrs. Highfill responded that PRH is working with public health and WSU to promote vaccinations, in Whitman and Latah county. PRH has held several clinics. Whitman county is leading the effort at this time, and is planning on working with PRH when the younger age group (5-11 yrs) vaccine becomes available. Alison Weigley from PRH Foundation/External Relations held a podcast with many of our medical staff to help educate the community on the benefits of the vaccine. Dr Tingstad mentioned that a group of physicians had recently spoken on the radio about it as well.

VII. ADMINISTRATIVE UPDATE

Scott Adams welcomed Dr Tingstad, Carrie Coen, and Karly Port to the meeting. He then presented the Administrative Update and asked the Commissioners if there were any questions. Commissioner Grantham asked what the ERC was about in the financial update? Steve Febus explained that it is another form of care support that is available, like the stimulus checks for individuals, but for the organization instead. It is for 3rd and 4th quarter of 2021. We are applying for it, but do not know yet if it will be available.

VIII. ACTION / DISCUSSION ITEMS

A. Financial Update

Steve Febus presented the financial update report to the commissioners. He reported that the phase 3 of the Cares Act, started with a due date of sept 30th to report how facilities used those funds. Since then they have given a 60-day extension, so it's now due the end of November, but we have already filed. The audit on it will occur next year during the normal audit process. We received \$250,000 from the American Relief Fund. Phase 4 of the Cares Act has been opened, and we are applying for that as well.

- This has been a good financial year for us. We are sitting on 4.3 million to date. We hope to have 6 million by the end of the year. The 2022 budget should be done by the next board meeting in November.
- Still looking into best EMR rollout and funding options for it.
- We have bought new iPads for all the commissioners, and will be getting them set up.
- Mr. Febus then asked if there were any questions. Commissioner Grantham asked about more details on the Medicare Advance Repayment. Mr. Febus replied that we received an advance from Medicare at the beginning of covid. 9.4+ million was given to us, and we still have it. Hailey Lewis from SEL asked why not pay off the Medicare Advance now instead of holding on to it? Mr. Febus explained that there is no advantage to paying it back now, and because we aren't out of the pandemic yet, it is possible we still may need it.

B. High Reliability Update

Jeannie Eylar and Carrie Coen presented the high reliability update to the commissioners. Mrs. Eylar started with an overview of our high reliability team and process. PRH has brought on a Chief Reliability Officer- Carrie Coen, hired in September 2021. Mrs. Coen explained that she is excited to learn more about her role. DNV has a new program that we can use to be reliant certified, which is a 2-3 year process. She would like to incorporate the reasons behind being reliable in our organization into our everyday culture at PRH.

- Commissioner Grantham noticed that a physician is not on the reliability team, and was wondering if that was that on purpose? Mrs. Coen said it was not on purpose, and she will look into that.
- Commissioner Grantham also asked if there will be a monthly report on reliability data to the board? Mrs. Coen replied that many different areas will have data that can be shared and be engaging on a monthly basis, so she will share that with the board.
- Mrs. Eylar stated that reliability is really “quality” and where our risks are, and what plans we are using to address those risks.
- Commissioner Karpman asked if there is documentation or an introduction of the reliability program that can be given to the board? Mrs. Coen is going to put together an outline of what they are working on, and examples, to bring to the next board meeting.
- Commissioner Murphy asked if we are going to be seeing a lot of statistics and graphs, or a lot of verbal descriptions of problems and solutions? Mrs. Eylar explained that this needs to be data driven so we can really see the issues that need to be worked on, quality wise. Audit systems will be needed for departments to see if their action plan is working or not, and should we improve it? We will be working with each department, finding their highest risks, and working on those. The PRH Clinic Network is also part of the reliability team, with Karly Port as their representative.

C. Testing Center Update

Scott Adams stated that there was a higher demand for COVID testing in our community, and the need has been greater than we have been able to provide. Clinics and hospitals were getting overwhelmed with testing. PRH, along with Incyte Diagnostics, opened a new testing center and got it running last Wednesday.

- It is physician order only testing at this time, but in the next 6-8 weeks we will get a software system running for Incyte to get test results quicker, and PRH is funding \$60,000 for that.
- We have not signed agreements on that yet, but we would like to bring that to the board as an action item tonight.
- Mrs. Eylar mentioned that they have capacity for 300 tests per day. Our pre-procedure and travel clinics are also sending people to be tested in the new clinic at this time. They are hoping to not need physicians order once they get the new software in place, results will come to patient’s mobile device instead of getting hard copies.
- Commissioner Grantham inquired on how quickly people get results? Mrs. Eylar responded that they are getting results back within 24 hrs at this time.
- Mr. Adams added that Incyte is doing the billing side of this, and will be receiving any revenue that comes from testing. Commissioner O’Keefe moved to approve the funding of the software needed for the new COVID testing center. Commissioner Murphy seconded the motion and the motion passed unanimously.

D. Medical Staff Bylaws Update

Dr. Darrol Hval presented the medical staff bylaws update to the commissioners. He reported that he has met with Brad Berg and put changes into the bylaws and they were reviewed by MEC. If it is passed by med staff at the next meeting in November, then it will come to the board for review. No voting needs to happen on this yet. Mr. Adams also noted that no changes in the fair hearing plan need to be made at this time.

E. Family Medicine Privilege Form Revision

- Dr. Darrol Hval, Dr. Stephen Hall, and the family medicine committee reviewed this form, and added that physicians should be ACLS certified, and it passed. Commissioner Murphy moved to approve the Family Medicine Privilege Form Revision. Commissioner O’Keefe seconded the motion and the motion passed unanimously.

F. Parking Lot Paving

Mr. Adams shared the map of parking at PRH and stated that we needed to reinforce a part of our parking plan. One current space is only gravel, and we would like to get it paved before the asphalt companies close for the winter season. It is located in the southwest corner of the current campus. PRH received two bids for the work: Motley and Motley was \$64,410.50 and Poe Asphalt was \$38,721.76. Both bids were much lower than we thought they would be. Advised today to get project started immediately, and would like to consider action that would affirm to accept the lowest bid from Poe, so documents can be signed for the process of construction to begin immediately. Poe is ready to start tomorrow on this project with approval from board. Commissioner Murphy moved to approve the bid from Poe Asphalt and to start the project immediately. Commissioner O'Keefe seconded the motion and the motion passed unanimously.

G. Letter to Voters-REV

Mr. Adams stated that Alison Weigley designed this letter to voters. We would like commissioners to send this letter to eligible voters to provide info about the ballot issue and what it might mean to them, and to expand the boundaries of the hospital. Commissioners liked the concept because it will help voters better understand and be educated on the issues. Commissioner Karpman moved to approve the letter to voters. Commissioner Grantham seconded the motion and the motion passed unanimously.

IX. **ANNOUNCEMENTS**

A. WSHA eSeries (October 28th, November 11th, December 9th), virtual

X. **EXECUTIVE SESSION**

At 8:02 P.M. the President announced that the meeting would go into Executive Session for 30 minutes, extended it at 8:32 P.M. for an additional 10 minutes, and then again at 8:42 P.M. for an additional 5 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.

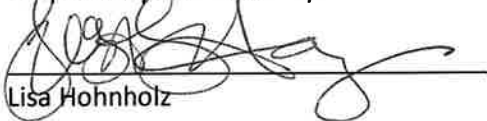
XI. **OPEN SESSION**

The meeting resumed in Open Session at 8:47 P.M. Commissioner O'Keefe 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 8:48 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	Approval of Minutes 9-1-2021 (Special Meeting)		
	Aye	No	Abstain
Name			
Werre	X		
Murphy	X		
Pitzer	X		
Grantham	X		
Karpman	X		
O'Keefe	X		
Elbracht	X		

VOTING CHART

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

VOTING CHART

MOTION	<i>Family Medicine Privilege Form Revision</i>		
	Aye	No	Abstain
Name			
Werre	X		
Murphy	X		
Pitzer	X		
Grantham	X		
Karpman	X		
O'Keefe	X		
Elbracht	X		

VOTING CHART

MOTION	<i>Parking lot Paving</i>		
	Aye	No	Abstain
Name			
Werre	X		
Murphy	X		
Pitzer	X		
Grantham	X		
Karpman	X		
O'Keefe	X		
Elbracht	X		

VOTING CHART

MOTION	Letter to Voters - REV		
	Aye	No	Abstain
Name			
Werre	X		
Murphy	X		
Pitzer	X		
Grantham	X		
Karpman	X		
O'Keefe	X		
Elbracht	X		