

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

Wednesday, October 5, 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-Matt Forge, Assist CEO
P-Jeannie Eylar, CCO
P-Steve Febus, CFO
P-Bernadette Berney, CHRO
E-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 Assistant
P-Rob Rembert, Legal Counsel

Guests:

Judy Stone
Pete Mikkelsen, M.D.

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 September 7, 2022 and the special meeting of September 26, 2022. Vice President Grantham seconded the motion and the motion passed unanimously.

III. MODIFICATIONS TO AGENDA

There were no modifications to the agenda.

IV. CONSENT AGENDA

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

- Medical Executive Committee
- Finance Committee
- Integrated High Reliability Committee
- Governance Committee
- Strategic Planning Committee
- Foundation Board of Directors, Regular
- Foundation Board of Directors, Special
- Approval of Warrants

V. PUBLIC COMMENT

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

VI. BOARD EDUCATION

Commissioner O'Keefe gave an update from the Washington State Hospital Association's governance committee. She highlighted hospital capacity challenges statewide. She said that many of the hospitals that care for high acuity patients are operating at 120-130% capacity with no sign of relief. While Pullman Regional Hospital might be an outlier in that we aren't feeling those levels of capacity issues, it will only be a matter of time before we enviably are affected. There was some conversation around inviting government officials to an upcoming Board meeting to hear some of these concerns from the Board. Additionally, the group discussed capacity levels in the local nursing homes and actions taken with the state to alleviate these challenges.

VII. ADMINISTRATIVE UPDATE

Scott Adams presented the Administrative Update and asked if there were any questions. There was some conversation around payment structures for Dr. Conroy and Dr. Meyers related to her loan forgiveness.

VIII. ACTION / DISCUSSION ITEMS

A. Financial Update

Steve Febus provided the Board with a financial update. He explained that August was a great month for the hospital with a \$82,100 margin, which helps get on track to being near budget by the end of the year. He is hopeful to conclude the year with around a \$2M margin. The ultimate target was 4%, which is equivalent to \$4M margin, but 2% is likely where the Hospital will end up. He reviewed the general assumptions; AR days goal is to get below 40 days by mid-2023. It was at 47 at the end of September and moving in the right direction and should likely get to 42 by the end of the year. He mentioned he would prefer to get to the 35 range as the Hospital begins the Epic system implementation, but it might be difficult to get there by that time. He went on to review some historical data in comparison to where the Hospital is today, highlighting the growth that has been seen over the last few decades.

B. Collective Bargaining Agreement

Scott Adams reviewed a few of the key elements of the collective bargaining agreement that had been discussed with the Washington State Nursing Association. He explained that the vote from the association happened on Monday and ratified the agreement. Mr. Adams recommended the Board authorize administration to execute the agreement. Commissioner Pitzer moved to authorized administration to execute the Collective Bargaining Agreement with the Washington State Nursing Association. Commissioner O’Keefe seconded the motion and the motion passed unanimously.

C. Resolution for Supporting Bond Proposal

President Elbracht explained that one supportive activity with the proposed bond measure that the Board is allowed to do and be within jurisdiction is adopt a resolution supporting the bond. Commissioner O’Keefe read the resolution stating the supporting approval of the Bond Proposition to be voted upon at a Special Election on November 8, 2022. Commissioner Murphy moved to adopt the resolution. Commissioner Pitzer seconded the motion and the motion passed unanimously.

IX. ANNOUNCEMENTS

- A. Special Board Meeting, October 12th
- B. WSHA Annual Meeting, October 16th – 18th
- C. Scott’s “Family” Retirement Party, October 25th

XI. EXECUTIVE SESSION

At 6:42 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.


XI. OPEN SESSION

The meeting resumed in Open Session at 6:52 P.M. Commissioner Murphy moved to approve the credentials report. Commissioner Pitzer seconded the motion and the motion passed unanimously.



XII. ADJOURNMENT

The meeting adjourned at 6:53 P.M.

Respectfully submitted by:



Erin Sedam
Executive Assistant


Sandra O’Keefe, Secretary  Jeff Elbracht, President
Board of Commissioners

(Minutes are not officially approved until the next Board Meeting.)