

**REGULAR MEETING
BOARD OF COMMISSIONERS
Public Hospital District No. 1-A of Whitman County, Washington
d/b/a
Pullman Regional Hospital
Wednesday, October 4, 2023 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-Karen Karpman, Commissioner
P-PJ Sanchez, Commissioner
P-Cheryl Oliver, Commissioner

Guests:

Linda Infranco
Alison Weigley
David Beaudine
Ned Warnick
Dr. Hall

Hospital Personnel

P-Matt Forge, CEO
P-Jeannie Eylar, CCO
P-Steve Febus, CFO
P-Bernadette Berney, CHRO
P-Carrie Coen, CRO
P-Brenna Harris, D.O., Medical Staff President
P-Karly Port, CPSO
P-Edwin Tingstad, M.D., CMO
P-Erin Sedam, Executive Assistant
P-Rob Rembert, Legal Counsel

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, Pitzer, Karpman, Sanchez, and Oliver.

II. APPROVAL OF MINUTES

Vice President Grantham moved to approve the minutes for the special meeting of September 6, 2023. Commissioner Pitzer seconded the motion and the motion passed unanimously.

III. MODIFICATIONS TO AGENDA

There were no modifications to the agenda.

IV. CONSENT AGENDA

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

- Finance Committee
- Governance Committee
- Strategic Planning Committee
- Foundation Board of Directors
- Approval of Warrants

V. PUBLIC COMMENT

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

VI. BOARD EDUCATION

David Beaudine, Vice President Turner and Townsend Heery, provided the Board of Commissioners with an overview of the general contractor alternative delivery method, GC/CM. He explained the project submission and approval process through the Washington State Project Review Committee. These applications are due by October 10th to meet the November review meeting. Once approved through the State, the GC/CM group helps facilitate in the contractor selection process based off weighted criteria set by the Hospital.

VII. ADMINISTRATION UPDATE

Matt Forge presented the September Administrative Update and asked if there were any questions on the written report. There was one question around the acronym TPA, which stands for third party administrators.

VIII. ACTION / DISCUSSION

- A. Reliability Management Monthly Meeting

Carrie Coen explained to the Commissioners that Pullman Regional Hospital has been invited to speak at the DNV symposium next week in Salt Lake City. She presented a shortened version of the presentation the team prepared for the symposium to the Commissioners.

B. Financial Update

Steve Febus asked if anyone had any questions on the financial report. Mr. Febus gave an update on the financial situation through the month of August. He explained that there has been significant progress in addressing the AR days situation as they continue to work through roadblocks with external partners. He was happy to announce that Meditech no longer exists, and has been shut down to read only as of September 30th. Mr. Febus went on to discuss some direct contracting opportunities with Veritas and SEL and the specific billing aspects to those relationships. He mentioned that the 2024 Strategic Management Plan and Budget will be presented to the Board at their November meeting. He highlighted accountability audits with the state and how this keeps the District in compliance with the statute. Lastly, he spoke about the revenue integrity team and their efforts around uncovering financial opportunities as a reflection of the system conversion.

C. Expansion Project Update

Ned Warnick gave an overview of the activities of the expansion project so far. He reviewed the major milestones and upcoming timelines. He explained the current state patient flow chart and the future state patient flow chart which offers a more centralized journey for the patient. This proposed future flow chart would offer more resource allocation and be less fragmented. He spoke to the Universal Care Unit concept and how that could look for Pullman Regional. He mentioned providing even more information at the Board's November meeting with a potential recommendation at their December meeting.

D. Bank Update

Matt Forge provided the Commissioners with an update around the purchased property, previously a bank. He explained that they are using a systematic approach to considering space decisions with the building. The current plan is to create a "Revenue Integrity Cycle" function on the first floor of the building. This will centrally locate services that are currently spread out across multiple locations. This space has the potential to house over 50 work stations and has the potential to create functional team atmosphere. The timeline to move into this space is targeted for May/June of 2024. Lastly, he shared that those employees impacted by this move are excited about the opportunity.

E. UTGO Bond Resolution

Steve Febus reminded the Board that they are the only party able to contract indebtedness for the district. He then presented the resolution for their consideration as it relates contracting indebtedness with the district. Commissioner O'Keefe read resolution #601 which states, relating to contracting indebtedness; providing for the issuance of not to exceed \$27,500,000 aggregate principal amount of unlimited tax general obligation bonds to finance the construction, renovation, remodeling, acquisition, equipping and furnishing of improvements to its health care facilities and pay the costs of issuance and sale of the bonds authorized by the qualified voters of the District at a special election held on November 8, 2022 pursuant to District Resolution No. 590; fixing or setting parameters with respect to certain terms and covenants of the bonds; appointing the District's designated representative to approve the final terms of the bonds; and providing for other matters properly related thereto. Vice President Grantham moved to approve Resolution #601. Commissioner Sanchez seconded the motion and the motion passed unanimously.

F. CEO Evaluation

Commissioner O'Keefe explained that the Governance Committee has reviewed the evaluations for the Chief Executive Officer. Bernadette Berney shared the how the process went, stating that the survey was sent to the Board of Commissioners, the Admin Council, the Chief Officers, and a few physicians. They used the 12 attributes from the CEO candidate search, which was on a 0-7 rating scale. Then they matched up with the scores that Mr. Forge received during his hiring process, with those from this recent survey. Commissioner O'Keefe recommended the Board accept that the CEO evaluation was performed and completed without major concerns. Vice President Grantham moved to approve the acceptance of the CEO Evaluation. Commissioner Pitzer seconded the motion and the motion passed unanimously.

G. Physician Updates

Matt Forge provided an update on the physicians and medical staff. He reported that efforts are underway in standardizing contract structure with primary care and pediatric providers. These standardized contracts will outline schedules and bring value to both the physician and the patient. Lastly, Mr. Forge reported that Dr. Shaw, a new sports medicine physician, will be employed by Pullman Regional.

H. Covid and Flu Updates

Matt Forge provided the Commissioner with an update on the influenza vaccination campaign. After one week, over 250 employees have received their vaccination shot. He reminded the Commissioners that they are welcome to attend any of the hospital employee flu shot clinics and receive their vaccination as well.

IX. ANNOUNCEMENTS

- A. WSHA Annual Meeting, October 22nd and 23rd, Renton, WA
- B. Giving Tuesday, November 28th - \$40,000 goal

X. EXECUTIVE SESSION

At 7:37p President Elbracht 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 7:47p President Elbracht announced that Executive Session would extend for 5 minutes. At 7:52p President Elbracht announced that Executive Session would extend for 1 minute.

XI. OPEN SESSION

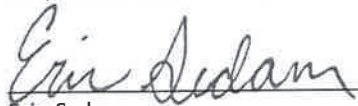
The meeting resumed in Open Session at 7:53 P.M.

- A. Credentials Report - Commissioner Sanchez moved to approve the credentials report. Commissioner Pitzer seconded the motion and the motion passed unanimously.
- B. CEO Compensation Resolution – Commissioner O’Keefe read the resolution 602, fixing the annual salary of the Administrator. Vice President Grantham moved to approve the CEO Compensation Resolution. Commissioner Pitzer seconded the motion and the motion passed unanimously.

XII. ADJOURNMENT

The meeting adjourned at 7:55 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.)