

**REGULAR MEETING**  
**BOARD OF COMMISSIONERS**  
**Public Hospital District No. 1-A of Whitman County, Washington**  
**d/b/a**  
**Pullman Regional Hospital**  
**Wednesday, December 02, 2020, 6:00 p.m.**  
**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-Megan Guido, CMCRO  
P-Dr. Gerald Early, CMIO  
P-Rueben Mayes, CDO  
P-Karly Port, Executive Director PRHCN  
P-Katie Hryniewicz, M.D., Medical Staff President  
P-Erin Sedam, Executive Administrative Assistant  
P-Kelly Brown, Legal Counsel

Guests:

Kyrk Taylor, PRH Human Resources  
Judy Stone, League of Women Voters  
Stephanie Knewbow, Director of Emergency Department  
Chris Skidmore, Whitman County Public Health  
Karen King  
Michelle Paredes Strong

**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, O'Keefe, Pitzer, Murphy, Werre, and Karpman.

**II. APPROVAL OF MINUTES**

A misnaming error was noted in the minutes. The correction from Commissioner Tricia to Commissioner Grantham was suggested. Commissioner Karpman moved to approve the corrected minutes for the regular meeting of November 4, 2020. Commissioner Werre seconded the motion and the motion passed unanimously.

**III. MODIFICATIONS TO AGENDA**

The agenda was modified to use the following language for Executive Session; discussion concerning the granting, denial, revocation, restrictions, or other considerations of the status of the clinical or staff privileges of a physician or other healthcare provider and consult with legal counsel regarding the legal risks of a proposed action when public discussion of the legal risks is likely to result in an adverse legal or financial consequence to the Hospital District.

**IV. CONSENT AGENDA**

Commissioner Grantham moved to approve the Consent Agenda and Commissioner Karpman seconded the motion. The following committee reports were approved unanimously:

- Medical Executive Committee
- Finance Committee
- Governance Committee

- Foundation Board of Directors
- Approval of Warrants

## V. BOARD EDUCATION

### A. Whitman County Public Health Department

Chris Skidmore, the interim Director for Whitman County Public Health, provided an update around the County's Covid-19 efforts. He stated that the focus continues to be on long term care facilities in the region. The County has seen transmission rates slowly decreasing and feel this is related to the shutdown and University students leaving the area. They do however anticipate a spike due to holidays and people gathering in person. The Public Health Department has daily calls with the two main employers in the county, Washington State University and Schweitzer Engineering Laboratories, to monitor outbreaks. He also mentioned that contact tracing efforts have been significantly more effective with the rapid turn around tests. They continue to maintain quarantine centers, but foresee these centers to end soon due to lack of funding. The enrollment application for the County to receive the Covid-19 vaccine is in progress. Lastly, it was explained that the contact tracing efforts with Idaho Public Health has been challenging.

## VI. ADMINISTRATIVE UPDATE

Scott Adams presented the Administrative Update and asked the Commissioner if there were any questions. There were no comments on the update.

## VII. ACTION / DISCUSSION ITEMS

### A. Designation Applications – Cardiac and Stroke

Stephanie Knewbow presented two designation applications for the Board's approval. The first one being for the Cardiac Center Level II. This level allows Pullman Regional Hospital to treat and transfer patients in this category, but offer no interventions. The second application is for the Stroke Center Level III. This level is the lowest for stroke care. These applications need to be submitted every three years. Commissioner Karpman moved to approve Cardiac Center application. Commissioner Pitzer seconded the motion and the motion passed unanimously. Commissioner Karpman moved to approve Stroke Center application. Commissioner O'Keefe seconded the motion and the motion passed unanimously.

### B. Patient Experience YTD

Jeannie Eylar reviewed the Patient Experience Dashboard which highlighted data from the patient satisfaction surveys conducted through Press Ganey. She reviewed the results of the survey for the following areas: Medical, Surgical, and Intensive Care Units, Environmental Services, the Red Sage Café, Birthplace, Same Day Services, Emergency Department, Imaging, Respiratory Care, and Summit Therapy. Commissioner Pitzer moved to approve the Patient Experience Report for the 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> quarters of 2020. Commissioner Grantham seconded the motion and the motion passed unanimously.

### C. Foundation Update

Rueben Mayes presented the Pullman Regional Hospital Foundation 2021 Strategic Management Plan. This plan was presented in November to the Foundation Board of Directors and approved in December. The strategic objectives include a \$2.5M fundraising

goal, retaining donors at a high level, \$0.30 cost to raise a dollar, 500 contact reports, \$6.5M Next Era of Excellence campaign goal, and Hospital and Foundation marketing integration.

D. Financial Update

Steve Febus presented the financial statements for the year through October 31<sup>st</sup>. Additionally he provided an update around the CAREs funding activities. He continues to gather information from the Government and that has been challenging as the program continues to change. The current funds spent have been to increase capacity in the laboratory. The full cost report was provided to DZA auditors and he expects to have it back from their review next week.

E. Resolution Authorized Signatures for Treasurer

Steve Febus presented a resolution with revised authorized signees for Pullman Regional Hospital with the County Treasurer. Commissioner O'Keefe read the resolution stating authorization of named individuals to sign those documents required for conducting business on behalf of Pullman Regional Hospital through the Whitman County Treasurer's Office such as investments, warrant activity, and fund transfers. The daily transactions for operations through the Whitman County Treasurer's Office will be completed by authorized personnel of the Fiscal Services and Human Resources departments. Commissioner Karpman moved to approve the resolution. Commissioner Pitzer seconded the motion and the motion passed unanimously.

F. Committee Assignments, 2021 Request Form

President Elbracht requested the Commissioners complete the committee assignments preferences sign-up sheet and return to Erin Sedam. Final assignments will be announced at the beginning of the new year.

G. Form to indicate interest as a Board Officer

President Elbracht requested the Commissioners complete the Board Officer interest form and return to Erin Sedam. The Governance Committee will create a slate of officers for consideration at the January board meeting.

H. COVID-19 Vaccine

Dr. Gerald Early presented an overview of the Covid-19 vaccine. He explained the frontrunners in manufacturing the vaccine are Pfizer and Moderna. He explained the best-case scenario timeline for when the vaccines will be produced and available. The administration guidance for receiving the vaccine is currently broken down into the following three tiers. 1A, which is high risk healthcare workers with direct patient contact, first responders with direct patient care contact, nursing home residents and/or other critical workers with high exposure. 1B, people at high risk because of 2 or more co-morbidities known to impact outcome of Covid-19 infection, people in congregate setting, maybe everyone of the age of 65. 1C, critical workers at highest risk of exposure in congregate settings. Lastly, he reviewed Pullman Regional Hospital's intentions and plans as it relates to the vaccine in late 2020 and 2021.

**IX. ANNOUNCEMENTS**

- A. President Elbracht thanked Dr. Katie Hryniewicz for her participation over the year as the Medical Staff Board President.

**X. EXECUTIVE SESSION**

At 8:07 P.M. the President announced that the meeting would go into Executive Session for 40 minutes to discuss the granting, denial, revocation, restrictions, or other considerations of the status of the clinical staff privileges of a physician or other healthcare provider and consult with legal counsel regarding the legal risks of a proposed action when public discussion of the legal risks is likely to result in an adverse legal or financial consequence to the Hospital District. At 8:47 P.M. the President announced that the Executive Session would continue for another 10 minutes to discuss granting, denial, revocation, restrictions, or other considerations of the status of the clinical staff privileges of a physician or other healthcare provider and consult with legal counsel regarding the legal risks of a proposed action when public discussion of the legal risks is likely to result in an adverse legal or financial consequence to the Hospital District.

**XI. OPEN SESSION**

The meeting resumed in Open Session at 8:57 P.M. The Credentials Report was reviewed and Commissioner Grantham moved to accept the Credentials Report and grant the applications for reappointment to the Active Medical Staff, with the privileges requested, by Corey Johnson, CRNA, Christopher Lundy, CRNA, and Aaron Scott, MD, and take no action regarding Kelli Blake, CST. The motion was seconded by Commissioner Karpman. The motion passed unanimously.

**XII. MEETING EVALUATION**

The President asked the Commissioners to complete the meeting survey via Survey Monkey.

**XIII. ADJOURNMENT**

The meeting adjourned at 8:59 p.m.

Respectfully submitted by:



Erin Sedam  
Executive Administrative Assistant



Sandra O'Keefe, Secretary  
Board of Commissioners

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

# VOTING CHART

MOTION	Meeting Minutes - Nov. 4, 2020		
	Aye	No	Abstain
Name			
Werre	✓		
Murphy	✓		
Pitzer	✓		
Grantham	✓		
Karpman	✓		
O'Keefe	✓		
Elbracht	✓		

## VOTING CHART

MOTION	Consent Agenda		
	Aye	No	Abstain
Name			
Werre	✓		
Murphy	✓		
Pitzer	✓		
Grantham	✓		
Karpman	✓		
O'Keefe	✓		
Elbracht	✓		

## VOTING CHART

MOTION	Designation Application- Cardiac		
	Aye	No	Abstain
Name			
Werre	✓		
Murphy	✓		
Pitzer	✓		
Grantham	✓		
Karpman	✓		
O'Keefe	✓		
Elbracht	✓		

# VOTING CHART

MOTION	Designation Application- Stroke		
	Aye	No	Abstain
Name			
Werre	✓		
Murphy	✓		
Pitzer	✓		
Grantham	✓		
Karpman	✓		
O'Keefe	✓		
Elbracht	✓		



## VOTING CHART

MOTION	Patient Experience Report - YTD		
	Aye	No	Abstain
Name			
Werre	✓		
Murphy	✓		
Pitzer	✓		
Grantham	✓		
Karpman	✓		
O'Keefe	✓		
Elbracht	✓		

# VOTING CHART

<b>MOTION</b>	Resolution # 575		
	Aye	No	Abstain
<b>Name</b>			
Werre	✓		
Murphy	✓		
Pitzer	✓		
Grantham	✓		
Karpman	✓		
O'Keefe	✓		
Elbracht	✓		

# VOTING CHART

<b>MOTION</b>	<i>Credentials Report</i>		
	Aye	No	Abstain
<b>Name</b>			
Werre	✓		
Murphy	✓		
Pitzer	✓		
Grantham	✓		
Karpman	✓		
O'Keefe	✓		
Elbracht	✓		