

REGULAR MEETING
BOARD OF COMMISSIONERS
Public Hospital District No. 1-A of Whitman County, Washington
d/b/a
Pullman Regional Hospital
Wednesday, September 6, 2017, 6:00 p.m.
Conference Room C & D, Pullman Regional Hospital, 835 SE Bishop Blvd.

Board of Commissioners

P-Tricia Grantham, President
P-Jeff Elbracht, Vice President
P-Sandra O'Keefe, Secretary
P-Jeanne Holstad, Commissioner
P-Joe Pitzer, Commissioner
P-Michael Murphy, Commissioner
P-Margaret Werre, 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-Stephanie Fosback, M.D., Medical Staff President
P-Hannah Kimball, Administrative Assistant
P-Rob Rembert, Legal Counsel

I. CALL TO ORDER

President Grantham called the meeting to order at 6:00 p.m. Roll call was taken with the following Commissioners answering present: Grantham, Elbracht, Pitzer, Holstad, O'Keefe, Murphy, and Werre.

II. APPROVAL OF MINUTES

Commissioner Murphy moved to approve the minutes for the meeting of August 2, 2017, Regular Meeting of the Board. Commissioner Pitzer seconded the motion and the motion passed unanimously.

III. MODIFICATIONS TO AGENDA

Commissioner Murphy moved to make the following modifications to the agenda: Announcements moved to Item IV after board education; Gender Reassignment Surgery Recommendation to Item G under Action/Discussion Items; and cancel Executive Session. Commissioner Holstad seconded the motion and the motion passed unanimously.

IV. CONSENT AGENDA

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

- Medical Executive Committee
- Finance Committee
- Quality Improvement Committee
- Approval of Warrants

V. BOARD EDUCATION

A. BoardPaq Check-in – Joe Pitzer

VI. ANNOUNCEMENTS

- A. Surgery Open House, September 8th 5:30-7:30pm
B. Rural Advocacy Days, Washington, D.C. September 26th – 27th

- C. WSHA Annual Meeting, October 12-13th – Seattle Marriott Waterfront
- D. Annual Health Innovation Summit, Oct 24th, SEL Event Center

VII. ADMINISTRATIVE UPDATE

Commissioner Werre asked about the survey, and it is to be discussed later in the meeting. Commissioner Grantham asked about Champion for Kids Event, both Rueben and Commissioner Elbracht were very happy with the event. The funds will be used to the Regional High-School Athletic Training Fund.

VIII. ACTION / DISCUSSION ITEMS

A. Safety Committee Report

Bernadette spoke about the structural changes and the name change from the Environment of Care Committee to Safety Committee to follow with DNV. The Safety Committee wrote 7 plans, Life Safety Management, Safety Management, Utility Management, Emergency Management, Security Management, Medical Equipment Management, and Hazardous Materials and Waste Management. Activities also include PPE assessment, Safety Risk Assessment, and many more. One of the more recent evaluations was in our security staffing, and we will increase our coverage. Commissioner Murphy moved to approve the safety committee report and Commissioner Elbracht seconded the motion. The motion to approve the safety committee report was approved unanimously.

B. Financial Update

Steve talked about the negotiations with Premera and those are on-going. Also, as the fall season approaches we expect more volume in the hospital.

C. Palouse Oncology Clinic Agreements

While still searching for an oncologist, Pullman Regional Hospital, Whitman Medical Center, Gritman Medical Center, and Cancer Care Northwest are moving forward with creating the Palouse Oncology Clinic. Two agreements mandate our approval, the first is the Operating Agreement for Palouse Management Services, and the second is Management Agreement between Palouse Management Services and Gritman Medical Center. Scott explained the two agreements and what they encompass. Commissioner Murphy moved to approve the Operating Agreement for Palouse Management Services and Commissioner Pitzer seconded the motion. The motion to approve the Operating Agreement for Palouse Management Services was approved unanimously. Scott explained what the second agreement entailed and Pullman Regional Hospital's role in the agreement. Commissioner Murphy moved to approve the management agreement between Palouse Management Services and Gritman Medical Center and Commissioner Pitzer seconded the motion. The motion to approve the management agreement between Palouse Management Services and Gritman Medical Center was approved unanimously.

D. DNV Survey Summary

Jeannie Eylar began with an overview of the DNV Survey preparedness over the last year, and the amount of effort shown. DNV Surveyors arrived on August 22nd, and it was overall very successful. The Survey Preparedness Committee will continue to meet monthly to prepare for our next survey and to implement the changes necessary. Pullman Regional Hospital also hired Debbie Heitstuman as the new Director of Quality and Accreditation and we are excited to have her. Commissioner

Grantham was also very impressed with the outcome of the survey and the surveyors were supportive of our efforts.

E. Resolution- Petition for Annexation 534

Commissioner O'Keefe read the Petition for Annexation Resolution #534
Commissioner Murphy moved to approve resolution 534, the petition for annexation and
Commissioner Pitzer seconded the motion. The motion to approve resolution 534, the petition for
annexation was approved unanimously.

F. Resolution- Sale of Real Property 535

O'Keefe read the Sale of Real Property Resolution #535.
Commissioner Murphy moved to approve the resolution 535, the sale of real property and
Commissioner Holstad seconded the motion. The motion to approve resolution 535, the sale of real
property was approved unanimously.

G. Credentials Report

Commissioner Holstad moved to approve the credentials report and Commissioner Murphy
seconded the motion. The motion to approve the credentials report was approved unanimously.

H. Gender Reassignment Surgery – Recommendation

Commissioner Murphy stated that as of yet, no surgeon has applied for privileges or credentials for
this surgery and will still take time to become a reality at PRH. Commissioner Elbracht asked about
our capacity and if this service will take away from any other capacity, and Scott answered that
using their estimated volume for the surgical cases, we will not take away from other services.
Commissioner Grantham asked about some of the allocated costs, and Steve answered that there
are overhead costs included. Scott spoke to the fact that the surgeon was thankful for the staff and
had an affirmative and positive message. Jeannie mentioned the staff in the operating room were
excited about being a part of a new services.

Commissioner Pitzer moved the gender reassignment surgery be adopted and Commissioner
Murphy seconded the motion. The motion to approve the gender reassignment surgery
recommendation was approved unanimously.

X. **MEETING EVALUATION**

President Grantham reminded the Commissioners to complete the meeting evaluation via Survey
Monkey.

XI. **ADJOURNMENT**

The meeting adjourned at 6:58 P.M.

Respectfully submitted by:



Hannah Kimball
Executive Administrative Assistant



Sandra O'Keefe, Secretary
Board of Commissioners
(Minutes are not officially approved until the
next Board Meeting.)