

**REGULAR MEETING**  
**BOARD OF COMMISSIONERS**  
**Public Hospital District No. 1-A of Whitman County, Washington**  
**d/b/a**  
**Pullman Regional Hospital**  
**Wednesday, March 5, 2025 at 6:00 PM In-Person or Virtually by Zoom**

Board of Commissioners

P-Tricia Grantham, President  
P-PJ Sanchez, Vice President  
P-Cheryl Oliver, Secretary  
P-Joe Pitzer, Commissioner  
P-Karen Karpman, Commissioner  
P-Anna Nofsinger, Commissioner  
P-Michael Cady, Commissioner

Guests:

Dave Williams  
Wayne Druffel  
Lennis Boyer

Hospital Personnel

P-Matt Forge, CEO  
P-Steve Febus, CFO  
P-Bernadette Berney, CHRO  
P-Carrie Coen, CRO  
P-Nancy Panko, M.D., Medical Staff President  
E-Karly Port, CPSO  
P-Peter Mikkelsen, M.D., CMO  
P-Erin Sedam, Executive Assistant  
P-Linda Infranco, Executive Director  
P-Alison Weigley, External Relations Director  
P-Rob Rembert, Legal Counsel

**I. CALL TO ORDER**

President Grantham called the meeting to order at 6:00p. Roll call was taken with the following Commissioners answering present: Grantham, Sanchez, Oliver, Pitzer, Karpman, Nofsinger, and Cady.

**II. APPROVAL OF MINUTES**

A. Commissioner Pitzer moved to approve the minutes for the special meeting of February 5, 2025. Commissioner Karpman seconded the motion, and the motion passed unanimously.

**III. MODIFICATION TO AGENDA**

A. Vice President Sanchez requested that a discussion item be added related to a potential retreat  
B. Commissioner Pitzer requested the Warrants Report be pulled for discussion.

**IV. CONSENT AGENDA**

Commissioner Pitzer requested the Warrants Report be pulled as an opportunity to offer additional explanation around the report, why it comes to the Board monthly, and the Board financial responsibility in approving this information. This was an educational opportunity for the newest members of the Board. Steve Febus offered some additional historical information as well.

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

- Medical Executive Committee
- Finance Committee
- Quality Management System
- Governance Committee
- Strategic Planning Committee
- Foundation Board of Directors
- Approval of Warrants

**V. PUBLIC COMMENT**

President Grantham opened the floor for public comment. No comments were made by the public in attendance. President Grantham closed the floor for comments.

**VI. BOARD EDUCATION**

A. Matt Forge, President Grantham, and Commissioner Karpman recently attended the Rural Advocacy Days in Olympia, WA, a healthcare event with legislation put on by the Washington Hospital Association. The group in attendance offered their experience at the event, highlighting positive interactions with regional legislators. Additionally, specific bills that have potential impact on healthcare in this region and their status were discussed.

**VII. ADMINISTRATION UPDATE**

Matt Forge presented the February Administrative Update and asked if there were any questions about the written report. There was some discussion around the Patient Throughput project. Carrie Coen provided additional information around this effort, especially as it relates to increasing access during the upcoming construction phases. Lastly, there were questions around the SNAP program, which Steve Febus provided definitions for the group.

**IX. ACTION / DISCUSSION**

**A. Expansion Project Update**

Matt Forge provided the commissioners with an update on the Expansion Project. He noted that the next big deadline will be July 14, 2025. This is the date on which the construction plans will be submitted to the Department of Health for approval. After that approval, September will be the mobilization period and when the community can expect to see construction crews setting up on campus for the project. Construction should commence in late October. Mr. Forge also noted that the revised plans have condensed the phases from 5 to 3, which will result in a sooner finish of the project.

**B. Financial Update - Monthly**

Commissioner Oliver provided an overview of the finance committee stating that the group reviewed the financial effectiveness plan and the projects within that plan that are in process. Steve Febus discussed the potential financial impacts of some of the bills with legislation and explained that Pullman Regional is in a situation of being more on the offensive as opposed to sister hospitals in the region who are more on the defensive side. He also spoke to the financial audit that is wrapping up. He explained that the auditor has all the information requested, and we are waiting for the final report. One thing of note from the recent audit is the need to continue to educate the nuances of our partnership with the Washington State residency program.

**C. Board Vacancy**

President Grantham acknowledged that Commissioner Karpman has submitted her resignation from the Board of Commissioners, effective March 6<sup>th</sup>. She went on to say what a privilege it has been to work with Ms. Karpman in this capacity and thanked her for years of service on this Board and to the community. With this resignation, there will be a vacant position on the board. Eligible candidates can submit their application through March 27<sup>th</sup>. The Board will conduct interviews at their April 2, 2025 regular meeting.

**D. Potential Retreat**

Vice President Sanchez brought forward the consideration of conducting a retreat in the coming months. The intent behind the retreat would be to engage and educate new commissioners as well as align on future vision for the Hospital. All commissioners felt this would be beneficial. There was some discussion around timing and location, but the Board delegated the Governance Committee to come up with recommendations on these logistics.

**IX. ANNOUNCEMENTS**

- A. Residency Match Day Celebration, March 21, 2025, Etsi Bravo

**X. EXECUTIVE SESSION**

At 7:07p President Grantham announced that the meeting would go into Executive Session for 10 minutes to discuss the 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 7:17p, President Grantham extended executive session for 5 more minutes. At 7:22p, President Grantham extended executive session for 5 more minutes. At 7:27p, President Grantham extended executive session for 5 more minutes. At 7:32p, President Grantham extended executive session for 2 more minutes.

**XI. OPEN SESSION**

The meeting resumed in Open Session at 7:34p.

**A. Credentials Report**

Commissioner Pitzer moved to approve the credentials report. Vice President Sanchez seconded the motion and the motion passed unanimously.

**XII. ADJOURNMENT**

The meeting adjourned at 7:34p.

Respectfully submitted by:

  
Erin Sedam

  
Cheryl Oliver, Secretary

Executive Assistant

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