

**REGULAR MEETING**  
**BOARD OF COMMISSIONERS**  
**Public Hospital District No. 1-A of Whitman County, Washington**  
**d/b/a**  
**Pullman Regional Hospital**  
**Wednesday, August 2, 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  
E-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-Kelly Brown, 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, O'Keefe, Murphy, and Werre. Commissioner Holstad was excused.

**II. APPROVAL OF MINUTES**

There were multiple spelling errors changed in the minutes from July 5<sup>th</sup>. Commissioner Pitzer moved to approve the minutes as corrected for the meeting of July 5, 2017, Regular Meeting of the Board. Commissioner Grantham seconded the motion and the motion passed unanimously.

**III. MODIFICATIONS TO AGENDA**

Add Petition for Annexation – Public Hearing Date – Item F.

**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
- Governance Committee
- Approval of Warrants

**V. BOARD EDUCATION**

A. BoardPaq Check-in – Joe Pitzer

There was question if the RSVP option was working, Hannah will activate that feature before each meeting.

## VI. ADMINISTRATIVE UPDATE

Dr. Fosback brought up that there are more options for EHR's than what is mentioned in the admin update. Commissioner Grantham asked Steve for clarification about his finance update and which publication is quoted. Scott Adams spoke about the speech pathology program and the potential to become a proprietary.

## VII. ACTION / DISCUSSION ITEMS

### A. Quarterly Financial Update

Steve Febus announced that there are two positions open in the Clinic Network and there is a new oversight committee. Pullman Regional Hospital is currently under negotiations with Premera, and those will continue until agreed upon. Days cash on hand are lower than YTD, but because of capital investments in our growing clinics. The total margin is strong while the FTE per AOB and cash on hand has some room for improvement. There has been a slight shift in volumes; we have seen more inpatient admissions and observation admissions are down. The billable time for surgeries is decreasing slightly along with patient days. This is the first time in 4-5 years that Emergency Department visits have been down as well. Group Health/Kaiser Permanente is coming up to renegotiate their contract and those negotiations should begin soon.

### B. Gender Reassignment Surgery Public Comment Summary

The commissioners spoke about their thoughts regarding the public comments and the process of decision making about if the hospital can provide gender reassignment services including cost, privileging, and public opinion. Commissioner Murphy asked if Dr. Stiller had applied for privileges for this surgery. Mr. Adams replied no.

### C. CEO Evaluation Results

The Governance Committee had a conversation about the CEO evaluation and the process is complete. Commissioner Pitzer found both the survey and the face-to-face portion valuable.

### D. Annexation – Public Hearing

President Grantham opened the public hearing on the Annexation Petition filed by Kim Woo. President Grantham asked if any member of the public wished to speak in favor or against the Annexation, or make any comment. There was none. President Grantham then closed the public hearing. Commissioner O'Keefe read proposed Resolution No. 533 approving the Annexation by Mr. Woo. Commissioner O'Keefe moved approval of Resolution No. 533. Commissioner Werre seconded the motion. The motion passed unanimously and the Annexation was approved.

### E. Leadership Succession Framework

Commissioner Pitzer explained that the succession framework is complete. Commissioner Grantham had a few questions on points including integrating internal and external applicants, and who would provide oversight and guidance.

Commissioner Murphy moved to approve the leadership succession framework and Commissioner Pitzer seconded the motion. The motion to approve the Leadership Succession Framework was approved unanimously.

F. Public Hearing for the Petition for Annexation

Commissioner Elbracht moved that a public hearing on the Petition for Annexation filed by Terrisa Vuletich, et al, be held on Sept. 6, 2017 at 1:00 P.M. at the Courtyard Marriott in Pullman. Commissioner O'Keefe seconded the motion. The motion passed unanimously.

**VIII. ANNOUNCEMENTS**

- A. Surgery Open House, September 8<sup>th</sup> 5:30-7:30pm
- B. Annual Planning Sessions, Sept 5 & 6<sup>th</sup>, 8am-noon each day
- C. Rural Advocacy Days, Washington, D.C. September 26<sup>th</sup> – 27<sup>th</sup>
- D. WSHA Annual Meeting, October 12-13<sup>th</sup> – Seattle Marriott Waterfront

**XI. EXECUTIVE SESSION**

At 6:55 P.M. the President announced that the meeting would go into Executive Session for 15 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, consult with legal counsel, and to discuss the minimum price at which real estate may be offered for sale. At 7:10 the President announced that the Executive Session would continue for 5 minutes to discuss the minimum price at which real estate may be offered for sale and consult with legal counsel.

**X. OPEN SESSION**

The meeting resumed in Open Session at 7:15 P.M. Commissioner Murphy moved that the Credentials Report be approved, that the applications for appointment to the Consulting Medical Staff, the Active Medical Staff, and the Associate Medical Staff be approved and with the privileges as stated be granted, that the applications for reappointment to the Active Medical Staff, the Affiliated Medical Staff, and the Associate Medical Staff be approved with the privileges as stated be granted, that the resignations of Jason Harper, DO and Jarrett Riley, DO, be accepted, and the extensions for Mark Alter, MD, Hansel Arroyo, MD, Dillon Euler, MD, Douglas Ikelheimer, MD, Maasi Shamilou, MD, Robert Sharpe, MD, James Varrell, MD, be granted as requested, and that the extension of Jeffrey Jones, MD, be granted as stated, and the extension for Edward D. Smith, MD, be granted as requested. Commissioner Pitzer seconded the motion. The motion passed unanimously.

**XI. MEETING EVALUATION**

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

**XII. ADJOURNMENT**

The meeting adjourned at 7:18 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.)

