

REGULAR MEETING
BOARD OF COMMISSIONERS
Public Hospital District No. 1-A of Whitman County, Washington
d/b/a
Pullman Regional Hospital
Wednesday, October 4, 2017, 6:00 p.m.
Conference Room C & D, Pullman Regional Hospital, 835 SE Bishop Blvd.

Board of Commissioners

P-Tricia Grantham, President (via phone)
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-Erin Sedam, Executive Administrative Assistant
P-Hannah Kimball, Temporary Administrative Assistant
P-Kelly Brown, Legal Counsel

Guests:

P-Judy Stone, LOWV

I. CALL TO ORDER

Vice President Elbracht called the meeting to order at 6:01 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 Pitzer moved to approve the minutes for the meeting of September 6, 2017, Regular Meeting of the Board. Commissioner Holstad seconded the motion and the motion passed unanimously.

Commissioner Pitzer moved to approve the minutes for the meeting of September 6, 2017, Special Meeting of the Board. Commissioner Holstad seconded the motion and the motion passed unanimously.

III. MODIFICATIONS TO AGENDA

An update from the Foundation was added to the Action/Discussion Items. It will take place after the financial update.

IV. CONSENT AGENDA

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

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

V. BOARD EDUCATION

A. 20 Questions: Fiduciary Duties – Jeff Elbracht

Vice President Elbracht reviewed from the “20 Questions Every Washington State Hospital Board Needs to be Able to Answer” publication the topic of Fiduciary Duties. The Commissioners agreed that it was worthwhile to reread this topic and reaffirm that Pullman Regional Hospital and the governing board is conducting themselves in the appropriate way. The Commissioners feel that information is presented to them with adequate time to make educated discussions. The Administrative team added that questions received from the board regarding the decision making process come from a very supportive standpoint and are beneficial to making the correct course of action.

B. BoardPaq Check-in – Joe Pitzer

Commissioner Pitzer asked if there were any questions, comments, or concerns regarding the Board of Commissioners use of the BoardPaq application and their hospital issued iPads. There were no comments.

VI. ADMINISTRATIVE UPDATE

Scott Adams presented the written update and asked if the Board had any questions or needed additional information around the report. Commissioner Pitzer discussed the Influenza Campaign and encouraged the Commissioner to get their vaccine shot soon. There was also praise given to Vice President Elbracht and his efforts with the Foundation at their recent event at Zeppos. Over \$12,000 was raised through this community event.

VII. ACTION / DISCUSSION ITEMS

A. Superior Clinical Outcomes

Jeannie Eylar reviewed the 1st and 2nd Quarter Superior Clinical Outcomes Report with the Board of Commissioners. She explained that a lot of this information is being pulled from the hospitals event reporting system, Pavisse. With changes in leadership, the hospital currently doesn't have an expert with the Pavisse system, but Mrs. Eylar is working to get staff additional training. She reviewed the data presented in the various sections of the report.

At 6:25 p.m. Stephanie Fosback, M.D. joined the meeting.

Commissioner Pitzer moved to approve the Superior Clinical Outcomes Report for the 1st and 2nd Quarter and Commissioner O'Keefe seconded the motion. The motion to approve the report was approved unanimously.

B. Financial Update

Steve Febus asked if there were any questions around the financial report that was provided. He elaborated that it was a pleasant surprise to see a profitable August, whereas in the past August is typically a month the hospital sees a loss. He also explained to the Commissioners that the 2018 Budget preparation is in full swing right now and he plans to present the expected expenditures at the regular meeting of the Board on November 1. The full packet and full budget should be done for the December meeting.

C. Foundation Update

Rueben Mayes provided a quarterly update to the Board of Commissioners on the activities of the Foundation. He reviewed the three main areas of fundraising; Annual Giving, Innovation, Endowment for Quality & Access. The grand total raised is \$1,071,560 for the end of August. Additionally he gave an update on strategic projects the Foundation staff is working on. This included the Blackbaud Analytics Project, a new investment advisor, the Regional High School Athletic Training Program, and the annual Auto Dealers for Health campaign.

D. Ratify Bid Award for Roof Repair

Scott Adams explained to the Commissioners that several emails had been sent to them regarding the roof repair needs at the Summit Therapy facility. The hospital had received two bids for the work. Since time was of the essence with the quickly changing weather, Pullman Regional Hospital awarded the bid to the lowest bidder, Brown Construction. Mr. Adams asked that the Board ratify this action and allow them to continue forward with this work. Commissioner Murphy moved to approve the ratification of awarding the roof repair contract to Brown Construction and Commissioner Werre seconded the motion. The motion to approve the ratify bid award was approved unanimously.

E. Federal/State Legislative Update

In late September, Commissioners Pitzer, Grantham, O'Keefe, Werre, and Scott Adams attended the Rural Advocacy Days in Washington, D.C. The Commissioners gave a debrief of their experience at this event. They felt they were set up to success for the meetings and that all the topics that were important to the WSHA were discussed. They were pleased with the amount of time they received with Representative Cathy McMorris-Rodgers and felt that their presence at these meeting made a difference and was worthwhile.

F. Strategic Planning Session Debrief & Mayo Transform Conference Debrief

Scott Adams asked if there were any questions from the Commissioner that may have come up since the Annual Planning Sessions in early September. There being no questions, Mr. Adams went on to explain to the Commissioners that the original medical office building rent quote the hospital received more than doubled in cost. This changed just shortly after the Strategic Planning Sessions concluded. Mr. Adams also reviewed the four first priority areas that leadership will be focusing on in the coming year.

Mr. Adams gave a debrief of his experienced at the Mayo Transform Conference last month. He explained that this conference usually presents provocative topics to consider in healthcare and that this year's structure was more of a global view on issues. Overall, it was an interesting conference to attend.

G. Board Education Schedule - 2018

Commissioner Pitzer presented the proposed schedule for Outside Board Education for 2018. This schedule listed the conference, dates, and locations for outside education events that have typically been attended by the Commissioner in the past. He asked that the Commissioners consider attending these events and getting them on their calendars early to avoid conflict. A motion was made to accept this schedule as a list of prioritized events for the Board to consider attending in 2018. Commissioner O'Keefe moved to approve the Outside Board Education 2018 schedule. Commissioner Murphy seconded the motion and the motion passed unanimously.

VIII. ANNOUNCEMENTS

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

IX. EXECUTIVE SESSION

At 7:40 P.M. Vice President Elbracht announced that the meeting would go into Executive Session to discuss the granting, denial, revocation, restrictions, or other consideration of the status of the clinical or staff privileges of a physician or other healthcare provider and consult with legal counsel for 15 minutes. At 7:55 P.M. the Vice President announced that the Executive Session would continue for another 5 minutes to discuss the granting, denial, revocation, restrictions or other consideration of the status of the clinical or staff privileges of a physician or other healthcare provider and consult with legal counsel.

X. OPEN SESSION

The meeting resumed in Open Session at 8:01 P.M. Commissioner O’Keefe moved that the Credentials Report be approved and that the applications for appointment and reappointment to the Affiliate Medical Staff, the Active Medical Staff, the Associate Medical Staff, the Allied Health Medical Staff, and Telepsych Providers, be granted with the privileges stated. Commissioner Pitzer seconded the motion. The motion passed unanimously.

X. MEETING EVALUATION

Vice President Elbracht reminded the Commissioners to complete the meeting evaluation form.

XI. ADJOURNMENT

The meeting adjourned at 8:02 P.M.

Respectfully submitted by:



Erin Sedam
Executive Administrative Assistant



~~Sandra O’Keefe, Secretary~~ Jeff Elbracht, Vice President
Board of Commissioners

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