

**REGULAR MEETING
BOARD OF COMMISSIONERS
Public Hospital District No. 1-A of Whitman County, Washington
d/b/a
Pullman Regional Hospital
Wednesday, January 3, 2018, 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 (via phone)
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-Ben Adkins, M.D., Medical Staff President
P-Erin Sedam, Executive Administrative Assistant
P-Kelly Brown, Legal Counsel

Guests:

P-Debbie Heitstuman, Director of Quality/Accreditation
P-Francis Benjamin, Pullman 2040
P-Priya Hazari, Marketing
P-Judy Stone, League of Women Voters

I. CALL TO ORDER

President Grantham called the meeting to order at 6:01 p.m. Roll call was taken with the following Commissioners answering present: Grantham, Elbracht, Pitzer, Murphy, and Werre. O'Keefe joined via conference call at 6:04 p.m.

II. APPROVAL OF MINUTES

Commissioner Murphy moved to approve the minutes for the meeting of December 6, 2017, Regular Meeting of the Board. Commissioner Werre seconded the motion and the motion passed unanimously.

III. MODIFICATIONS TO AGENDA

There were no modifications to the agenda.

IV. CONSENT AGENDA

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

- Finance Committee
- Quality Improvement Committee
- Governance Committee
- Foundation Board of Directors
- Approval of Warrants

V. BOARD EDUCATION

A. Quality Improvement and Accreditation – Debbie Heitstuman, Director

Debbie Heitstuman gave an introduction of her personal background and her professional career path that lead her to her current position as Director of Quality Improvement and Accreditation at

Pullman Regional Hospital. She reviewed with the Board of Commissioners her department goals around accreditation specifically with the DNV auditors. She also discussed efforts being made around department scorecards, the Accountable Care Organization (ACO), quality measures, and the Patient and Family Advisory Councils (PFAC). President Grantham thanked Ms. Heitstuman for her presentation and said she may be excused but is welcome to observe the rest of the meeting if she would like. Ms. Heitstuman left at 6:20 p.m.

VI. ADMINISTRATIVE UPDATE

Scott Adams presented the written update and asked if the Board had any questions or needed additional information around the report. There was further discussion re the Health Resources and Services Administration (HRSA) Grant. Mr. Adams explained that the grant money would focus on a different way of handling discharge care for those diagnosed with high risk chronic conditions. Mr. Adams elaborated more on the transitional care model that would be implemented should Pullman Regional Hospital be awarded the grant.

VII. ACTION / DISCUSSION ITEMS

A. Election of Officers

On behalf of the Governance Committee, Commissioner Pitzer presented the following slate of officers for nomination: Tricia Grantham for President, Jeff Elbracht for Vice President, and Sandy O'Keefe for Secretary. No other nominations were presented. Commissioner Murphy moved that the nominations be closed. Commissioner Werre seconded the motion. The vote was taken with all commissioners voting in favor of the nominations as presented.

B. 2018 Committee Assignments

President Grantham reviewed the committee assignments with the Board of Commissioners and asked if there were any questions or conflicts. There being none, Commissioner Pitzer moved to approve the 2018 Committee Assignments and Commissioner Murphy seconded the motion. The motion passed unanimously.

C. Pullman 2040 Presentation

Francis Benjamin, the co-chair for the Pullman 2040 Initiative Committee, gave a presentation around the Pullman 2040 Project. He gave a broad overview of the whole project and then gave more specific information around the Health and Safety task force area of the initiative. He noted that some of the areas the Health and Safety task force are working on are also projects that the hospital is making efforts towards as well. His recommendation to the Board of Commissioners would be to collaborate the efforts of the Pullman 2040 project and Pullman Regional Hospital in the Health and Safety area as this would have benefits for both parties.

D. Pullman 2040 Resolution

Jeff Elbracht read resolution #540 stating a resolution of the Commission of Public Hospital District No. 1-A of Whitman County, Washington, expressing support for Pullman 2040. Whereas, in 2017, the community engaged in a comprehensive process designed to develop a collective vision for the Pullman Community and the strategies to accomplish that vision, and; whereas, that visioning process was called Pullman 2040 and included the Pullman 2040 Steering Committee, organized volunteer work groups and a collaboration between the City of Pullman and Washington State University in the form of a Town/Gown committee, and; whereas, from this process, five key

priorities emerged as top priorities with short term, medium term, and long term strategic goals and an initial project list which will be implemented by partnering agencies and community volunteers, and; whereas, key priorities are:

- Community & Identity
- Education & Learning
- Growth & Development
- Health & Safety
- Recreation & Environment, and;

whereas, the goal of Pullman 2040 is to create a thriving community that all can be proud of, there will be a launch of the program on February 13, 2018 in Pullman, and; whereas, support from agency and community partners will play an integral role in the strategic efforts and successful implementation of identified priorities in order to realize the Pullman 2040 vision, and; whereas, one of the identified priorities focuses on Health & Safety, specifically improving youth early health intervention, developing a community wellness and training space, and developing a physician residency program, and; whereas, these priorities align with the mission of Pullman Regional Hospital and our Community Health 2020 vision. NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF PUBLIC HOSPITAL DISTRICT NO. 1-A OF WHITMAN COUNTY, WASHINGTON, as follows:

1. The Pullman Hospital Board of Commissioners is committed to being a lead public agency partner in the implementation of identified Pullman 2040 Health related projects as they are developed through Pullman Regional Hospital's Community Health 2020 plan.
2. That we recognize that many of the goals identified under the Health & Safety priority are currently being developed by Pullman Regional Hospital, therefore, the Board of Commissioners commit to support appropriate time, resources, and community engagement to the successful implementation of these goals and as part of the overall Pullman 2040 vision.
3. That the Board of Commissioners recognizes the value of this community-wide effort to build a prosperous, thriving community for the citizens of Pullman today and in to 2040.

Commissioner Elbracht motioned to accept the resolution and Commissioner Murphy seconded the motion. The motion passed.

E. Marketing Update

Megan Guido introduced Priya Hazari, the Marketing Specialist with Pullman Regional Hospital. Together Ms. Guido and Ms. Hazari gave the Board of Commissioners a presentation around the hospital's marketing strategy. This overall strategy includes more efforts in digital marketing. The presentation highlighted the benefits of digital marketing and how the hospital is currently using this platform.

F. Financial Update

Steve Febus asked the Board if there were any questions from the provided financial report. He explained that the hospital had a breakeven month and that December was a weaker than traditionally. Some highlights that will offset this are that Idaho and Washington State have finalized their medicaid cost report from 2016 and both owe Pullman Regional Hospital money. Additionally HCA will redistribute their funds and since they originally under paid us, we should see more money from them as well. Mr. Febus explained that there are some upcoming financial audits

to take place at the hospital. The 340B Audit will be over the next few days and then on Monday, the Washington State auditors will be here.

G. Commissioner Vacancy

President Grantham informed the Commissioners that a news release has been published for the vacant position with the Hospital Board of Commissioners. The deadline for those interested in this position is February 9th. Interested candidates must submit a letter of interest. President Grantham suggested the Board consider any candidates at the February special meeting. The Commissioners reviewed the documents that are sent to the candidates and there were no recommendations to change these documents. Kelly Brown reminded the Commissioners that they should appoint a new Commissioner before March 28, 2018.

H. Board Self-assessments

The Board was presented with the 2017 Self-Assessment results. Commissioner Joe Pitzer asked if there was any feedback based off these results or issues they would like the Governance committee to look into further. It was noted that it can be difficult to compare answers when they are in the essay form, but that you get a lot more information from narrative than other types of answers. It was also suggested to revise or reassess the way the Administrative Team participates in the Board Self-Assessments. The Governance Committee will look into this further in one of their upcoming meetings. Commissioner Murphy moved to approve the receipt of the Board Self-Assessments. Commissioner Werre seconded the motion and the motion passed unanimously.

I. Policy Recommendation, Governance

The Governance Committee reviewed the current harassment policy for the hospital and have no recommended changes for the Board of Commissioners. It was suggested to check with Amber Roberts, the Education Coordinator at Pullman Regional Hospital, to confirm if employees have an annual review of this policy through Healthstream. The Clinical Network is going to release their revised handbook sometime during the month of January, at which time the Governance Committee will be able to review their harassment policy as well. It was asked how employees receive this information. Bernadette Berney explained that new employees receive the handbook which contains the policy during orientation. It is also available on the hospital intranet for their reference. Commissioner Murphy motioned to accept the review of the Pullman Regional Hospital harassment policy. Commissioner Pitzer seconded the motion and the motion passed unanimously.

J. Proposal for Future Officer Nominations

Commissioner Joe Pitzer informed to the Board of Commissioners that every year there is an opportunity for any board member to express interest in an officer position. He suggested there be a reminder to the Board at the November meeting that they can run for an officer position.

VIII. ANNOUNCEMENTS

- A. ACO Development Meeting, January 23, 2018, 10:00a – 11:30a, Conference Room C&D
- B. Foundation Gala, February 3, 2018, 5:30 p.m. SEL Event Center
- C. AHA Leadership Conference, February 4-7, 2018 Phoenix, AZ
- D. February Board of Commissioners Special Meeting, February 14th, 6:00 p.m.

IX. EXECUTIVE SESSION

At 7:47 P.M. the President announced that the meeting would go into Executive Session for 60 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 personal issues and to consult with legal counsel. At 8:47 P.M. the President announced that the Executive Session would continue for another 30 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, to consider personal issues, and to consult with legal counsel. At 9:16 P.M. the President announced that the meeting would take a 3 minute recess and then the Executive Session would continue for another 30 minutes to discuss the same topics. The meeting resumed in Executive Session at 9:19 P.M. At 9:50 P.M. the President announced that the Executive Session would continue 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.

X. OPEN SESSION

The meeting resumed in Open Session at 10:00 P.M. Commissioner Murphy moved that the Credentials Report be approved, and that the application for appointment to the Active Medical Staff by Dr. Malyszek, with the privileges requested, be granted and the Telepsych Providers, Credentialing and Privileges by Proxy, be approved and the privileges granted. Commissioner Pitzer seconded the motion. The motion passed unanimously.

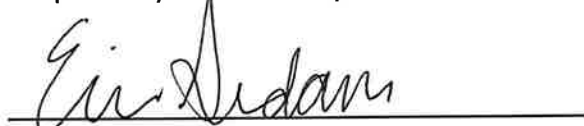
X. MEETING EVALUATION

The President reminded the Commissioners to complete the meeting evaluation.

XI. ADJOURNMENT

The meeting adjourned at 10:02 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.)