

**SPECIAL MEETING
BOARD OF COMMISSIONERS
Public Hospital District No. 1-A of Whitman County, Washington
d/b/a
Pullman Regional Hospital
Monday, July 9, 2018, 6:00 p.m.
Conference Room C & D, Pullman Regional Hospital, 835 SE Bishop Blvd.**

Board of Commissioners

P-Tricia Grantham, President
E-Jeff Elbracht, Vice President
P-Sandra O'Keefe, Secretary
P-Joe Pitzer, Commissioner
P-Michael Murphy, Commissioner
P-Margaret Werre, Commissioner
P-Karen Karpman, Commissioner

Hospital Personnel

P-Scott K. Adams, CEO
P-Jeannie Eylar, CCO
P-Steve Febus, CFO
P-Bernadette Berney, CHRO
E-Megan Guido, CMCRO
P-Dr. Gerald Early, CMIO
P-Rueben Mayes, CDO
E-Ben Adkins, M.D., Medical Staff President
P-Erin Sedam, Executive Administrative Assistant
P-Kelly Brown, Legal Counsel

Guests:

P- Judy Stone, LOWV

I. CALL TO ORDER

President Grantham called the meeting to order at 6:02 p.m. Roll call was taken with the following Commissioners answering present: Grantham, Pitzer, Murphy, O'Keefe, Werre, and Karpman. Commissioner Elbracht was excused.

II. APPROVAL OF MINUTES

Commissioner Murphy moved to approve the minutes for the June 6, 2018, Regular Meeting of the Board. Commissioner O'Keefe seconded the motion and the motion passed unanimously.

Commissioner Murphy moved to approve the minutes for the June 13, 2018, Special Meeting of the Board. Commissioner O'Keefe seconded the motion and the motion passed unanimously.

III. CONSENT AGENDA

Commissioner O'Keefe moved to approve the Consent Agenda and Commissioner Karpman seconded the motion. The following committee reports were approved unanimously:

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

IV. BOARD EDUCATION

A. Debrief June 13th Planning Session

President Grantham opened the floor up to any discussion around the Administrative Planning Session regarding the Next Era of Excellence that was held on June 13th. Commissioner Pitzer felt it was good information regarding the project overall but felt the financial projections need to be more clear. Scott Adams asked the Commissioners how they felt about the overall vision of the Next Era of Excellence. President Grantham offered her opinion that the concept of one-stop care is the driving force behind

moving forward into the next era of excellence in healthcare for Pullman. Commissioner Karpman stated that she likes the concept overall and that it makes sense from a patient point of care view but that she has concerns around operation costs and financing with the project. The Board of Commissioner requested to receiving more information when it is available on how the financing will play out to help insure that the project is successful. Additionally there was some conversation around potential tax fatigue among property owners in the Pullman area. Mr. Adams explained that the deadline for an April Ballot issue is no later than the Board of Commissioners January 2019 regular meeting. The proposed date to accept a ballot issue is currently targeted for their December 2018 meeting. At the regular meeting in November the Board of Commissioners will be presented with a full recommendation report regarding the Next Era of Excellence project which will include the financial footprint. He elaborated that we can project as best as possible based off data and best knowledge, but this type of project has never been done before so there is a little bit of unguaranteed. He offered that the Board may want to consider what verison of this overall vision they want to proceed forward with. Lastly, Mr. Adams explained that the community survey to assess voters readiness to support a bond issue has been mailed out and is available online as well. There were no further questions.

V. 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 asked for an update on the Operating Rooms' floors. Mr. Adams explained that two of the four rooms' floors are completely done and the other two are scheduled to be finished. It was also mentioned that Dr. Pennington is now doing anterior total hip surgeries at Pullman Regional Hospital and the hospital will begin to market this procedure.

President Grantham had a question regarding the Foundation's grant submission for the Lewis-Clark Valley Healthcare Foundation. Rueben Mayes explained how the funds were available through this Foundation and that Pullman Regional Hospital's grant application would be to help fund cardiology equipment.

Scott Adams announced that the annual WSHA Political Action Committee is seeking donations from Washington State Hospitals. They are asking for \$1130.00 from Pullman Regional Hospital. Margaret Werre moved to encouraging individual Board of Commissioners to support and contribute to the WSHA Political Action Committee. Commissioner Murphy seconded the motion and the motion passed unanimously.

VI. ACTION / DISCUSSION ITEMS

A. Clinical Quality Report – 1st Quarter

Jeannie Eylar presented the Clinical Quality Report for the first quarter of 2018, which was presented in a slightly different format with more graph data. She reviewed with the Commissioners data outcomes for the following areas; Medication Safety, Obstetrical Indicators, Infection Prevention, and the Emergency Department. Commissioner Murphy motioned to approve the Clinical Quality Report for 2018 1st Quarter. Commissioner Karpman seconded the motion and the motion passed unanimously.

B. Culture of Patient Safety Survey

Jeannie Eylar reviewed the results of the Hospital Survey on Patient Safety Culture (HSOPS). This survey is conducted every two years, with our last participation being in 2016. The Patient Safety Team helps

facilitate the survey participation and it was conducted during Patient Safety Week in March of this year. Employees who have patient care and physicians were invited to take the survey. Ms. Eylar reviewed the results of the survey questions in comparison to the last two surveys Pullman Regional Hospital completed as well as comparing results to the national 90th percentile. From these results the Patient Safety Team identifies areas to focus and make efforts for improvement. Ms. Eylar explained that the tool they will be using to leverage improvement will be formal training through our risk management company, Coverys. Additionally, each department will receive their specific results and create their own improvement plans at the department level.

C. Financial Update

Steve Febus provided a financial update for the month-end of May. He explained that overall May financials had a loss. He is forecasting that these numbers will continue to decrease into next month as June was not a good month either. He explained that the summer months are traditionally slower for volume and revenue and is hopeful that we will see business pick back up in the fall. Overall, based off the first half of the year, he is not expecting 2018 to be as good of a year as last year. Additionally, Mr. Febus also provided an update that the Same Day Services project funding with Columbia Bank is underway.

D. Award Bid for Roof Repair

Scott Adams presented the bid summary for the roof repair project provided by Design West. He explained that the bidding process was competitive and it is Administration's recommendation to award the work to the lowest bidder, Signature Roofing, who is located out of Eagle, Idaho. Commissioner Murphy moved to approve awarding Signature Roofing with the roof repair project work. Commissioner Werre seconded the motion and the motion passed unanimously.

E. Board Self-Evaluation Process

Margaret Werre provided an update around conversations the Governance Committee has had regarding enhancing the Board Self-Evaluation process. The Committee has decided to leave the vocabulary and survey monkey tool the same for this year's evaluation but are suggesting providing the Commissioners with additional information to consider as they complete this process. This additional information will come in the months leading up to the evaluation to help the Commissioners consider how they answer the evaluation questions and be more attentive to Board activities.

VII. ANNOUNCEMENTS

President Grantham asked the Commissioners to consider making September's Board Meeting a special meeting to follow after the Hospital's Annual Strategic Planning Session. This meeting would begin at 1:00p on September 5th at the Residence Inn Marriot hotel in Pullman.

- A. Annual Rural Hospital Leadership Conference, Chelan, June 24th – 27th
- B. Rural Advocacy Days, Washington, D.C. September 24th – 26th
- C. WSHA Annual Member Meetings, October 11th – 12th at Seattle Marriot Waterfront
- D. Health Innovation Summit, October 23rd at SEL Event Center

VIII. EXECUTIVE SESSION

At 7:21 P.M. the President announced that the meeting would go into Executive Session for thirty 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, personnel issues, and consult with legal counsel.

IX. OPEN SESSION

The meeting resumed in Open Session at 7:51 P.M. Commissioner Murphy moved that the Credentials Report be approved and that the applications for appointment to the Active Medical Staff and the Allied Health Medical Staff be approved with the privileges stated granted, that the application by Stephen Bergmann, MD, for reappointment to the Active Medical Staff be approved with the privileges stated granted, and the resignations of Heather Davis Remacle, PA, and Edward Katz, MD, be approved and accepted. Commissioner O'Keefe seconded the motion. The motion passed unanimously.

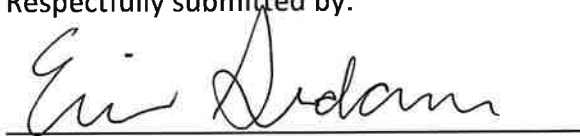
X. MEETING EVALUATION

The President reminded the Commissioners to complete the meeting evaluation.

XI. ADJOURNMENT

The meeting adjourned at 7:52 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.)