

REGULAR MEETING
BOARD OF COMMISSIONERS
Public Hospital District No. 1-A of Whitman County, Washington
d/b/a
Pullman Regional Hospital
Wednesday, November 7, 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
P-Joe Pitzer, Commissioner
P-Michael Murphy, Commissioner
P-Margaret Werre, Commissioner
P-Karen Karpman, Commissioner (via phone)

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
E-Ben Adkins, M.D., Medical Staff President
P-Erin Sedam, Executive Administrative Assistant
P-Kelly Brown, Legal Counsel

Guests

P-Judy Stone, League of Women Voters
P-Cassie Sauer, WSHA (6:53p)
P-Alison Osborne, WSU Student
P-Diane Sampson
P-Katie Hryniewicz, M.D.

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, Elbracht, Pitzer, Murphy, O'Keefe, and Werre. Commissioner Karpman participated by phone.

II. APPROVAL OF MINUTES

Commissioner Elbracht moved to approve the minutes for the meeting of October 3, 2018, 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 Elbracht moved to approve the Consent Agenda and Commissioner Pitzer 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

President Grantham welcomed guest Cassie Sauer. Ms. Sauer provided an introduction of herself, she is the President and Chief Executive Officer of the Washington Hospital Association (WSHA), as well as

provided information around what services the WSHA provides. She highlighted activities and services coordinated through WSHA which include areas of policy and advocacy, patient safety, coordinated action on major issues, power in unity, and decision support. She encouraged Pullman Regional Hospital's Board of Commissioner to remain active with WSHA which will help them be the best advocates for the Hospital. President Grantham thanked Ms. Sauer for her presentation.

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 some conversation around oncology services. Mr. Adams reported that Dr. Rye, an oncologist, is schedule to join the practice in July 2019. There was also conversation around the recent Health Innovation Summit. The Commissioners in attendance felt it was a great event and was well structured. Lastly the Commissioners discussed the Ethics Committee consult text group. Jeannie Eylar explained that moving to a text platform allows for real time availability. After conversation it was determined that the Commissioners will not be involved with the Ethics Committee Consult group, but rather with the general Ethics Committee.

VII. ACTION / DISCUSSION ITEMS

A. Public Hearing on 2019 Budget

President Grantham called for a public hearing on the 2019 Proposed Budget and invited comments from the public. There being no comments, the public hearing was closed.

B. Resolution – 2019 Budget

Steve Febus presented background information around why the hospital participates in budget planning. He went on to explain that in December the Board of Commissioners will be provided with a full budget packet and that the information presented to them for this meeting is a assumption for 2019. Mr. Febus presented the general assumptions that help generate the budget predictions for 2019. He reviewed the budget goals, which are a total district margin of 2%, days cash goal >80 days (all sources) with >70 days (unrestricted only), A/R days <40 days, and an overall goal of 1.2 million. The resolution being presented to the Board is to establish the UTGO that will sunset in 2021 and the tax levy needed to cover the debt services of bonds issued by the district. Commissioner O'Keefe read the resolution stating the adopting a budget for said District, fixing the final amount of expenditure for the ensuing year and providing for the levy of a tax on all taxable property within said District. Commissioner Pitzer moved to approve the resolution. Commissioner Murphy seconded the motion and the motion passed unanimously.

C. Quarterly Financial Update

Steve Febus provided a financial update for the Hospital for the third quarter of 2018. He explained that after a few strong months, the Hospital is almost in the black, but is still slightly in the red. He reviewed with the Commissioners the key indicators dashboard, where our revenue comes from, volume report, department statistics, and physician statistics. He explained the various impacts on finances that have occurred within all of these areas. Mr. Febus is optimistic for a strong financial month in October.

D. Resolution – Ratify Construction Contracts

Steve Febus present a resolution ratifying three contracts the Board already approved. The RCW policy states that projects over a certain dollar amount require an executed resolution. Sandy O'Keefe read

the resolution stating ratifying the construction contract for the same day surgery project, the construction contract for the pharmacy relocation project, the construction contract for the roofing of the real property located at 1630 Summit Court, Pullman, WA 99163, and the construction contract for the roofing of Pullman Regional Hospital. Commissioner Murphy moved to approve the resolution. Commissioner Werre seconded the motion and the motion passed unanimously.

E. Memorandum of Understanding

Scott Adams reminded the Commissioners of a conversation held during their executive session last month regarding entering into a memorandum of understanding with Washington State University. He recommends the Board of Commissioners to approval administration to execute the memorandum of understanding with Washington State University. Commissioner Murphy moved to approve the authorization. Commissioner Pitzer seconded the motion and the motion passed unanimously.

F. Next Era of Excellence Report

Scott Adams offered an overview of the Next Era of Excellence recommendation report. He walked the Board of Commissioners through the report contents at a high level. Mr. Adams reminded the Board that they are not rushed to make a decision at tonight's meeting. The timelines that have been proposed are suggestions and can be altered if need be. A decision will need to be made no later than mid-January in order to meet important deadlines for an April Special Election. It was suggested that further information regarding the report could be answered by administration in small group work and committee meetings. A few initial questions were asked from the Commissioners regarding the report content. After some discussion, President Grantham asked if the Board would like more time with the report, to which they felt they did need. Steve Febus offered to join the November Governance Committee and the November Strategic Planning Committee to answer additional questions. Both Mr. Adams and Mr. Febus welcomed any other questions that come up before scheduled work groups.

G. Resolution – Interlocal Agreement

Scott Adams explained that the Northwest Rural Health Network (NWRHN) is made up of 15 critical access hospitals in the State of Washington. This Interlocal Agreement would include a group of 13 of those 15 hospitals that agree to purchases services as a group. This has benefits for Pullman Regional Hospital of better purchasing rates. Sandy read the resolution stating approving an Interlocal Agreement with other Participating Hospitals combining efforts to bring necessary services to their respective communities and obtain benefits from entering into joint agreements and contracts and authorizing the District Superintendent to execute the Operating Agreement (Interlocal Agreement) pertaining thereto. Commissioner Murphy moved to approve the resolution. Commissioner Werre seconded the motion and the motion passed unanimously.

H. Resolution – Bid Award for Construction

Scott Adams presented a resolution for a construction bid award. This construction project is for Suite 103 at the Corporate Pointe building, which will be remodeled to fit the needs of the Pulmonology practice. This suite used to house the blood bank and the space needs reworked to meet the pulmonology practice needs. Mr. Adams recommended the Board of Commissioner award the construction bid to Shawn Cole Construction to finish out the space and make usable to the outpatient piece of that practice. Sandy read the resolution stating approving a construction contract with Shawn Cole Construction, Inc. Commissioner Elbracht moved to approve the resolution. Commissioner O'Keefe seconded the motion and the motion passed unanimously.

I. Nomination of 2019 Board Officers

A form was distributed to the Commissioners for self-nomination to be considered for an officer position with the Board of Commissioners. The Commissioners are to return the form to Commissioner Werre for the Governance Committee to review at their November meeting.

J. Set Public Hearing Date

President Grantham suggested setting a public hearing date for a petition to annexation for the Board of Commissioner regular meeting on December 5, 2018. The Commissioners all agreed to this date.

VIII. ANNOUNCEMENTS

A. Anniversary Party, December 7th, 5:30 p.m., SEL Event Center

IX. EXECUTIVE SESSION

The President announced that there would not be an Executive Session.

X. OPEN SESSION

The Credentials Report was reviewed. Commissioner Murphy moved that the Credentials Report be approved and that the application to the Active Medical Staff from Shiquan Liu, MD, be approved with the privileges requested granted, that the application for appointment to the Active Medical Staff from Vinod C. Mehta, MD, be approved with the privilege requested granted, that the application for reappointment to the Allied Health Staff from Christopher Lundy, CRNA, be approved with the privileges requested granted, that the application for reappointment to the Active Medical Staff from Aaron Scott, MD, together with additional privileges for Coolief Radiofrequency Ablation Treatment (knee, hip, SI joint) be approved with the privileges requested granted, that the initial appointment by Corey R. White, DO, for telestroke provider privileges be granted, that the requests for additional privileges from Richard Malyszak, MD, Juan Parra, MD, Geoffrey Stiller, MD, and John Visger, MD, for General Surgery GI and Endoscopy be granted, and the requests for extensions through the December Board meeting pending receipt of reappointment documents be granted for Nicole DiRienzo, MD, Iris Fadlon, MD, Elton J. Smith, MD, Rhonda Lampen, MD, Nelly Norrell, MD, Usama Sabzwani, MD, and Curt Pinchuck, MD (Telepsych Providers). Commissioner Werre seconded the motion. The motion passed unanimously.

XI. MEETING EVALUATION

The President asked that the meeting evaluation forms be completed.

XII. ADJOURNMENT

The meeting adjourned at 8:30 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.)