

REGULAR MEETING
BOARD OF COMMISSIONERS
Public Hospital District No. 1-A of Whitman County, Washington
d/b/a
Pullman Regional Hospital
Wednesday, December 5, 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 (via phone)
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
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-Judy Stone, League of Women Voters
P-Anthony Kuipers, Daily News
P-Zach Anders, Pullman Radio
P-Pat Wright, Pullman Regional Hospital Foundation

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, Werre, and Karpman. Commissioner Murphy was present participating by phone. President Grantham welcomed the following guests in attendance; Anthony Kuipers with the Daily News, Zach Anders with Pullman Radio, Judy Stone with the League of Women Voters, and Pat Wright with Pullman Regional Hospital Foundation.

II. APPROVAL OF MINUTES

Commissioner Pitzer moved to approve the minutes for the meeting of November 7, 2018, Regular Meeting of the Board. Commissioner Elbracht 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 O'Keefe seconded the motion. The following committee reports were approved unanimously:

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

V. 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 the Nuance Dragon Medical One speech recognition software. Jeannie Eylar explained that the physicians who are using this software have reported that it has changed the way they perform. The program has sped up physician documentation time. Additionally, Dr.

Adkins added benefits received at Pullman Family Medicine with a similar program called Telescribe. He explained how it has improved the quality of care patients are receiving and significantly decreased documentation time. The Commissioners had no other questions on the administrative report.

VI. ACTION / DISCUSSION ITEMS

A. 2019 Strategic Management Plan and Budget

Steve Febus presented to the Board of Commissioners the 2019 Strategic Management Plan and Budget. Mr. Febus provided background on how Pullman Regional Hospital predicts their next year budget. Figures derive from expectations of volumes, history, the market (i.e. new providers coming on, providers leaving, time of recruitment), trends in market both locally and nationally, and opportunities to expand. Next, the finance team works with individual departments to determine their goals and needs. He explained that the operating budget is a target. Regarding capital items requests, leadership is pretty good about asking for items they truly need, as opposed to nice to have items. Everyone has to work collectively to maximize the funds available. Mr. Febus reviewed the executive summary which highlights the focus areas for 2019. The overall budget for 2019 is \$1.5M. Commissioner Elbracht moved to approve the 2019 Strategic Management Plan and Budget. Commissioner Pitzer seconded the motion and the motion passed unanimously.

B. Financial Update

Steve Febus provided a financial update for the month of October. He reported that it was a very good month and the positive performance resulted in the hospital having a positive year to date bottom line. The bottom year to date after October is actually above where the hospital had budgeted. He confided that he is optimistic for a good November and December. He explained that there will be a mini cost report in December to get an idea of where the year will end.

C. Privileging Criteria

Dr. Ben Adkins presented the Gender Confirmation Surgery Criteria for physician requesting privileges at Pullman Regional Hospital. This criteria is based off hospitals that have had successful surgeries and has been reviewed and approved by the Surgery Committee, the Credentials Committee, and the Medical Executive Committee. A miss typed word was noted on the last bullet that "ears" should read "years". Commissioner Werre inquired who the proctoring physician is for Pullman Regional Hospital. Dr. Adkins explained that Dr. Stiller has performed over 50 surgeries and doesn't require proctoring anymore and could serve as a proctor for a new physician wishing to perform these types of surgeries. A new physician could request a different proctor than Dr. Stiller, but the Medical Staff would need to approve that proctor. Commissioner O'Keefe moved to approve the Privileging Criteria. Commissioner Pitzer seconded the motion and the motion passed unanimously.

D. Medical Staff Bylaws Revision

Dr. Ben Adkins presented to the Commissioners updates to the Medical Staff Bylaws. The revisions include changing verbiage from "physicians" to "members of the medical staff" and including CRNAs. Commissioner Pitzer moved to approve the Medical Staff Bylaws Revision. Commissioner O'Keefe seconded the motion and the motion passed unanimously.

E. 2019 Committee Assignments

Commissioner Werre asked the Commissioners to complete the committee assignments request form and turn into President Grantham. Grantham reminded the Commissioners to consider their personal schedules and prioritize their preferences when completing the form. Additionally, if you are completing your first year of a two year commitment to a specific committee, please request that committee for your second year term.

F. Public Records Disclosure Policy

Commissioner Werre presented a revised Public Records Disclosure Policy that was drafted by Kelly Brown and reviewed at the Governance Committee. Mr. Brown explained that the proposed policy is now in compliance

with the latest RCW. Commissioner Pitzer moved to approve the Public Records Disclosure Policy. Commissioner Werre seconded the motion and the motion passed unanimously.

G. Public Service Loan Forgiveness

Scott Adams provided background information around this topic. He explained that the Federal Government offers federal student loan forgiveness for individuals working in non-profit entities for a certain amount of years. Overtime the loan is forgiven by the Government. Pullman Regional Hospital qualifies for this program. He went on to explain that a physician working for Palouse Medical has requested to work for us and her services be leased back to Palouse Medical to qualify for this loan forgiveness program. The lease agreement is still in the works between the Hospital and the practice. Two agreements would need to be reached; an employment agreement between the hospital and the physician and the lease agreement between the hospital and the practice. Steve Febus added that this has been a discussion for about 6 months. Mr. Febus added that he is working with legal counsel on both documents. He stated that it would be the physician's responsibility to file with the government, not the hospital's. The hospital would take on some risk with medical malpractice as the physician would be employed at the hospital, but the increase in cost is minimal. The positive outcome would be a long term commitment from the physician. No action was requested from the Commissioners at this juncture.

H. Foundation Fundraising Commitment

Rueben Mayes provided the Commissioners with background information on how they came to their commitment. In October, Sid Mallory provided the finding from the feasibility study and suggested a working fundraising goal of \$6.5M. At the Pullman Regional Hospital Foundation Board of Directors meeting on November 15th, the Foundation Board of Directors committed to an initial working Next Era of Excellence fundraising campaign goal of \$6,500,000 contingent upon: The Pullman Regional Hospital Board of Commissioners approving the Next Era of Excellence, concept, vision, and direction. Mr. Mayes also explained that they have begun evaluating the highest needs and deepen relationship with top donors. Pat Wright, The Foundation Board of Directors President, added that the Foundation Board is committed to the identified highest needs, regardless of the Next Era of Excellence outcome.

I. Next Era of Excellence

President Grantham provided an overview of the journey that has lead the Board of Commissioners to this point. She explained that Pullman Regional Hospital has been very true to it's mission and The Next Era of Excellence is a continuation of that commitment. She added that the Board of Commissioners have done their due diligence of gathering and evaluating The Next Era of Excellence through information opportunities, comprehensive Q&A sessions with administration, and work within committee groups. President Grantham feels that administration has been extremely transparent and helpful during this evaluation process. She added that feedback from the community through public surveys and marketing efforts has also lead to this recommendation juncture. Lastly she reminded the Commissioners that a decision doesn't have to be made at this meeting if they would like more time with the recommendation report provided. A deadline to be aware of for considering a issue on the ballot in April is that a decision would need to be made by late February. Commissioner Karpman asked for clarification on the funding. Scott Adams explained that approximately \$29M would come from taxes, \$6.5M would come from philanthropy, and \$4.5M would come from hospital reserves. The hospital contribution and philanthropy efforts will be flexible upon each other, depending on the success for the fundraising efforts. Commissioner Pitzer added that The Next Era of Excellence has been a part of the plan all along, dating back to when the current hospital was being proposed as part of the Community Health 2020. He stated that this plan for integrated care in Pullman would provide higher quality of care for the community. Commissioner Elbracht added that he appreciates the Administration and Foundation's efforts to put together a plan to address the needs of Pullman. Commissioner Werre stated that if you don't keep with changes in healthcare, you might not exist and this plan helps address that concern.

Commissioner Pitzer moved to authorize hospital administration to organize and carry-out an ongoing community education program related to The Next Era of Excellence.

X. OPEN SESSION

The meeting resumed in Open Session at 8:55 P.M. Commissioner O'Keefe moved that the Credentials Report be approved, that the application for initial appointment to the Allied Health Medical Staff for Paula M. Bowes, PA-C and that the application for reappointment to the Allied Health Medical Staff for Corey D. Johnson, CRNA, all be approved with the privileges as stated granted, and that the extensions requested by Nicole DiRienzo, MD, Iris Fadlon, MD, Elton J. Smith, MD, Rhonda Lampen, MD, Nelly Norrell, MD, Usama Sabzwani, MD, and Curt Pinchuck, MD through the January, 2019 Board meeting pending receipt of reappointment documents all be granted. Commissioner Elbracht 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 8:56 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.)