

**REGULAR MEETING
BOARD OF COMMISSIONERS
Public Hospital District No. 1-A of Whitman County, Washington
d/b/a
Pullman Regional Hospital
Wednesday, January 8, 2020, 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

Hospital Personnel

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

Guests:

P-Kyrk Taylor, Human Resources Pullman Regional Hospital
P-Karly Port, Director Clinic Network
P-Judy Stone, League of Women Voters
P-Thomas VanWinkle, Guest

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, O'Keefe, Pitzer, Werre, Murphy, and Karpman.

President Grantham welcomed the guests in attendance and introduced Dr. Katie Hryniewicz as the new Medical Staff President for 2020.

II. APPROVAL OF MINUTES

Commissioner Karpman moved to approve the minutes for the meeting of December 4, 2019, regular Meeting of the Board. Commissioner O'Keefe seconded the motion and the motion passed unanimously.

III. MODIFICATIONS TO AGENDA

There were no modifications to the agenda.

IV. CONSENT AGENDA

Commissioner O'Keefe 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

A. 2020 State Legislative Session Agenda

Scott Adams reminded the Commissioners that there is a legislative session later this month. Mr. Adams and Commissioner O'Keefe plan to attend the session to represent Pullman Regional Hospital. He reviewed the

topics that are being presented to the legislative's attention and how they might relate to Pullman Regional Hospital.

VI. ADMINISTRATION UPDATE

Scott Adams presented the written update and asked if the Board had any questions or needed additional information around the report. Additionally, he announced that Karly Port has become a regular member of the Administrative Team. There was some additional conversation around the exempt salary thresholds and who that applies to within Pullman Regional Hospital.

VII. ACTION / DISCUSSION ITEMS

A. Election of Officers

On behalf of the Governance Committee, Commissioner Karpman presented the following slate of officers for nomination: Jeff Elbracht for President, Tricia Grantham for Vice President, and Sandy O'Keefe for Secretary. No other nominations were presented. Commissioner Pitzer 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. 3rd Quarter Clinical Quality Report

Jeannie Eylar presented the 3rd Quarter Clinical Quality report to the Board of Commissioners. She explained the new quadrant chart and how it is helping identify specific areas of focus for reporting out to the Board. The two quadrants of focus are the declining quadrant and the improving quadrant. Ms. Eylar reviewed the key data points in these two quadrants and offered explanation to these outcomes. Additionally, she provided information around the infection prevention program and announced that the Employee Health Nurse, Diane Whittick, as accepted the position to also cover hospital infection prevention. Commissioner Murphy moved to approve the 3rd Quarter Clinical Quality report. Commissioner Werre seconded the motion and the motion passed unanimously.

C. Environment & Employee Safety

Bernadette Berney presented the Environment and Employee Safety Report and explained that this report will be presented to Commissioners quarterly moving forward, rather than only twice a year. She reviewed key events that took place in the last quarter and the efforts the Safety Committee are taking to prevent and reduce risk. Commissioner Grantham moved to approve the Environment and Employee Safety report. Commissioner Murphy seconded the motion and the motion passed unanimously.

D. Board Education Calendar 2020

On behalf of the Governance Committee, Commissioner Karpman presented a proposed schedule of board educational topics to be presented to the Commissioners at their monthly meetings. The group agreed that the topics identified by the Governance Committee would be beneficial and asked the Governance Committee assign the monthly schedule.

E. Financial Update

Commissioner Murphy asked if the Commissioners had any questions about the Financial Report. There was some conversation around the surgeons' financial performance. Mr. Adams added that administration is looking into a consultant to look at the practice as a whole.

F. Board Retreat Outline

Scott Adams presented an outline of ideas to prompt the Board and their thoughts as they prepare for the Special Board Meeting and Board Retreat on January 20th. He asked the Commissioners if they had any additional items to add to the outline. No additional suggestions were presented. Mr. Adams explained that the Board retreat is open to the public to attend and has invited the hospital family to join as well.

G. Credentials Report

President Elbracht explained that the credentials report is only asking for an extension to be reviewed at the next Board of Commissioner meeting in February. Commissioner Pitzer moved to approve the credentials report and Commissioner Murphy seconded the motion. The motion passed unanimously.

IX. ANNOUNCEMENTS

- A. Board Retreat, January 20th 8:30a – 12:30p at Pullman Regional Hospital in Conference Rooms C&D
- B. Foundation Gala, February 1st at SEL
- C. AHA Conference, February 2nd – 5th in Phoenix, AZ
- D. February Special Board Meeting on the 12th at the Holiday Inn Express

X. EXECUTIVE SESSION

There was no executive session held.

XI. OPEN SESSION

Commissioner Pitzer acknowledged former President Grantham for her tenure as Board President and thanked her for all her hard work.

XII. MEETING EVALUATION

The President asked the Commissioners to complete the meeting survey via Survey Monkey.


XIII. ADJOURNMENT

The meeting adjourned at 7:23 p.m.

Respectfully submitted by:



Erin Sedam
Executive Administrative Assistant


~~Sandra O'Keefe, Secretary~~ — Jeff Elbracht, President
Board of Commissioners

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