

**REGULAR MEETING
BOARD OF COMMISSIONERS
Public Hospital District No. 1-A of Whitman County, Washington
d/b/a**

Pullman Regional Hospital

Wednesday, March 6, 2019, 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
P-Steve Febus, CFO
P-Bernadette Berney, CHRO
P-Megan Guido, CMCRO
P-Dr. Gerald Early, CMIO
P-Rueben Mayes, CDO
P-Isaac Grindeland, 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-Carrie Coen, Director, Summit Therapy
P-Karly Port, Director of Operations, PRHCN
P-Amanda Wright, Administrative Assistant, PRHCN
P-Andrew Craigie, Executive Director, PRHCN
P-Noah Schmick, WSU Murrow News Channel 8

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, Murphy, Werre, and Karpman.

President Grantham conducted introductions of the guests in attendance.

II. APPROVAL OF MINUTES

Commissioner Elbracht moved to approve the minutes for the meeting of February 6, 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 Werre 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
- Quality Improvement Committee
- Foundation Board of Directors
- Approval of Warrants

V. BOARD EDUCATION

A. Questions from Critical Questions Every Hospital Board Needs to be Able to Answer

The Commissioners reviewed the question "What's the board's role in building trust and connections with its community" as part of WSHA's Critical Questions Every Hospital Board Need to be Able to Answer.

Commissioner O’Keefe noted that this is a very active period for the Board to participate in various ways with the community. Commissioner Werre mentioned that she has observed the community not fully understand what type of hospital Pullman Regional is and that more education could be provided around where our funding support comes from. Commissioner Karpman expressed that there is good community outreach from the hospital and that the Hospital works closely with lots of community groups. She posed the question, should we establish a more formalized effort with the community (i.e. a committee) that could help bridge the gap between some of misunderstandings the community may have? Jeannie Eylar mentioned that there is the patient advisory committee and is composed of community members with pediatric patients. Scott Adams added that if the bond passes there will be great opportunities to involve the community in the design and services portions of the Next Era of Excellence. He also added that this article was likely written with private hospitals in mind. Pullman Regional Hospital is a public hospital district and our Board of Commissioners were elected by Pullman residents to serve as the voice of the community. He also reminded the Board that their monthly meetings are open to the public to attend as a source of information as to what the hospital is doing and planning. It was also noted that the Pullman Regional Hospital Foundation does great work to serve as ambassadors in the community for the Hospital.

B. Summit Therapy – Carrie Coen

Carrie Coen, the Director of Summit Therapy, gave an introduction of herself, Summit Therapy, and the services they provided. She reviewed the staffing makeup and the service lines offered at Summit Therapy. This included the various classes and programs offered throughout the community. There was some additional conversation around the Genetics Counseling services provided by Ian Wallace. Lastly, she noted some space constraints that should be considered should the April bond pass.

VI. ADMINISTRATION UPDATE

Scott Adams presented the written update and asked if the Board had any questions or needed additional information around the report. Jeannie Eylar provided more insight into the recent visit from the Washington State Department of Health (DOH). They were onsite conducting their survey on regulations. She reported that this survey is every three years and because of the growing list of regulations from the state it is a much longer survey. The State Fire Marshall was also in attendance for this survey. Ms. Eylar explained that the surveyors were very complementary of our staff and how we addressed issues from our previous survey. The surveyors mentioned that Pullman Regional Hospital does far more than other small hospitals in the State. She went on to explain that the laboratory accreditation body, CAP, was conducting their survey at Pullman Regional Hospital this last week. This survey also went well and surveyors reported that the bigger issues from two years ago are resolved and only found minor tweaks that need to be addressed. Mr. Adams asked the Board if there were any other questions regarding the Administrative Update report. There was some conversation around the Strengthening Families program, which is being funded and implemented through the Whitman County Health Network. Lastly, Mr. Adams added that we are in a continued financial state of being frugal with our expenses, but that education for staff and the Board should continue as appropriate.

VII. ACTION / DISCUSSION ITEMS

A. Community Engagement Report

Megan Guido presented the Community Engagement Report for online engagement and marketing. She reviewed the 2018 Online Engagement sources which included; website, social media, podcasts, blog, and email strategy. She reviewed metrics related to each of these online engagement sources with the Commissioners. Commissioner O’Keefe moved to approve the Community Engagement Report and Commissioner Karpman seconded the motion. The motion passed unanimously.

B. Financial Update

Steve Febus provided a financial update on the Hospital District. He explained the goal of operating at a 4% margin and how this margin provides the hospital with much more stability. He reported that January was a very

strong month. At a high level he reviewed the trend lines and explained that the financial report was reviewed in great detail at the Finance Committee level. Lastly he notified the Commissioners that the external auditors, DZA, are onsite this week conducting their annual survey. They review the financials for the entire district. Once their final report is prepared, Mr. Febus will share this with the Board.

C. Purchase and Sale Agreement

Scott Adams explained that efforts between Dr. Tingstad's attorney and Kelly Brown have been taking place to finalize a Purchase and Sale Agreement between the Hospital and Dr. Tingstad's LLC. The purchase price was determined by assessment of external sources and is for \$607,000. There are just a few final editions that need to happen to the document, but it is recommended to the Board of Commissioners to authorize Administration to execute the agreement and purchase the space. Commissioner Murphy moved to approve the authorization for administration to execute the Purchase and Sale Agreement and Commissioner O'Keefe seconded the motion. The motion passed unanimously.

D. Lease Agreement

Scott Adams explained that the lease agreement for the Orthopaedic Center of Excellence is between the entire group, not just Dr. Tingstad. This agreement would be allowing Inland Orthopaedics to lease the space from Pullman Regional Hospital. Mr. Adams reviewed the agreement and highlighted changes that are still in the works. Due to the amount of changes still needed to this document, motion was deferred to the Board of Commissioner's meeting in April when the document will be more finalized.

VIII. ANNOUNCEMENTS

- A. Next Era of Excellence Community Presentations, March 13th at 5:30p
- B. April Special Election, April 23rd
- C. CEO and Trustee Patient Safety Summit, April 29th or 30th
- D. Hospital Week, May 6th – 10th
- E. WSHA 2019 Rural Hospital Leadership Conference, June 23rd – 26th in Chelan, WA

Additionally, the Board discussed their regularly scheduled July Board meeting. With the holiday being the day after, the Commissioners discussed their availability on Wednesday, July 3rd. The Board agreed to keep their regularly schedule date and time as there were no conflicts.

Commissioner O'Keefe mentioned governance training opportunities through the Washington State Hospital Association. She informed the group that these are webinars and are available online. If you are unable to attend the live webinar, they also offer recordings of the trainings after. These sessions are usually only an hour and are a good educational opportunity for Board members.

IX. EXECUTIVE SESSION

At 7:55 P.M. the President announced that the meeting would go into Executive Session 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 and to consult with legal counsel. At 8:05 P.M. the President announced that the Executive Session would continue for another 2 minutes to discuss the same topics.

X. OPEN SESSION

The meeting resumed in Open Session at 8:07 P.M. there was discussion concerning recertification of physicians seeking reappointment to the Medical staff, whether or not the recertification was necessary. It was determined that this was a topic for the Medical Staff to review and discuss. Commissioner Murphy moved that the Credentials Report be approved, that the applications for reappointment to the Affiliate Medical Staff, the Active Medical Staff, the Associate Medical Staff, and the consulting Medical Staff be granted with the privileges requested granted, that the initial applications for appointment of Muhammad Farooq, MD, and Tarvinder P.

Singh, MD as Telestroke Providers be granted with privileges requested granted, that the applications for reappointment as Telepsych Providers by Iris Fadlon, MD, and Rhonda Lampen, MD, be approved and the privileges requested granted, that request by Geoffrey Stiller, MD, for privileges for Gender Confirmation Surgeries be granted, and the resignations of Sue Hoffman, CRNA, Robert H. Gersh, MD, and Usama Sabzwani, MD, be approved as requested. Commissioner O'Keefe seconded the motion. The motion passed unanimously.

XI. MEETNG EVALUATION

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

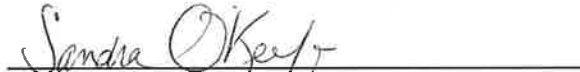
XII. ADJOURNMENT

The meeting adjourned at 8:09 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.)