

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

Pullman Regional Hospital

Wednesday, August 7, 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, via telephone
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
E-Rueben Mayes, CDO
P-Isaac Grindeland, M.D., Medical Staff President
E-Erin Sedam, Executive Administrative Assistant
P-Carly Estey, Administrative Assistant
P-Kelly Brown, Legal Counsel

Guests:

P-Kyrk Taylor, Human Resources Pullman Regional Hospital
P-Andrew Craigie, Executive Director PRHCN
P-Karly Port, Director of Operations PRHCN
P-Max McDaniel, Undergraduate Student

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, Werre, Karpman and Murphy. Commissioner O'Keefe answered present via conference telephone.

President Grantham introduced the guests present.

II. APPROVAL OF MINUTES

Vice President Elbracht moved to approve the minutes as corrected for the meeting of July 3, 2019, Regular Meeting of the Board. Commissioner Murphy seconded the motion and the motion passed unanimously.

III. MODIFICATIONS TO AGENDA

There were no modifications to the agenda.

IV. CONSENT AGENDA

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

- Medical Executive Committee
- Finance Committee
- Governance Committee
- Approval of Warrants

V. BOARD EDUCATION

A. Discussion of 2018 Whitman County Health Needs Assessment

Scott Adams highlighted the following sections in the assessment: dental, Medicare Advantage, postponing of dental and medical care due to hardship situations, and people's inability to see a provider. It was also stated that this assessment will be done in the county every 3 years. Mr. Adams provided a brief update on the Strengthening Families program that is being overseen by the Whitman County Health Network. He informed

the group that a coordinator for the program had been hired and she will be working under Elizabeth Hillman in Care Coordination at 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. There was continued conversation around the Rural Health Initiative, what the patient consults look like. Additionally, there was a discussion focused around a grant that will be provided for palliative care that focuses on training for providers within the network and the hospital for motivational interviewing, trauma informed practice, and how we can best meet the needs of patients.

Lastly, Mr. Adams provided the results of the DNV survey that was conducted during the week of August 5, 2019. He stated that although there were a few new findings they also accepted all corrective actions for previous findings.

VII. ACTION / DISCUSSION ITEMS

A. Quarterly Financial Update

Steve Febus reviewed with the Board of Commissioners the 2nd Quarter Financial Report. Mr. Febus informed the Board that Mary Taggart, Director of Patient Financial Services at Pullman Regional Hospital is now also overseeing Patient Financial Services for the Clinic Network. He concluded by explaining that surgery was up 13% in billable minutes from last year although they are down in cases. Mr. Febus is hopeful to end the year on budget.

B. Resolution – Board Bylaws

President Grantham presented the resolution for Board terms for liaisons and regular committees. Vice President Elbracht read the resolution of the Board of Commissioners of Public Hospital District No.1-A of Whitman County, Washington, amending and restating the Bylaws of the Board of Commissioners of Public Hospital District No.1-A of Whitman County, Washington. Commissioner Murphy moved to approve the Resolution Amending and Restating the Bylaws of the Board of Commissioners and Commissioner Werre seconded the motion. The motion passed unanimously.

C. CEO Evaluation

Commissioner Karpman informed the Board that the Governance Committee had completed the CEO Evaluation.

D. Board Education – AHA Rural Leadership Conference

Scott Adams explained to the Board that the Governance Committee had decided that an area they wanted to focus more attention on was Board education and that it had been a few years since any members of the Board had attended the AHA Rural Leadership Conference. The Board was in agreeance that they should consider attending this conference in 2020. They recognized that they would then need to consider a change for the February regular Board meeting.

There was further discussion about the accreditation of Board members. There was a motion by Commissioner Pitzer that as many members as willing of the Board would complete their certification by the end of 2019. Commissioner O’Keefe seconded the motion. The motion passed unanimously.

E. Fair Market Valuation Report

Scott Adams provided a recommendation to the Board of accepting the report. There being no concerns or questions Vice President Elbracht moved to approve the Fair Market Valuation Report and Commissioner Murphy seconded the motion. The motion passed unanimously.

VIII. ANNOUNCEMENTS

A. Health Innovation Summit, September 17th, 2019, SEL Event Center

IX. EXECUTIVE SESSION

At 6:55 p.m. President Grantham 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, consult with legal counsel and consider and evaluate the performance of a public employee.

X. OPEN SESSION

The meeting resumed in Open Session at 7:05 p.m. Commissioner Pitzer moved that the Credentials Report be approved and the applications for reappointment to the Active Medical Staff, the Associate Medical Staff all be approved and the privileges requested granted, and that request for Extensions from Kyle Hazelwood, M.D., Aurora Horstkamp, M.D., and Leslie Robison, PhD be granted. Commissioner Murphy seconded the motion. The motion passed unanimously.

The Resolution #561 dealing with the compensation for Mr. Adams was discussed. The resolution states it is a resolution of the Board of Commissioners of Public Hospital District No. 1-A of Whitman County, Washington, fixing the annual salary of the Administrator (Superintendent). Commissioner Murphy moved to adopt Resolution #561 setting the compensation for Mr. Adams at \$337,521.00 with the benefits as described in the Employment Contract dated February 2014, effective August 17, 2019, with a 1% increase to \$340,891.20 beginning October 12, 2019. Commissioner Pitzer seconded the motion. The motion passed unanimously.

XI. MEETING EVALUATION

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

XII. ADJOURNMENT

The meeting adjourned at 7:09 p.m.

Respectfully submitted by:



Carly Estey
Administrative Assistant



Sandra O'Keefe, Secretary
Board of Commissioners
(Minutes are not officially approved until the next Board Meeting.)