

REGULAR MEETING
BOARD OF COMMISSIONERS
Public Hospital District No. 1-A of Whitman County, Washington
d/b/a
Pullman Regional Hospital
Wednesday, June 03, 2020, 6:00 p.m.
Virtual Participation via ZOOM Conferencing

Board of Commissioners

P-Jeff Elbracht, President
P-Tricia Grantham, 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
E-Dr. Gerald Early, CMIO
P-Rueben Mayes, CDO
P-Karly Port, Executive Director PRHCN
P-Katie Hryniewicz, M.D., Medical Staff President
P-Erin Sedam, Executive Administrative Assistant
P-Kelly Brown, Legal Counsel

Guests:

Ed Harrich, Director of Surgery
Dana Srikanth, Director of Same Day Surgery
Kyrk Taylor, Human Resources PRH
Judy Stone, League of Women Voters
Loren Negron, Daily Evergreen
Anthony Kuipers, Moscow Pullman Daily News
Pullman Radio
Hailey Lewis
Other attendees (1)

I. CALL TO ORDER

President Elbracht called the meeting to order at 6:00 p.m. Roll call was taken with the following Commissioners answering present: Elbracht, Grantham, O'Keefe, Pitzer, Murphy, Werre, and Karpman.

II. APPROVAL OF MINUTES

Commissioner Karpman moved to approve the minutes for the regular meeting of May 6, 2020. Commissioner Werre seconded the motion and the motion passed unanimously.

III. MODIFICATIONS TO AGENDA

Scott Adams requested an action item be added to the financial update agenda topic. The audited financial need to be recommended for acceptance.

IV. CONSENT AGENDA

Commissioner O'Keefe moved to approve the Consent Agenda and Commissioner Murphy seconded the motion. The following committee reports were approved unanimously:

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

V. BOARD EDUCATION

Ed Harrich, Director of Surgical Services, and Dana Srikanth, Director of Same Day Services gave a presentation to the Commissioners around the Hospital's surgery status and plans. Mr. Harrich explained that they are slowly seeing an increase in cases, but have the understanding that some patients are nervous about returning to the operating room. He explained that it is completely safe to have an operation and is encouraging those needing surgical services to not delay their care. Ms. Srikanth also explained the pre-operation COVID-19 testing process that has been initiated to insure safety for patients and staff.

VI. ADMINISTRATIVE UPDATE

Scott Adams asked if there were any questions regarding the written update. Karly Port provided more clarification around efforts related to addressing behavioral health patients. Mr. Adams addressed that there are plans developing possibilities for a Health Innovation Summit this fall and participation will likely be virtual. The event will most likely highlight innovation efforts in responding to the pandemic. Some questions and conversation were had about the student population health and how the Hospital plans to partner with Washington State University.

VI. ACTION / DISCUSSION ITEMS

A. Annual Performance Improvement Report

Jeannie Eylar provided a high-level overview of the 2019 Annual Performance Improvement Report. Areas that she specifically highlighted included; environment safety, care coordination and quality of life team, and patient safety, specifically related to medication administration practices. She also reviewed staff vaccination efforts, patient satisfaction scores, and work done in the Clinic Network and the Center for Learning and Innovation. Commissioner O'Keefe moved to accept the Annual Performance Improvement Report. Commissioner Karpman seconded the motion and the motion passed unanimously.

B. Financial Update

Steve Febus provided a financial overview for the Commissioners. He explained the "lost revenue" variances between what the hospital expected to be at, the COVID-19 projections, and what the actual numbers were. Additionally, he explained that the payroll reductions met the goal of \$1M.

Steve Febus presented the audit results from the DZA financial auditors. He highlighted that they had no opinion and the results were clean. Mr. Febus recommended the Commissioners accept this report. Commissioner Werre moved to approve the audited financial report for 2019. Commissioner O'Keefe seconded the motion and the motion passed unanimously.

C. Foundation Update

Rueben Mayes provider the Commissioners with a quarterly update from the Foundation. He reviewed the Key Fundraising Indicators dashboard which highlights year to date data for the Foundation's targeted goals. Additionally, he reviewed the fundraising efforts of the COVID-19 Fund, Next Era of Excellence, Regional High School Athletic Training Program, and the Golf Tournament. Lastly, he previewed the plans for the remainder of the year.

D. Amended and Restated Bylaws

Kelly Brown presented revised bylaws that amend restrictions around remote participation. This revision is in response to Government restrictions and safety concerns of conducting in person meetings amidst COVID-19. President Elbracht read the resolution 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 amended bylaws and Commissioner Pitzer seconded the motion. The motion passed unanimously.

E. Organization Transparency Policy

Jeannie Eylar presented a revised policy for Organization Transparency to include a slight language change as recommended by the Governance Committee. Commissioner O'Keefe moved to approve the revised policy and Commissioner Karpman seconded the motion. The motion passed unanimously.

F. District Boundaries Recommendation

Scott Adams reported that a common feedback received during the last two elections from the Pullman community is expanding the taxing boundaries to include a larger district. He recommended the Board of Commissioners develop a process to reach conclusion regarding the expansion of Hospital District boundaries that includes public input, a review of the legal description of the proposed annexation, the development of proposed resolutions, the conducting of public hearing, and considering the possibility of having a ballot issue on the November 2021 General Election. Also, that this process be initiated to be able to reach a conclusion in early 2021. Vice President Grantham moved to approve this process. Commissioner O'Keefe seconded the motion and the motion passed unanimously.

VII. ANNOUNCEMENTS

A. Foundation Golf Tournament, July 25th. Rueben Mayes also added that they are still looking for more volunteers to help with the event.

VIII. EXECUTIVE SESSION

At 7:45 P.M. the President announced that the meeting would go into Executive Session for 15 minutes to discuss the granting, denial, revocation, restriction, 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 8:00 P.M. the President announced that the Executive Session would continue for another 5 minutes to discuss the same topics.

IX. OPEN SESSION

The meeting resumed in Open Session at 8:05 P.M. The Credentialing Report was reviewed and Commissioner O'Keefe moved that the Credentials Report be approved, that the applications for reappointment to the Active Medical Staff be approved with the privileges requested granted, the initial applications for the Telestroke Providers and the application for reappointment for the Telestroke Provider be approved, that all the extensions be approved, and the resignation of Brenda Bye, DO, be accepted. Commissioner Murphy seconded the motion. The motion passed unanimously.

VIII. MEETING EVALUATION

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

IX. ADJOURNMENT

The meeting adjourned at 8:08 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.)

VOTING CHART

MOTION	<i>Meeting minutes - May 6, 2020</i>		
	Aye	No	Abstain
Name			
Werre	✓		
Murphy	✓		
Pitzer	✓		
Grantham	✓		
Karpman	✓		
O'Keefe	✓		
Elbracht	✓		

VOTING CHART

MOTION	Consent Agenda		
	Aye	No	Abstain
Name			
Werre	✓		
Murphy	✓		
Pitzer	✓		
Grantham	✓		
Karpman	✓		
O'Keefe	✓		
Elbracht	✓		

VOTING CHART

MOTION	Annual Performance Improvement Report		
	Aye	No	Abstain
Name	✓		
Werre	✓		
Murphy	✓		
Pitzer	✓		
Grantham	✓		
Karpman	✓		
O'Keefe	✓		
Elbracht	✓		

6/3/2020

VOTING CHART

MOTION	2019 Audited Financial Report		
	Aye	No	Abstain
Name			
Werre	✓		
Murphy	✓		
Pitzer	✓		
Grantham	✓		
Karpman	✓		
O'Keefe	✓		
Elbracht	✓		

6/3/2020

VOTING CHART

MOTION	Resolution #571		
	Aye	No	Abstain
Name			
Werre	✓		
Murphy	✓		
Pitzer	✓		
Grantham	✓		
Karpman	✓		
O'Keefe	✓		
Elbracht	✓		

VOTING CHART

MOTION	<i>Policy</i>		
	Aye	No	Abstain
Name			
Werre	✓		
Murphy	✓		
Pitzer	✓		
Grantham	✓		
Karpman	✓		
O'Keefe	✓		
Elbracht	✓		

VOTING CHART

MOTION	<i>Credentials -</i>		
	Aye	No	Abstain
Name			
Werre	✓		
Murphy	✓		
Pitzer	✓		
Grantham	✓		
Karpman	✓		
O'Keefe	✓		
Elbracht	✓		