

**BOARD OF COMMISSIONERS  
PUBLIC HOSPITAL DISTRICT NO. 1 OF PEND OREILLE COUNTY**

**July 25, 2024**

In Attendance: Commissioners: Lois Robertson, Susan Johnson, Melanie Kiss, Becky Walrath, Lynnette Elswick; Executive Officers: Kim Manus, Joseph Clouse, Jenny Smith, Benjamin Schultze; Others: RaeLynn Wellman, Chris Emond, Theresa Johnson, Dalene Zieske, Jenny Cooper, Michelle Knight, Rhi Drake, Jennifer Romero, Mamie Mitchell, Sara Glazier, Lori Diaz, Vicki Beck, Glenn Talmage, Sonya Scaufaire, Jenae Ball, Rachelle McFetridge

CALL TO ORDER:

Chairperson Robertson called the meeting to order at 10:00 a.m.

READING OF LEGAL NOTICE:

The regular meeting legal notice was distributed as required.

APPROVAL OF AGENDA / CONSENT ITEMS:

The Meeting Agenda, Auditors Reports and Uncompensated Report (Consent Packet) were approved via motion made, seconded, and passed unanimously.

Bad Debt/Charity: July 2024, inclusive District Write-off: \$ 296,766.94

APPROVAL OF PREVIOUS MEETING MINUTES,

May 23, minutes were approved via a motion made, seconded, and unanimously approved.

BUSINESS FROM THE AUDIENCE:

Joseph Clouse, Chief Administrative Officer reviewed the Administrative Services Report. He highlighted a couple of key points; the cost of benefits has doubled since 2017; the PBX operators answer 400+ calls a day. Joseph recognized Brian Burkhead for the tremendous effort he put into quickly developing the new department. Lynnette Elswick, Vice-Chair shared that the entrance looks great! Joseph gave credit to groundskeeper Tommy; said he goes above and beyond.

Jenny Cooper, Director of Residential Care provided an update on residential care services since she was appointed interim director at the beginning of the year. She explained there has been a lot of restructuring taking place, they did not renew nurse agency contracts. Joseph explained the changes Jenny and team have put in has reduced overtime, from \$11,000 per pay period to \$2,000 per pay period. Evaluation of food cost has been completed to align with budget considerations, regulatory standards, and resident needs. They are working as a team to reduce falls and ensure that people are receiving the right level of care and in the right facility. There has been a focus on changing the mindset of staff and community that RMVAC is not a nursing home setting. Jenny expressed her appreciation for Joseph, stating he has done a fabulous job supporting her. She shared that Merry-Ann has guided her very well, and we are lucky she's here.

COMMITTEE REPORTS:

Chief Of Medical Staff: Dr. Lewis was not present.

Finance: Kim Manus, CFO shared the 2024/2025 insurance renewal information for the board to review on their own. She summarized the information stating to expect premium increases for medical

malpractice and directors and officers employment practices liability. The current property insurer QBE will no longer be doing business in the US, the insurance group is trying to find a new insurer. Should expect a large increase in premiums.

Kim shared that MRI will be onsite four days a week starting 8/5 from 7-5. Initially they will provide a tech, while the District looks for their own. The new radiology manager Jennifer Means started, she is working with Benjamin to reduce call hours and shore up the team. Kim shared information on the Safety Net program.

Chris Emond, Controller reviewed the financial packet. He advised the District has implemented preservice collection, this is going very well. Cash on hand is 106 days. June experienced a loss of \$115k; year-to-date, but the District is showing profit of \$934k YTD.

Quality/Performance Improvement - Rhi reviewed the quality report and called out two metrics that remain TBD on the dashboard: Sepsis bundles and blood culture contamination rates. This is due to reporting issues within Epic. Hopeful to have it updated by August. She also reviewed areas that are not meeting targets with restraint documentation by providers and that our length of stay has been consistently greater than 96 hours which if sustained for too much more of 2024 may cause issues with our critical access hospital status. She noted that she had discussed that potential with CFO, and it has many downstream effects that the group may not be aware of. There were no questions or comments from the board members about either of these issues.

Rhi also reviewed performance improvement a bit more in depth. She noted that the following departments have completed their projects already and will be presenting them to the Quality Council in the next few months: Referrals, Foundation, Security, OB and Surgery.

Rhi provided kudos to pharmacy, informatics, nursing leadership, facilities, OB, ED and Infection Prevention on their hard work to earn us the Rural Quality Excellence Award from WSHA. The hospitals receiving the award worked on quality improvement and submitted data on up to 14 quality improvement measures, including sepsis, workplace violence, diagnostic excellence and health disparities.

Rhi gave an overview of the progress that has been made across the district in the last year or so: Days to close safety events is down from an average of 40 days to close at the end of 2022 to 7 days or less sustained for the last 12 months.

Almost a 60% reduction in falls across the district from the beginning of 2023 to the beginning of 2024. In the beginning we saw falls within the hospital happen every 45-90 days.

The ED went over 400 days without a fall (2023-2024) This has never been achieved before.

American Heart Association - Rural Stroke Award – Bronze (2023) – 2024 we have been named as an awardee, but we are still awaiting the information as to level. – Kudos to the ED and ACU teams for the stroke care they are providing.

Many departments started with a baseline likelihood to recommend below 50%.

5 departments saw an average of 19% increase in likelihood to recommend scores, roughly averaged a 10% increase across the district in 2023.

It was also noted that we are working with the new vendor NRC to get up and running. There have been some IT delays in processing files. Surveys are ready to go and NRC will be able to sample for most of July once we are up and running. Managers will receive training once we have our own data to review.

KUDOS: Jenny reviewed the kudos from the community. She handed out a last-minute kudos that came in after the packet was assembled. This kudos was a shoutout to the ED, Radiology, and Admitting for excellent care. This individual was so pleased with the care they received they wrote a check to the Foundation in the amount of \$10,000.

CEO Report – Joseph shared Merry-Ann’s report on her behalf. The District has appreciated staff with Italian soda day in June, in July everyone was given a keychain with “thank you” messages. Ben is looking to hire a Director of Hospital Nursing, and he has been meeting with clinical staff. The meetings are going well. Kim explained the Noridian MSP audit. They pulled 25 random accounts, and certified 100% without errors. She also shared that the District has signed an agreement with the TRC for-profit arm, the Rural Health Enterprise (RHE). Essentially allows nonpublic hospital districts to utilize TRC benefits. They are moving all contracts under the RHE umbrella. Joseph shared that Paycom has filed the correction for the IRS issue they had incorrectly filed. The new sterilizer (instrument washer) project is complete and favorable reports are coming from Surgery.

BOARD REQUEST: Vice Chair Lynnette Elswick requested OPMA education offered by the attorney in reference to laws and regulations. She suggested they schedule it for an upcoming Board retreat.

ACTION ITEMS:

It was decided to hold off on resolution 2024-03 leasing a portion of parking Lot B to EVCS for EV charging stations. This will be reevaluated after the completion of the architecture review.

EXECUTIVE SESSION

As permitted by RCW 42.30.110(1) (F), the meeting was moved to the Executive Session at 11:34 am for approximately one and a half hours to receive and evaluate complaints or charges brought against a public officer or employee.

RETURN TO OPEN SESSION

The Commission returned to Open Session at approximately 12:58 pm.

NEXT MEETING DATE

The next meeting will be on August 22, 2024.

Per the recommendation of the Medical Staff Executive Committee, the Board of Commissioners approved the following privileges by motion made, seconded, and passed unanimously:

Provisional - NHHS

- Lembi J. Che, ARNP – 06.27.2024 – 06.27.2025
- Benjamin S. Schultze, ARNP – 06.27.2024 – 06.27.2025
- Alicia D. Schultz, CRNA – 07.25.2024 – 07.25.2025

Provisional Appointment – Off-Site Diagnostic Radiology - Inland Imaging

- Wilson E. Bowlby, MD – 05.23.2024 – 05.23.2025
- Will R. Fletcher, MD – 05.23.2024 – 05.23.2025
- Dallin J. Johansen, DO - 05.23.2024 – 05.23.2025
- Matthew L. Stegman, MD – 07.25.2024 – 07.25.2025

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Provisional Appointment – On-Site Diagnostic Radiology - Inland Imaging  
Michelle G. Tran, DO – 07.25.2024 – 07.25.2025

Provisional to Full Status – On-Site Diagnostic Radiology - Inland Imaging  
Chen Yin, MD – 06.22.2024 – 06.22.2026

Courtesy Reappointment – Off-Site Diagnostic Radiology - Inland Imaging  
05.24.2024 – 05.24.2026

Richard S. Brunkan, MD	Joshua D. Garcia, MD	Scott B. Hoefer, MD
Christopher S. Krejci, MD	Terri H. Lewis, MD	Jeffrey S. Nackos, MD
Mai R. Russell, MD	Cameron J. Seibold, MD	

07.25.2024 – 07.25.2026

Bruce, Marc B., MD	Chun, Terry, MD	Davis, Patrick E., MD
Gillham, Seth B., MD	Graham, Eric W., MD	Holt, David W., MD
Lee, Michael J., MD		

Provisional to Full Status – Off-Site Diagnostic Radiology - Inland Imaging  
05.25.2024 – 05.25.2026

George W. Keng, MD

06.22.2024 – 06.22.2026

Paul C. Anderson, MD	Michael T. Bayona, MD	Nathan S. Doyle, MD
Cory A. Rasmussen, MD	Robert M. Townsend, DO	

Provisional Appointment – Off-Site Teleneurology - Providence

Vishal B. Jani, MD – 07.25.2024 – 07.25.2025  
Lien B. Nguyen, DO – 07.25.2024 – 07.25.2025  
Meghan C. Romba, MD – 07.25.2024 – 07.25.2025

Courtesy Reappointment – Off-Site Teleneurology – Providence

Kinjal A. Desai, MD – 08.26.2024 – 08.26.2026  
Hanbing Wang, MD – 08.26.2024 – 08.26.2026  
Pawani Sachar, MD – 09.24.2024 – 09.24.2026

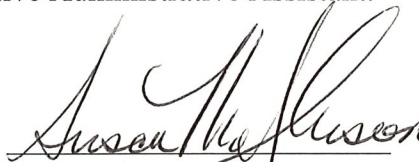
ADJOURNMENT

There being no further business, the meeting was adjourned at approximately 12:58 pm.

Minutes recorded by RaeLynn Wellman, Executive Administrative Assistant.



Lois Robertson, President  
Board of Commissioners



Susan Johnson, Secretary  
Board of Commissioners