

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

August 22, 2024

In Attendance: Commissioners: Susan Johnson, Melanie Kiss, Becky Walrath, Lynnette Elswick;
Executive Officers: Kim Manus, Joseph Clouse, Jenny Smith, Benjamin Schultze; Others: RaeLynn
Wellman, Chris Emond, Michelle Knight, Lori Diaz, Lori Stratton, Tina Batsch, Sara Glazier, Theresa
Johnson, Cori Farrar, Jennifer Romero, Glenn Talmage, Lindsey Olstad, Vicki Beck, Trina Gleese,
Annie Suchocki, Becky Dana, Deanna Watson, Daniel Eldred, Jessica Walker, Tanya Furman

CALL TO ORDER:

Vice-Chairperson Elswick 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: August 2024, inclusive District Write-off: \$ 229,193.68

APPROVAL OF PREVIOUS MEETING MINUTES,

July 25th, minutes were approved via a motion made, seconded, and unanimously approved.

August 7th, minutes were approved via a motion made, seconded, and unanimously approved.

August 15th, minutes were approved via a motion made, seconded, and unanimously approved.

BUSINESS FROM THE AUDIENCE:

COMMITTEE REPORTS:

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

Finance: Kim Manus, CFO announced a revenue cycle director has been hired and will start on Aug. 30th.
She brings a lot of experience and is excited to get started. Kim advised Jennifer Means, the radiology
manager, shared that MRI is doing well. It has been busy, there have been some staffing hiccups that are
being worked through. She believes MRI could run 6 days a week. Jennifer has been a great help in
notifying clinics that MRI is available.

Chris Emond, Controller advised financials are sitting positive for the month. The number of days of cash
on hand increased to 107.5. Progress has been made with overtime reduction. July was showing double
entry of PTO expense, due to manual entry and auto entry from UKG. Paycom required manual entry of
PTO whereas UKG does not. YTD budget \$142k loss, sitting at \$1.2M positive.

Chris shared the 4DX goal for business office to increase clean paid claims from 14% to 54% (national
median), currently at almost 40%. Preservice collection was .1%, it has been over 25% in the last 3
months. The clinic is collecting 100%, now working on rehab and radiology.

There is a new public works regulation all public works must be registered through MRSC. Using an electronic system for tracking, sending bids and receiving vendor responses. Kim shared that Jane has been to several classes and is a godsend!

Quality/Performance Improvement - Rhi advised the August quality meeting was postponed due to the DNV survey. There were 34 events reported in July.

Administrative Services Report: Joseph reviews the report, answering questions throughout. He highlighted the District is using less agency staff. Milliman's report is coming in at 6%. HR Generalist Pamela starts at the end of the month, Lisa Fisher is retiring. Joseph shared how proud and happy he is that Aron Hutchison has been hired back in facilities. The annex is painted, lighting fixtures have been fixed, he's working with the city on parking lot lights. Striping the parking lot was quoted at \$40k, Aron advised we have the equipment to do it internally.

KUDOS: Jenny shared there was a lot of positive feedback from the fair.

Clinical Services Report: Ben shared that lab had a record number of draws. Express Care hours will slowly be increasing. There have been 43 births year to date.

CEO Report – Merry-Ann shared that she has accepted a new job. She thanked the board. She mentioned she is proud of the work that has been done. The strategic plan still has goals to meet.

Discussion: Lynnette advised the board will be naming Kim Manus as interim CEO, effective date will be Monday the 26th. Merry-Ann will stay on as an advisor through September 15th. The board wishes Merry-Ann well and thanked her for her service.

ACTION ITEMS:

Resolution 2024.03 approving the lease of a portion of the parking lot to EVCS for EV Charging stations motion made, seconded, and unanimously approved.

Motion to authorize District to engage architects and engineers to establish preliminary costs for immediate need/mitigate risk projects motion made, seconded, and unanimously approved.

Motion to approved resolution 2024.04 updating the authorized bank signatories to remove Merry-Ann Keane and add Jenny Smith, motion made, seconded, and unanimously approved.

Motion to approve resolution 2024.05 designating Joseph Clouse as Deputy District Auditor, repealing resolution 2022.13 designating Merry-Ann Keane as Deputy District Auditor.

Motion to approve resolution 2024.06 appointing Kim Manus as Interim CEO motion made, seconded, and unanimously approved.

EXECUTIVE SESSION

As permitted by RCW 42.30.110(1) (G), the meeting was moved to the Executive Session at 11:09 am for approximately a half hour to evaluate the qualifications for a public employee.

RETURN TO OPEN SESSION

The Commission returned to Open Session at approximately 11:40 to extend executive session for an additional fifteen minutes. The Commission returned to Open Session at 11:55 am.

NEXT MEETING DATE

The next meeting will be on September 26, 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

Travis Newby, DO – ER – 08.22.2024 to 08.22.2025

Resident Rotation - NHHS

Alexandra Smith, MD – September 2024

Re-Appointment – NHHS

Craig Burns, MD – 08.26.2024 to 08.26.2026

Provisional – Off-Site Diagnostic Radiology - Inland Imaging

Sarah L. Freathy, MD – 08.22.2024 to 08.22.2025

Courtesy Reappointment – Off-Site Diagnostic Radiology - Inland Imaging

Patrick R. Cox, MD – 09.23.2024 to 09.23.2026

Oksana Prychyna, MD – 09.24.2024 to 09.24.2026

Courtesy Reappointment – On-Site Diagnostic Radiology - Inland Imaging

09.24.2024 – 09.24.2026

Charles M. Alder, MD

Paige C. Flett, MD

09.27.2024 – 09.27.2026

Gregory J. Balmforth, MD

John W. Bell, MD

David E. Holznagel, MD

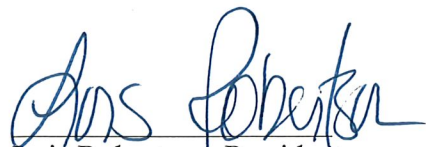
Provisional Appointment – Off-Site Teleneurology - Providence

Binod Wagle, MD – 08.22.2024 to 08.22.2025

ADJOURNMENT

There being no further business, the meeting was adjourned at approximately 11:55 am.

Minutes recorded by RaeLynn Wellman, Executive Administrative Assistant.



Lois Robertson, President
Board of Commissioners



Susan Johnson, Secretary
Board of Commissioners