

BOARD OF COMMISSIONERS

PUBLIC HOSPITAL DISTRICT NO. 1 OF PEND OREILLE COUNTY

July 24, 2025

In Attendance: Commissioners: Lois Robertson, Susan Johnson, Melanie Kiss, Becky Walrath, Lynnette Elswick; Executive Officers: Kim Manus, Joseph Clouse, Justin Peters, Jenny Smith Others: RaeLynn Wellman, Jane Tilley, Tina Batsch, Tonia Wells, Cassie Wise, Trina Gleese, Rachel Davis, Michael Hamilton, Daniel Eldred, Don Ginning, Shar Sheaffer

CALL TO ORDER:

Chairperson Elswick called the meeting to order at 8:30 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: June, inclusive District Write-off: \$ 143,173.90

Bad Debt/Charity: July, inclusive District Write-off: \$ 191,650.62

APPROVAL OF PREVIOUS MEETING MINUTES,

May 22nd, minutes were approved via a motion made, seconded, and unanimously approved.

June 12th, special meeting minutes were approved via a motion made, seconded, and unanimously approved.

July 3rd, special meeting minutes were approved via a motion made, seconded, and unanimously approved.

BUSINESS FROM THE AUDIENCE:

Shar Sheaffer with DZA reviewed the 2024 accounting audit. Shar provided feedback on the various financial indicators provided to compare our organization to other similar hospital systems. Most indicators were positive. She specifically noted the days cash on hand at 122 puts the hospital in a healthy position. She also noted the financial statements contained a restatement of prior years' financials due to a GASB change in how to report the liability affiliated with employee sick banks. The change did not have a significant impact on current year's financials; however, it did result in added expense to record the change in accounting standards in the 2023 fiscal year.

COMMITTEE REPORTS:

Finance: Justin Peters, CFO advised the District financial status is at \$75,643 YTD. The number of full-time employees continues to increase sitting at 339. He shared while overtime has been a focus for the District, we are at 1.8% YTD, noting that the standard is less than 2%. He reviewed the financial effectiveness plan goals: enhance cost control and financial management, diversifying revenue streams, and enhancing community partnerships. He shared that SLT met with leadership at NEW Health. This meeting provided the opportunity to improve our partnership and increase communication for patient referrals.

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Revenue Cycle Report: Cassie Wise reviewed the Revenue Cycle Report. June marked a record in revenue at \$7.3M; July is trending at \$7.2M. June saw an increase in AR days at 51.2, July at 49.2. The increase is due to unexpected absences with staff and delayed insurance authorizations. There has been an increase in self-pay patients the team is reaching out within 48 hours to expedite resolution. Over the next couple of months aged AR will be written off.

Quality & Compliance: Rhi Drake reviewed the quality report, noting there are no significant trends.

Strategy, IT, Marketing, & Foundation: Jenny Smith shared the results from the childcare needs survey noting there were 176 responses. She highlighted grant awards received during the current year have included the Distressed Hospital grant in the amount of \$57,120; Rural OB Training Grant awarded \$5,000; AWPHD Strategic planning \$10,000 to assist with market research and Master Facilities Planning Expenses.

A banner for the MRI trailer has been ordered, once it is received and installed a digital campaign will be released. The Foundation Board is meeting on Aug 20th for Strategic Planning Session.

Administrative Services Report: Joseph Clouse reviewed the administrative services report. He explained that the employee survey will roll out in August, expecting to have results to report in September. He touched on succession planning that was discussed in Chelan – noting he has started the process and will share in the next few weeks.

Clinical Services Report: Tina Batsch reviewed the clinical services report. Highlighting MRI will be running 4-10's. Echo is moving along.

CEO Report – Kim Manus discussed the CEO report. Jenny Smith contacted Senator Shelly Short to request assistance with meeting our organizational goal to establish if our existing assisted living facility would qualify for transition to a Specialized Dementia Care unit. DOH did a virtual walkthrough this week and their report has not been received yet.

Dr. Shenoy will be switching to full-time effective January 2026.

Master Facility Plan third workshop has been cancelled until the August 14th meeting to allow time to receive and review data from Jody Corona. Space is being evaluated outside of the lab to add a wall creating space for a waiting room.

She shared the District was the recipient of the Critical Access Hospital Achievement of Quality Excellence from WSHA for its quality work. Earning a gold award distinction. The District was also received recognition from the American Heart Association.

Kim advised in a meeting with Fire Dist. 2 they expressed interest in moving their lease from the current building to the old administration house. This would potentially provide up to 300 more square feet. The Board agreed they are open to the move as long as the Fire District understands the risk of being displaced should the District decide to tear down the house. After further discussion the Board asked Kim to confirm the square footage, check with insurance and discuss parking with Fire District. Kim indicated she would check back with the board once she has gathered additional information.

Kim shared information regarding the recent Newport Miner article from Baumgartner about the One Big Beautiful Bill Act – she shared there was some inaccurate information contained in the article and she

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will be working on compiling a communication to share with Baumgartner's office to provide education on how the changes will directly impact the financial stability of rural hospitals

ACTION ITEMS:

Motion to approve the 2025 Infection Prevention Plan was made, seconded, and unanimously approved.
 Motion to approve the capital purchase of the GE portable ultrasound machine for the clinic in the amount of \$34,211.88 plus tax and shipping was made, second, and unanimously approved.
 Motion to approve Resolution 2025-11 to surplus the CT phantom head, the pharmacy compounding hood and the PAPR hoods was made, seconded, and unanimously approved.

NEXT MEETING DATE

The next meeting will be on August 28, 2025, at 8:30 am.

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

June 2025

Re-Appointment - Family Practice Shannon Radke, MD - NPI #1992897276-06.24.2025-06.24.2027
 Re-Appointment – Emergency Jonathan Lueders, MD - NPI #136650793-06.24.2025-06.24.2027
 Re-Appointment -Provisional to Courtesy- Teleneuro Meghan Romba, MD - NPI #1215202361-07.25.2025-07.25.2026
 Re-Appointment –Teleneuro Benjamin Atkinson, MD- NPI #1023256237-07.25.2025-07.25.2027
 Re-Appointment-Teleneuro John Zurasky, MD - NPI #1255337572 -07.25.2025-07.25.2027
 Re-Appointment-Teleneuro Archit Bhatt, MD- NPI #1750574547 -07.25.2025-07.25.2027
 Re-Appointment-Teleneuro Sarabjit Atwal, MD - NPI #1881928414-07.25.2025-07.25.2027
 Re-Appointment-Off-Site Radiology Jordan Castle, MD - NPI #1891080156-07.15.2025-07.15.2027
 Re-Appointment-Off-Site Radiology Allison Tillack, MD - NPI #1821417544-07.22.2025-07.22.2027
 Re-Appointment- Provisional to Courtesy On-Site Radiology Michelle Tran, DO - NPI #1992292015 - 07.25.2025-07.25.2026
 Re-Appointment-Teleneuro Muhammad Farooq MD- NPI #15988945156-07.23.2025-07.23.2027
 Re-Appointment- Provisional to Courtesy Teleneuro Lien Nguyen, DO- NPI #1023402914 - 07.25.2025-07.25.2026
 Re-Appointment-Teleneuro Neha Mirchandani, MD - NPI #1801156880-07.23.2025-07.23.2027
 Re-Appointment-Off-Site Radiology Matthew Stegman, MD - NPI #1508363318 - 07.25.2025-07.25.2027
 Re-Appointment-Off-Site Radiology Elizabeth Joiner, MD - NPI #1962821009- 07.22.2025-07.22.2027
 Re-Appointment-Teleneuro James Wang, MD - NPI #1962829093 - 07.15.2025-07.15.2027
 Re-Appointment-Off-Site Radiology Scott Bruschein, MD - NPI #1659799732-07.22.2025-07.22.2027
 Re-Appointment-Off-Site Radiology Philip Smith, MD - NPI #1992116842-07.22.2025-07.22.2027
 Re-Appointment-Teleneuro Vishal Jani, MD - NPI #1134350069 - 07.25.2025-07.25.2027
 Re-Appointment-Off-Site Radiology Douglas Handley, MD - NPI #1831552159- 06.30.2025-06.30.2027
 Re-Appointment-Off-Site Radiology Michael Posch, MD - NPI #1821416439- 07.22.2025-07.22.2027
 Re-Appointment-Teleneuro Amit Kansara, MD - NPI #1104093665- 07.22.2025-07.22.2027

July 2025

Appointment - Provisional-Off-Site Radiology Trevor Miller, MD-07.25.2025-07.25.2026
 Re-Appointment - Active-Emergency Aaron Petersen, MD-07.25.2025-07.25.2027
 Re-Appointment - Provisional to Active-Anesthesia Alicia Schultz, CRNA-07.25.2025-07.25.2026

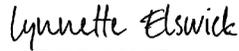
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- Re-Appointment - Off-Site Radiology Sarah Freathy, MD-08.22.2025-08.22.2027
- Re-Appointment - Provisional to Active-Emergency Travis Newby, DO-08.22.2025-08.22.2026
- Re-Appointment-Teleneuro Binod Wagle, MD-08.22.2025-08.22.2027
- Re-Appointment - Behavior Mental Health Madison Stewart, LICSW,SUDP-08.25.2025-08.25.2027
- Re-Appointment – Teleneuro Pratik Bhattacharya, MD-08.26.2025-08.26.2027
- Re-Appointment-Teleneuro Joseph Freeburg, MD-08.26.2025-08.26.2027
- Re-Appointment-Provisional to Curtesy-Teleneuro Mimi Lee, MD-08.26.2025-08.26.2026
- Re-Appointment - Active-Emergency Nathaniel Lilya, DO-08.26.2025-08.26.2027
- Re-Appointment -Teleneuro George Lopez, MD-08.26.2025-08.26.2027
- Re-Appointment -Teleneuro Kyle Ogami, MD-08.26.2025-08.26.2027
- Re-Appointment-Teleneuro Kishan Patel, MD-08.26.2025-08.26.2027
- Re-Appointment - Active-Family Medicine James Vandersloot, DO-08.26.2025-08.26.2027
- Re-Appointment-Off-Site Radiology David Bauer, MD-09.23.2025-09.23.2027
- Re-Appointment-Off-Site Radiology Adam Benson, MD-09.23.2025-09.23.2027
- Re-Appointment-Off-Site Radiology Joes Brake, MD-09.23.2025-09.23.2027
- Re-Appointment-Off-Site Radiology Richard Dahlen, MD-09.23.2025-09.23.2027
- Re-Appointment-Off-Site Radiology Kyle Dale, MD-09.23.2025-09.23.2027
- Re-Appointment-Off-Site Radiology Anthony D’ Amico, MD-09.23.2025-09.23.2027
- Re-Appointment-Off-Site Radiology James Eaton MD-09.23.2025-09.23.2027
- Re-Appointment-Off-Site Radiology Mark Elliot, MD-09.23.2025-09.23.2027
- Re-Appointment-Off-Site Radiology David Keaton, MD-09.23.2025-09.2.2027
- Re-Appointment-Off-Site Radiology Matthew Mesick, MD-09.23.2025-09.23.2027
- Re-Appointment-Off-Site Radiology Jade Regan, DO-09.23.2025-09.23.2027
- Re-Appointment-Off-Site Radiology Jason Vergnani, MD-09.23.2025-09.23.2027
- Re-Appointment-Provisional to Active-Family Medicine Kevin McNamee, MD-09.26.2025-09.26.2026

ADJOURNMENT

There being no further business, the meeting was adjourned at approximately 10:20 am.

Minutes recorded by RaeLynn Wellman, Executive Administrative Assistant.

Signed by:

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 Lynnette Elswick, President
 Board of Commissioners

Signed by:

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 Melanie Kiss, Secretary
 Board of Commissioners