

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

October 23, 2025

In Attendance: Commissioners: Susan Johnson, Melanie Kiss, Becky Walrath, Lynnette Elswick, Lois Silva; Executive Officers: Joseph Clouse, Justin Peters, Jenny Smith, Casey Scott Others: RaeLynn Wellman, Jane Tilley, Tina Batsch, Cassie Wise, Trina Gleese, Rachel Davis, Jennifer Means, Adam Wiltse, Glenn Talmage, Josh Johnson

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 – with the revision of adding executive session to the agenda per RCW 42.30.110 (g) to evaluate the qualifications of an applicant for public employment or to review the performance of a public employee.

Bad Debt/Charity: October, inclusive District Write-off: \$ 203,478.44

APPROVAL OF PREVIOUS MEETING MINUTES,

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

BUSINESS FROM THE AUDIENCE:

COMMITTEE REPORTS:

Finance: Justin Peters, CFO advised the District financial status is at \$235K YTD. He explained that the District updated 17 charges in the charge master to align with industry standards resulting in \$187K. Cash on hand is sitting at 106 days. AR is at 41 days, the team is hoping to clean up the books by 2026. There has been continued growth every month.

Justin shared highlights from quarter 3. The senior financial analyst attended *** training, this will improve access and ability to write reports. Service line growth in respite care, DOT physicals, and added diabetic service line. Operating performance: speech therapy is full time, should see volume double. Swing bed is now available for stroke patients. PT is exploring “fast pass” in Epic, this will help fill cancelled appointment slots.

340B margins continue to remain small, Cori is working diligently to increase these rebates. The current roadblock is the turnaround time on rebates is 3-5 months.

Charity Care continues to increase and will continue to increase with growth. The team is working on separating data for Washington/Idaho.

Dr. Schicker has had a 12% increase in patients from last year.

Budget: The draft budget is finished. Gross revenue expected to increase 9%. Average increase in volumes is expected to be 5%. Expecting increase in bad debt and charity. Salary and wage increase in addition to

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FTE. Supplies are expected to increase by 6% for all healthcare facilities. \$109K increase in insurance. 2026 bottom line \$426K.

Revenue Cycle Report: Cassie Wise reviewed the Revenue Cycle Report, highlighting over the last year there's been a 45% increase in external referrals especially MRI and colonoscopy. AR is down 24%. Cash collection for September \$7.5M; this is \$300K higher than the average of the last six months. \$200K in new charges, \$100K in self-pay. October is trending to hit \$7.6M with \$4.5M in cash collections expected. AR in September closed at 44.1; October is expected to close at 43.

Residential Care – There were 3 discharges and 6 admissions; there are two in queue.

Quality & Compliance: Rhi Drake reviewed the quality report. Patient Experience overall for the District is just under 85% likelihood to recommend.

Strategy, IT, Marketing, & Foundation: Jenny Smith advised she received confirmation for the RHC Greatest Needs Grant; the award amount is \$8,000 to support nurse triage project. Nurses are getting trained from the DOH OB training grant.

Community Engagement – the falls prevention workshop was successful.

The Foundation received \$160K from an estate and is the beneficiary of \$21K in additional funds. The new sounds system purchased by the Foundation is set up in the Ponderosa Room. The Foundation board approved the purchase of echocardiogram machine.

Administrative Services Report: Joseph Clouse reviewed the administrative services report. He advised Facilities is remodeling the Admin house to add another call house on campus. The Employee survey launched Oct. 17th and will be live for a couple of weeks. Joseph gave Kudos to Adam Wiltse for a successful skills fair, he made special note in reference to the passion of the presenters.

Clinical Services Report: Tina Batsch reviewed the clinical services report. Outpatient increased over 200 in the last three months. Labe hit a record month. Speech therapy had 21 visits in September, previous numbers were 5-6. Imaging services are increasing due to improved staffing and maximizing resources. The ECHO machine was delivered Oct 24th and will have a dedicated room.

ACTION ITEMS:

Motion to approve combining the November and December regular board meetings to one meeting to be scheduled on December 11th was made, seconded and unanimously approved.

EXECUTIVE SESSION

As permitted by RCW 42.30.110, the meeting was moved to the Executive Session at 9:30 am for approximately half an hour per RCW 42.30.110 (g) to evaluate the qualifications of an applicant for public employment or to review the performance of a public employee.

RETURN TO OPEN SESSION

The Commission returned to Open Session at 10:00 am and extended the executive session until 10:10 am.

The Commission returned to Open Session at 10:10 am.

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NEXT MEETING DATE

The next meeting will be on December 11th, 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:

New Staff Provisional Appointments:

Robyn Lombardo, MD - Emergency Department

Mikaela Corgliano, PA-C – Health Center

Current Active Staff Reappointments:

Kristopher Stanton, MD through 2/22/2028 – Emergency Department

Angelika Kraus, MD through 2/24/2028 – Health Center, Hospital and OB

Laura Noyes, PA-C through 2/27/2028 – Health Center and Emergency Department

Jennifer Stout-Willett, LICSW through 3/23/2028 – Behavioral Health (Health Center)

Courtesy Staff Provisional Appointments:

Radiology - Stephen Winter, MD, Andreea Moore, MD, and Preethi Raghu, MD

Courtesy Staff Reappointments:

Radiology - Alison Vasan, MD, Richard Kennard, MD, David Kim, MD, and Paula Shepherd, MD

Teleneuro - Corey White, MD, Travinder Singh, MD, Yi Mao, MD, James Jordan, MD, and Axia Espinosa-Morales, MD

ADJOURNMENT

There being no further business, the meeting was adjourned at approximately 10:11 am.

Minutes recorded by RaeLynn Wellman, Executive Administrative Assistant.

Signed by:

Lynnette Elswick

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Lynnette Elswick, President
Board of Commissioners

Signed by:

Melanie Kiss

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Melanie Kiss, Secretary
Board of Commissioners