

**BOARD OF COMMISSIONERS**

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

**September 25, 2025**

In Attendance: Commissioners: Susan Johnson, Melanie Kiss, Becky Walrath, Lynnette Elswick, Lois Silva; Executive Officers: Kim Manus, Joseph Clouse, Justin Peters, Others: Jenny Smith, Casey Scott, RaeLynn Wellman, Cassie Wise, Rhi Drake, Jeremy Lamecker, Jennifer Means, Rachel Davis, Glenn Talmage, Don Gronning

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: August, inclusive District Write-off: \$ 163,497.88

APPROVAL OF PREVIOUS MEETING MINUTES:

August 28th, minutes were approved via a motion made, seconded, and unanimously approved.

BUSINESS FROM THE AUDIENCE:

COMMITTEE REPORTS:

Finance: Justin Peters, CFO advised the District has 104 days cash on hand. AR days are at 42 days. FTE increased to 353. Outpatient continues to increase – 9% increase throughout all outpatient departments this year. Cori is working to ensure all 340B is being captured from vendors. Financial effectiveness update – 17 charges have been updated in the chargemaster. These were far below market. The chargemaster consultant will now be here in February instead of May 2026.

Revenue Cycle Report: Cassie Wise reviewed the Revenue Cycle Report, noting August revenue at \$7.2M with September on track to hit \$7.4M. The new goal for AR days is 39 days. Seeing an increase in self-pay AR. Focus for the group is shifting to revenue recovery.

Medical Staff: Chief of Medical Staff, Dr. Lewis, DO advised regionally seeing pertussis and measles, but has not affected our area. It's early season for respiratory illnesses. He advised there have been some staffing challenges, but working through them. 3<sup>rd</sup> year WRITE student is doing six-month rotation at the clinic.

Quality & Compliance: Rhi Drake reviewed the quality report. Advising the DNV cap has been accepted, objective evidence is due December 12<sup>th</sup>. Medical staff bylaws have been submitted to legal – they provided feedback to update just one sentence. The committee meets on Tuesday, then bylaws will be reviewed for approval by Medical Staff.

Administrative Services Report: Joseph Clouse reviewed the administrative services report. He highlighted an article he included in his report from The Rural Collaborative – recognizing Jake Denham and Aron Hutchison. He shared the succession plan report and compensation report.

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CEO Report – Kim Manus discussed the CEO report. She advised the contract with Dr. Robbins is close to being completed.

PA-C Mikaela Corligiano passed her boards. She has applied for her license, processing is around 12 weeks. This was a challenge we faced with Dr. Robbins.

Dr. Shenoy moves to full-time in January.

She met with “Dr. Potential” who was recommended by Dr. Reinke. The doctors are meeting to discuss where Dr. Potential might fit and if there is a position to offer. Kim to follow up after the meeting at the end of the month.

Still looking for an LICSW/Psych ARNP that sees patients rather than only prescribe.

Students from various programs are completing rotations at NHHS for various departments. WRITE Students, lab techs, imaging, pharmacy tech, MA program etc.

There have been staffing challenges with OB. Last month there were 3-4 emergency deliveries coming from mid-wives. Need OB trained staff.

Following up on the RHC change of scope from last month, an update won't be available for 90 days.

EV stations are live.

SLT met with AWPHD – a follow up meeting incoming with the board.

Kat Schutte and Kim met for a second time. Kat is working on coordinating a community forum, the community is worried with all the changes what that means for the District, for them.

Kim is attending meeting with State Senators Pedersen and Short, this afternoon. This meeting will be held at the PO County Commissioners office. Kim will be presenting information regarding some of the challenges NHHS is experiencing attributed to the passage of BBB act.

ACTION ITEMS:

Motion to approve the capital lease of Neptune 3 for 24 months in the amount of \$1,500 a month was made, seconded, and unanimously approved.

NEXT MEETING DATE

The next meeting will be on September 25, 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:

Reappointment – Active

Vimal Shenoy, MD 11.16.2025-11.16.2027

Jonathan Fisher, MD 10.27.2025-10.27.2027

Initial Appointment- Provisional-Telehealth

Preethi Raghu, MD 10.27.2025-10.27.2027

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- Initial Appointment- Provisional-Teleneuro  
Nishath Naseem, MD 10.25.2025-10.25.2026
- Re-Appointment- Courtesy-Telehealth on site  
Amy Henkel, MD 11.18.2025-11.18.2027
- Re-Appointment- Courtesy-Teleneuro  
Robert Lada, MD 11.18.2025-11.18.2027
- Biggya Sapkota, MD 11.18.2025-11.18.2027
- Margarita Oveian, MD 11.18.2025-11.18.2027
- Andrew Rontal, MD 11.18.2025-11.18.2027
- Ravi Menon, MD 11.18.2025-11.18.2027
- Lilith Judd, MD 11.18.2025-11.18.2027
- Michael Marvi, MD 11.18.2025-11.18.2027

ADJOURNMENT

There being no further business, the meeting was adjourned at approximately 9:37 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