

BOARD OF COMMISSIONERS

PUBLIC HOSPITAL DISTRICT NO. 1 OF PEND OREILLE COUNTY

January 22, 2026

In Attendance: Commissioners: Becky Walrath, Lois Silva, Lynnette Elswick, Melanie Kiss; Susan Johnson Executive Officers: Kim Manus, Justin Peters, Joseph Clouse, Others: Jenny Smith, RaeLynn Wellman, Tina Batsch, Amy Howell, Adam Wiltse, Jennifer Lunz, Cassie Wise, Rhi Drake, Jane Tilley, Erica Burkey, Jennifer Means, Trina Gleese, Mark Collins, Josh Johnson, Jake Denham, Rachel Davis, Aron Hutchison; Don Gronning, Dale Nichols, David Smith

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: January, inclusive District Write-off: \$ 288,615.04

APPROVAL OF PREVIOUS MEETING MINUTES,

December 9, special meeting minutes were approved via a motion made, seconded, and unanimously approved.

December 11, minutes were approved via a motion made, seconded, and unanimously approved.

BUSINESS FROM THE AUDIENCE:

David Smith, PhD, Superintendent of Newport School District gave a presentation regarding the upcoming school levy and bond.

COMMITTEE REPORTS:

Finance: Justin Peters reviewed the year-end financial report noting \$507,000 bottom line. Year to date financial status \$-208K. Days cash on hand are lower due to three paydays in January. FTE is 344 and continuing to grow. Salary wages and contract employees account for 69% of net revenue – would like to see this reduce to 60% by growing revenue and being cognizant of FTEs and overtime.

The rural health clinic is seeing higher expenses which is offsetting the revenue. RMAC \$1M in subsidiaries – working diligently to increase census. RMV census is decreasing. Dr. Fisher is expected to increase volumes by 44% and Dr. Schicker is expected to increase volumes by 17% this year. 2026 budget \$426K.

2024 state audit is complete – the auditors noted this was one of the cleanest audits they have seen.

Inpatient volumes have flattened nationwide. ED volumes have decreased due to Express Care. Record numbers noted in all outpatient services. Charity care increased 44% from 2024 to 2025.

2026 Strategic Plan pillars organizational sustainability, high reliability organization, and culture.

Revenue Cycle Report: Cassie Wise reviewed the Revenue Cycle Report. December grossed \$7.78M; January is trending \$7.4M. December cash collected was \$4.6M, this fully recovered the deficit noted for

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November. AR days sitting at 42.3. There were 3 admissions in December and 2 discharges in Residential Care.

Quality & Compliance: Rhi Drake advised the first quality meeting of the year is scheduled next week. The committee will be reviewing all performance improvement plans.

Strategy, IT, Marketing, & Foundation: Jenny Smith shared she has participated in interviews with the Spokesman Review regarding charity care, and the Inlander regarding the One Big Beautiful Bill. Justin and Jenny will be attending the community meeting on Saturday.

Training for the nurse triage platform that was supported with grant funds is underway.

The billboard has been updated. 2026 marketing focus is messaging on community owned hospital and what it means to be a public hospital district.

Administrative Services Report: Joseph Clouse reviewed the administrative services report. Noting the District overtime for 2025 was \$685K with a goal of \$500K. The District is continuing to strive to cut overtime. Joseph also shouted out Security Officer Richard Stephens for walking employees to their car after dark and for clearing the snow off the cars owned by clinic employees.

Clinical Services Report: Tina Batsch reviewed the clinical services report. Noting December was record breaking all around. The lab state inspection is complete with no quality findings noted, the official report is not yet available.

CEO Report – Justin Peters reviewed the CEO report. He shared Dr. Robbins has started seeing patients, Pam Skon, LICSW has started in the clinic and Dr. Lombardo starts in the ED next month. Master Facilities staff town halls were held earlier in the week.

DOT tests will be live soon.

ACTION ITEMS:

Motion to approve the capital purchase of the Tonometer for the ED in the amount of \$4,895.00 plus tax was made, seconded, and unanimously approved.

Motion to approve proceeding with the emergency capital purchase of the c-arm was made, seconded, and unanimously approved.

Motion to approve organizational chart was made, seconded, and unanimously approved.

EXECUTIVE SESSION:

As permitted by RCW 42.30.110, the meeting was moved to Executive Session at 9:50 am for approximately thirty minutes, per RCW 42.30.110 (i) to discuss with legal counsel representing the agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency.

RETURN TO OPEN SESSION:

The commission returned to open session at 10:20 am.

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NEXT MEETING DATE

The next meeting will be on February 26, 2026, 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:

Eric Riley, CRNA (Surgery, Per Diem)

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