

BOARD OF COMMISSIONERS

PEND OREILLE COUNTY PUBLIC HOSPITAL DISTRICT NO. 1

April 23, 2026

In Attendance: Commissioners: Becky Walrath, Lois Silva, Lynnette Elswick, Melanie Kiss, Susan Johnson; Executive Officers: Kim Manus, Justin Peters, Joseph Clouse, Jennifer Lunz; Others: Jenny Smith, RaeLynn Wellman, Tina Batsch, Amy Howell, Cassie Wise, Rhi Drake, Josh Johnson, Rachel Davis, Trina Gleese, Jacob Denham, Aron Hutchison, Doris Hiebert, Joann Bell, Jennifer Romero, Jennifer Means, Jeremy Lamecker, Don Gronning

CALL TO ORDER:

Vice Chairperson Johnson 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, auditor's reports, and Uncompensated Care Report (Consent Packet) were approved by a motion that was made, seconded, and passed unanimously.

Bad Debt/Charity: April, inclusive District Write-off: \$

APPROVAL OF PREVIOUS MEETING MINUTES,

March 26th, meeting minutes were approved via a motion made, seconded, and unanimously approved.

BUSINESS FROM THE AUDIENCE:

Josh Johnson presented the 2025 annual Foundation Report.

COMMITTEE REPORTS:

Finance: Justin Peters advised March was the largest grossing revenue month at \$9.4M, bringing the year-to-date bottom line to -\$1.2M. Days of cash on hand are consistent at 88 days; with an expectation of an increase later in the year. SLT held a lunch celebration for the Revenue Cycle department for AR days being at 39. There are 360 FTE, which is an increase from the 341 last year. Expenses continue to increase without being offset by revenue. We were unable to update our pricing from the chargemaster review due to Epic's restrictions for uploading until June 1st.

RHTP – WSHA has received RHTP funds, the District is expecting \$805K. There are strict rules on how and when the funds will be used. Hoping to have more information soon.

Becker's Conference – Justin provided a detailed write up of his takeaways from the Becker's Conference, highlighting the District is already acting on a lot of the mentioned focus points.

Revenue Cycle Report: Cassie Wise reviewed the Revenue Cycle Report. Revenue for March closed at \$8.47M, the department looking at potentially hitting another record this month at 8.5M. Cassie is expecting to see more record months after the chargemaster increases take place. AR days are at 41. Aging increased a bit last month.

RMAC/RMV

Quality & Compliance: Rhi Drake advised the District will be receiving quality awards from the American Heart Association; and will be honored for quality metrics at Chelan conference. Patient

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experience is at 86% with a goal of 90%. The DNV survey window opens at the end of June. DOH and CMS survey expected mid-February 2027.

External Affairs & IT: Jenny Smith explained it's been a busy month for media features, noting an article and ECHO press release in The Spokesman. The brokerage account has been liquidated receiving \$206K; with half designated to River Mountain Village. Jenny shared Congressman Baumgartner pushed the appropriations request of \$3.5M forward with a letter to Congress. She advised appropriation applications were also submitted to Patty Murray and Maria Catwell.

IT – Cybersecurity continues to be a heavy focus. Phishing campaigns and staff education are taking place.

Marketing – Josh has started professional development course in healthcare marketing. A new MRI campaign will drop this week. The first community engagement workshop is next week; there are 44 people registered.

Distressed Hospital Grant – the District was awarded \$135K.

Administrative Services Report: Adam Wiltse shared the Administrative Services Report. Highlighting FTE at 373.5 with 22 open positions; 383 FTE was budgeted for the year. Turnover numbers are trending down over the last few years, noting a slight increase this last year. HR bargaining sessions have gone well, hoping to have a tentative agreement by the next board meeting. The District is working with a UKG consultant to identify areas of improvement and to conduct training for leaders.

Security has been accredited. Emergency management consultants are scheduled to review systems and provide training.

Secured doors at RMV is the last outstanding project, once complete DOH review initiated, then moves to DSHS. There are 4-5 on SDU waiting list.

Clinical Services Report: Tina Batsch reviewed the clinical services report highlighting March was another breaking month for ancillary services. Rehab had 1411 visits, Imaging experienced a record number due to ECHO being live. The Foundation approved supporting the purchase of hematology unit for lab.

Nursing Report: Jenn Lunz advised SANE Training is continuing (classes are in May in-person working with live models); approximately 7 RNs going through the training. They are currently doing their 40 hours of online training. Partnering with KMC to build our SANE program. Kim said that our goal is to make sure it's sustainable. Amy said KMC's program is very robust. OR is busy, every block is full.

Virginia Mason reached out regarding grant support for OB training – chose emergency C-section (2 days). Was going to cost \$3K-\$5K, but they are going to pay for everything! End of September timeframe.

Doris Hiebert, RN spoke about union negotiations from her perspective. Advising while discussions were delayed the dialogue between parties has been appreciated rather than having lawyers lead the conversations. She explained the improvement in relationships and focus on retention, and keeping skilled people.

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CEO Report: Kim Manus explained the bond resolution was sent to legal for review, edits have been made; updated resolution is being presented as an action item. The board is to select the “for” and “against” committees that will be responsible to complete the statements for the ballot. Jenny is compiling a list of fact-based bond presentation opportunities.

TRC designated who qualifies as rural, WSHA notified three more hospitals have been placed on the list which dilutes the funds 5-10%. Final numbers have not been presented.

RHTP – Revenue cycle root cause analysis is one opportunity that would be valuable. HR readiness audit is another. The first round of funds are expected to be spent between September 2026 and September 2027. The second round of funds will be distributed in October 2026. Nothing can be done until contracts with TRC and WSHA are complete.

OB Coalition – Kim is participating along with 11 other hospitals in an OB coalition. Hospitals are sharing data, in an effort to create a platform to take to legislatures.

SLT learned a lot in the listening sessions, will continue to have these throughout the year.

RFQs have been sent out for GCM that would work directly with the architects to help control costs.

ACTION ITEMS:

Motion to approve Resolution 2026-02, which incorporates revisions provided by legal counsel to the ballot proposition for the hospital expansion and renovations, and repeals Resolution 2026-01 was made, seconded, and unanimously approved.

Motion for the capital purchase of the hematology unit in the amount of \$122,019 plus tax and shipping which will be reimbursed by the Foundation was made, seconded, and unanimously approved.

Motion to approve the 2026 Quality Assurance Plan was made, seconded, and unanimously approved.

Motion to approve the Voter’s Pamphlet Committee Selection Criteria for Pend Oreille County Public Hospital District No. 1 was made, seconded and unanimously approved.

Motion to approve tabling appointing “pro” and “con” committee members to prepare arguments for and against the August ballot measure to take place at a Special Meeting to be held on April the 28th at 6pm was made, seconded, and unanimously approved.

EXECUTIVE SESSION:

As permitted by RCW 42.30.110, the meeting was moved to Executive Session at 10:05 am for approximately thirty minutes, per RCW 42.30.110 (o) To consider information regarding staff privileges or quality improvement committees under RCW [70.41.205](#);

RETURN TO OPEN SESSION:

The commission returned to open session at 10:35 am and extended Executive Session for approximately 15 minutes.

RETURN TO OPEN SESSION:

The commission returned to open session at 10:50 am.

NEXT MEETING DATE

The next meeting will be on May 28, 2026, at 8:30 am.

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ADJOURNMENT

There being no further business, the meeting was adjourned at approximately 10:50 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