The Three Rivers Hospital Board of Commissioners called a regular meeting to order at 11:02 a.m. Tuesday, August 25, 2026. The meeting was held in the McKinley Building Conference Room at 507 Hospital Way, Brewster WA 98812 and virtually via the Microsoft Teams platform. The presiding officer was Mike Pruett, Board Chair.

A quorum was present, including:

Mike Pruett, Board Chair
Cherri Thomas, Vice-Chair
Leslie McNamara, Board Secretary
Tracy Shrable, Member
David Garcia, Member

Others present:

Onsite
J. Scott Graham, Chief Executive Officer
Jamie Boyer, Chief Operating Officer
Dr. Ty Witt, Chief Medical Officer
Anita Fisk, Chief Human Resources Officer
Trace Kateley, Chief Information Officer
Mike Oberg, Informatics RN
German Meza, Quality Director
Karen Hurley, Assistant Chief Nursing Officer
Lynette Swezey, Discharge Planning
Dan Webster, Foundation President
Shauna Field, Administrative Assistant

Via Teams
Tina Smith, Chief Nursing Officer
Antone Eek, Chief Financial Officer
M.C. Monroe, Director of Public Relations
Jeremy Vandelac, Ancillary Services Director
Daniel Dinjian, Environmental Services Manager
Veronica Martinez, HR Assistant
Jennifer Best, PR/Marketing
Sam Zamudio, Credentialing
Michele Graham, Quality Coordinator
Neala McGuire, Revenue Cycle Management
Brenda Escobar, Patient Registration
Rosie Poole, Billing and Health Information Manager
Jeanette Pyper, Central Supply Manager
Juanita Reyes, Clinic Referral Coordinator
Isaura Ochoa, Patient Registration Representative
Victoria Sheridan, Coding Manager
Eva Olea, Pharmacy Tech
Zach Allison, Radiology Manager
Araceli Angel-Lopez, Medical Assistant

Vision, Mission & Values
All took turns reading the vision, mission, and values statements.

Agenda
Discussion on the Board of Commissioners bylaws was added to Old Business. The Finance Report was moved to after the consent items. A motion was made by C. Thomas to accept the amended agenda as official; seconded by T. Shrable. Motion carried.

Minutes from Previous Meeting
A motion was made by D. Garcia to approve the July 28, 2026 Regular Board Meeting; seconded by C. Thomas. Motion carried.

Public Comment
L. McNamara recognized the Employee Spotlight, Trace Kateley, CIO, and the Employe of the Month, Chantel Hernandez, Unit Secretary.

Consent Items
M. Pruett noted the Medical Staff applications, and payroll and vouchers listed on the agenda. Bad debt and charity care reports were not available.

Payroll Total:	Gross:	$ 407,188.62	Net:	$ 292,566.99
7/19/26 to 8/1/26	Gross:	$ 407,188.62	Net:	$ 292,566.99

Vouchers Total:		$ 1,110,567.81
7/30/2026	106928-106952	$ 258,808.01
8/6/2026	106953-106979	$ 457,554.96
8/7/2026	106980-106980	$ 1,512.85
8/13/2026	106981-107014	$ 392,691.99

Charity Care	na
Bad Debt	na

A motion was made by L. McNamara to accept the consent items as presented; seconded by T. Shrable. Motion carried.

Finance Report
A. Eek presented the Finance Report. They are working with DZA on correcting journal entries with 1 entry per month. The goal is to be fully reconciled and able to present financials by November. Volumes were down significantly in July and we were below budget in revenue by 330k. We are managing expenses and reducing costs to maintain. We have seen measurable improvements in revenue cycle with more timely claims processing and AR clean up. Our total expenses were 600k, which was below budget and shows we are controlling costs. Wages and supplies were below budget, benefits were favorable, and utilities and repairs were on target. We had higher costs in purchase services for contract fees for Signature Performance, audit costs for DZA, and Coding Concepts. The contract for Coding

Concepts is ending next month and all work is transitioning to Signature Performance. Cash collections were above budget. Areas of improvement and focus are increasing volumes, revenue reconciliation, and Charity Care corrections.

A motion was made by L. Mcnamara to accept the Finance Report as presented; seconded by C. Thomas. Motion carried.

Foundation Report
Dan Webster presented the Foundation Report. The Foundation provided funds of $750 for sports physicals and $500 of school supplies for the Clinic. A personal community donation was submitted to help provide continuing education for two ER staff nurses. L. McNamara suggested the purchase of new grill for staff events like Hospital Week. S. Graham asked Dan to attend the All Staff meeting scheduled for the 31st to explain and encourage donations.

Physician's Report
Dr. Witt presented the Physician's Report. The next MedStaff meeting is in two weeks. Dr. Ebaugh has taken on the Chief of Staff position. Dr. Witt is overseeing the PAs in the clinic while we continue to recruit for Dr. Ellingson's position. They continue to refine the credentialing process with the new credentialer. A schedule of providers and services is being developed for the mobile clinic.

IT Report
T. Kateley presented the IT Report. A new IT manager has been hired with other positions in process. With the first round of RHTP funds, we will begin replacing 145 workstations that are past their end of life and need to be upgraded. C. Thomas asked if we would have virtual desktops; it is on the roadmap as a goal. C. Thomas asked why there was no previous plan to replace the equipment; the server was prioritized and we were not in a position financially. Laptops, desktops, and monitors will be replaced and standardized. The new server is being implemented with a goal of September 30 to complete, along with a backup system to allow forever backups onsite and in the cloud. L. McNamara asked if the old equipment could be wiped and donated; no, because they cannot be upgraded to the latest OS Windows 11. New firewalls have been purchased, but other internal infrastructure elements are needed. He is exploring HR information systems and will be setting up a team to evaluate products for full-service systems with the goal of upgrading to a new EMR in the coming years.

Administration Report
S. Graham presented the Administration Report. T. Shrable asked about hiring our own physical therapist; we have terminated our contract with Rehab Vision as they have been unable to provide us with the therapists we need. The traveler who was working with us is interested in coming back in mid-September. Administration would like to request permission to post for a full-time PT but we do not have the position in the budget. A motion was made by C. Thomas to add the discussion to new business; seconded by D. Garcia. Motion carried.

We are forming a swing bed taskforce to examine why our volumes have been low and apply our B2E program processes. Possible reasons include changes in demographics in the region, smoke and wildfire impacts on tourism, and federal policy changes. C. Thomas asked about the Rural Emergency Hospital model analysis; with our volumes, it was concluded we wouldn't benefit by changing models because cost-based reimbursement is a better model for us. We may need to revisit it if volumes stay low.

We continue to meet with Joe Kunkel and Dave Franklund on a weekly basis to work on the renovation bond project. Areas of focus are community outreach and events and scheduling tours of the hospital. Dave is drafting internal renderings. We will explore using RHTP funds to repair the roof. We are exploring more grant opportunities with Jody Corona. The PBS filming is complete, and they have sent out a press release. It will take 90 days to edit but they will try to get it done prior to the election.

On October 9 we will host an open house for the mobile clinic with WSHA, Secretary of Health Worsham, and other VIPs. The wrapping process should be done next week. The mobile clinic steering committee is meeting weekly to develop the business plan and determine locations and services. We will start in Mansfield with potential locations in the Methow and Pateros. The unit can be utilized for events for sports physicals, employer events, and agricultural and farm workers.

We are identifying a vendor to help us with an analysis of wages and benefits. A strategic planning meeting will be scheduled for October 7 to discuss the 2027 budget. We will hold another session in the new year once we know the result of the bond vote to determine how to move forward.

The group discussed how to handle opposition to the bond; increase outreach to voters, discuss factors such as weather, wildfire, and infectious disease, patient transfers and the ability to take overflow when there are disasters and improved access to care through modernizing our facility.

Break
A break was held between 12:30 p.m. – 12:50 p.m.

Quality Report
G. Meza presented the Quality Report. The Quality Council met on July 29th, 2026 to discuss the Q2 metrics.

July Quality Metrics

- Falls with injury: 0 reported.
- Medication events: 1 medication event that did not involve a patient.
- Stroke: There were seven cases, with two who were outside the threshold for CT. We are working to improve processes for when the tech is on call and must travel from home.
- Trauma: 1 case.
- Chest pain: There were seven cases, with two outside of the threshold for an EKG because the patients did not initially report chest pain on admission.
- ER surgery transfers: There was one transfer for a hip fracture.
- Antimicrobial stewardship is up to date.

Patient Satisfaction

- ER – 80% with 16 returned surveys. In June there was a survey where all categories were marked negative, which brought down the overall average. Language is being added to our discharge paperwork to encourage patients to complete the survey. He continues to work with registration to make sure patient contact information is current and we have cell phone numbers and email addresses for electronic surveys.
- Inpatient – 87% with 1 returned survey.
- Clinic – 97% with 18 returned surveys.

Survey Preparedness – We are expecting the surveyors every Tuesday. The survey prep checklist has been sent to all staff. German is doing weekly rounds and working with Central Supply to monitor supply outdates. The group discussed registration's role in the patient experience and the importance of gathering accurate patient information.

A motion was made by C. Thomas to accept the Quality Report; seconded by L. McNamara. Motion carried.

Old Business

Capital Improvements Update
The application for the RHTP funds will be submitted today. For the first round of funds, we will be focusing on IT needs. We are meeting with consultants Garland and Trane to discuss the roof repairs needed. Many items are on hold until the result of the renovation bond in November.

Board of Commissioner Bylaws
The members have reviewed and provided feedback for revisions. S. Field will draft a final edit and send to the board for review and approval at the next meeting.

New Business

Mobile Clinic Business Plan
J. Boyer discussed the business plan for the mobile clinic. It is currently a 53 page draft. The mobile unit will be an extension of the Rural Health Clinic and will offer the same services. Implementation will be a phased approach over the next 3-5 years. Phase I is for planning and development. We will begin with 3 days a week in each location with 2 patients ramping up to 6 over the course of a year. We are working with Mansfield to be our first location, either at the school or fire station. She will be meeting with AeroMethow to get their feedback. The Wellness Center is also a potential location in the Methow. We have a survey online and are handing out paper surveys to get community feedback. C. Thomas asked if we are including maintenance costs in our plans; yes. Carlton is also an area we'd like to focus on. C. Thomas asked for Phase I of the business plan to be sent to the board for review. L. McNamara asked if walk-in appointments would be available; yes, that is a goal.

PT Position
Administration requested an additional FTE to hire a physical therapist. Because we are ending the contract with RehabVisions, there will be no additional expense for the position. A motion was made by L. McNamara to approve the request; seconded by T. Shrable. Motion carried.

Strategic Plans and Discussion
S. Graham would like to add security and disaster preparedness as a focus in our strategic plans. C. Thomas wants us to explore onsite security.

Upcoming Meetings & Events
M. Pruett noted the upcoming schedule of meetings and events and thanked those going to Washington DC in September to advocate for the hospital with our legislators.

Adjournment

A motion was made by C. Thomas to adjourn the meeting at 1:30 p.m.; seconded by T. Shrable. Motion carried.

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Mike Pruett, Board Chair

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Cherri Thomas, Board Vice Chair

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Leslie McNamara, Board Secretary

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Tracy Shrable, Board Member

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David Garcia, Board Member