

January 1, 2016

MINUTES FROM THE REGULAR MEETING
OF THE
BOARD OF DIRECTORS
OF
PLUMAS DISTRICT HOSPITAL

BOARD MEMBERS PRESENT: Bill Wickman, Valerie Flanigan, Kathy Price, John Kimmel, and Mark Satterfield, MD

BOARD MEMBERS ABSENT: None

OTHERS PRESENT: Jeffrey Kepple, MD, CEO, Caleb Johnson, CFO, Lisette Brown, CCO, Karen Story, Recording Secretary, and members of the public

I. Call to Order and Introduction of Audience / Public Comment

President Kimmel called the meeting to order at 4:34 p.m. and invited public comment.

II. Approval of Agenda

Director Flanigan moved to approve the agenda and Director Satterfield seconded. Motion carried.

III. Approval of Minutes from the Regular Board Meeting on January 7, 2016

Director Satterfield moved to approve the minutes as presented and Director Price seconded. Motion carried.

IV. Election of Officers

Director Satterfield nominated Director Kimmel for the position of Board President. With no other nominations presented, Director Price seconded. Motion carried. Director Wickman expressed his appreciation for the confidence and support provided him these past three years.

Director Price nominated Director Flanigan for the position of Board Secretary. With no other nominations presented, Director Satterfield seconded. Motion carried.

Finance Committee Appointments – Director Price and Director Satterfield both will both continue to serve on this committee.

Medical Policy Committee Appointments – Director Flanigan and Director Wickman will serve on this committee.

Management Council – Board members serve on this council at the request of the CEO and Management Council members. Director Wickman and Director Satterfield will continue to serve on this council.

V. Joint Commission/Compliance Report – Lisette Brown, CCO

- Operating room doors have been replaced and OSHPD approval is pending.
- Indian Valley Medical Clinic is being reviewed for compliance and all compliance issues discovered are being addressed.
- The Board will be updated quarterly on compliance issues.
- Medication carts are now auto-locking as recommended by surveyors.
- Auto-dispensing medication carts are being considered.

VI. Regular Staff Reports

A. CEO Report – Jeffrey Kepple, MD, CEO

Dr. Kepple reported the following:

- Acquisition of Indian Valley Medical Clinic is expected to be completed by the end of January. IVMC staff will received training the first week of February and February 8th will be opening day. There have been no issues between IVMC, EPHC, and PDH. Guy McNett has been especially accommodating during this process. Details of the management agreement and operations transfer agreement between EPHC and PDH are still being developed. Nan Cayler, PA-C, will start seeing patients at PDH and begin learning the EMR. She is getting to know Quincy physicians and will overlap with John Evans for a few days before he retires. Monies from Indian Valley Healthcare District are available to help with startup costs. This money can be utilized for the good of the district.

Dr. Paige Lewis has been seeing patients and OB patients at Seneca on Tuesday since mid-August. Dr. Ben Hunt is seeing 7 – 10 patients each Wednesday at EPHC. Surgeries are brought to PDH and then patients return to their providers at EPHC.

- PDH is working with Plumas County Health Department on a community health assessment. Dr. Kepple is participating in a task force to develop CHIP (Community Health Improvement Project). PDH staff,

Krista McComb and Emily Hammond, are also lending their expertise to the task force.

- The state of affairs for California rural hospitals continues to worsen. Sixty-four critical access hospitals around the country have now closed. Northern Inyo hospital is trying to stay open under a management agreement. Medicaid expansion didn't help CAHs and privatization is not considered an outlandish idea.
- Hospital volunteers just voted to contribute another \$25,000 (50% of the cost) to renovate the hospital lobby. Other recent contributions from this group include \$5,000 for a kitchen range, \$2,500 for an IV pump, and funds for a patient ice machine.

B. CFO Report – Caleb Johnson, MBA, CFO

Mr. Johnson reviewed the November 2015 Financial Statements as follows:

- Cash was \$666, 036.
- Accounts Payable was \$2, 069,521. That is up from the previous month and year.
- Patient receivables were up 24% from the prior year.
- This tough cash position is not from a lack of business. Revenue is up YTD over last fiscal YTD. Revenue deductions has increased over gross revenue.

Mr. Johnson presented his financial plan and led discussion regarding the hospital's move toward a more predictive accounting method.

C. Nursing Report – Lisette Brown, CCO

- Staff visited IVMC with a transition plan.
- December was a busy month for PDH:
 - 2300 patient visits in the clinic
 - 5 average daily inpatient occupancy
 - Safe Check software is being implemented to assist with preventing identity theft and ensuring patient medical record accuracy and safety. This is an optional program in which patients can participate.
- 360 evaluations are being implemented this week
- Patient satisfaction scores have risen
- An Experian product is being implemented which auto-verifies insurance, estimates patient payments, and has a pre-authorization feature. This product is expected to speed up wait times and improve processes.

D. Medical Staff Report – Jeffrey Kepple, MD, CEO

Pharmacist Jeff Monaghan is assisting with pharmacy coverage and is considering being the consulting pharmacist when PDH converts to a drug room.

Upcoming Grand Rounds educational presentations include:

- *Updates in Urology* with Dr. John Freeman
- *Evidence-based Management of Low-Back Pain* with Dr. Lali Sekhon
- *Sports Concussion Update* with Dr. Carol Scott of Renown
- *Diabetes Technology* by Kay Lund, RD, CDE
- *Updates in Dermatology* by Jeff Shackelton, MD

The Medical Staff will host two medical students in their rural rotations in January and February. Kathleen Murray, a 4th-year medical student from University of Nevada School of Medicine, will work with Dr. Steen Jensen in a surgery rotation. Brian Lantos, a 4th-year medical student from DeBusk College of Osteopathic Medicine in Tennessee, will spend four weeks in a rural rotation with Dr. Joey Schad.

VII. Board Education

Included in the Board packets were PDH conference room calendars for January and February, and hospital/healthcare related news articles.

VII. Director Remarks

Director Satterfield: Thank you to Director Wickman for three years of serving the Board during challenging times.

Director Price: Director Price will be attending the ACHD meeting. Thank you to Director Wickman for his service as Board president.

Director Flanigan: Thanks to Director Wickman for his commitments with the Board, Foundation, and Management Council. This exhibits his concern and care for both the neighborhood and community. Thank you to the hospital volunteers for doing an amazing job and their generous donations. It has been a long-term goal of the Board to show care for our neighbors in Greenville. The Board is grateful to Mr. Johnson for his financial plan. Congratulations to Director Kimmel in his appointment as Board president.

Director Wickman: Director Wickman expressed gratitude for the Board's support the past three years. He will continue to work on the RHCI. The Foundation's year-end letter was sent out in November.

Director Kimmel: Plans to do his best to follow in Director Wickman's footsteps. Looking forward to a better understanding of PDH's financial situation and direction.

January 7, 2016

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS

Page 5

VIII. Next Board Meeting


The next regular Board of Directors meeting is scheduled for Thursday, February 4, 2016 at 4:30 p.m.

IX. Adjournment

There being no further business, the meeting was adjourned at 5:27 p.m.



John Kimmel, President
Board of Directors



Valerie Flanigan, Secretary
Board of Directors