

February 4, 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, 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. Plumas County Community Health Assessment/Community Health Improvement Plan

Karla Burnworth and Zach Revene, of the Plumas County Public Health Agency, presented an overview of the Plumas County Community Health Assessment (CHA), a county-wide endeavor that measures the health of the county through a collaborative process. This process leads to the Community Health Improvement Plan (CHIP), targeting access to care and utilizing existing resources effectively along with identifying priority areas for the community. Plumas District Hospital is a key participant along with other county healthcare entities.

V. Fiscal Year End 2015 Audit Presentation – Kyle Rusten, CPA, K. Coe Isom

Mr. Rusten reviewed the following three documents and their contents:

- *Report to the Board of Directors*
- *Financial Statements and Supplementary Information with Independent Auditors' Report*
- *Financial Ratios*

Mr. Rusten commented that PDH's current ratio and profitability could be better.

VI. Regular Staff Reports

A. CEO Report – Jeffrey Kepple, MD, CEO

Dr. Kepple reported the following:

- Indian Valley Medical Clinic is transitioning to PDH management this week. Indian Valley Healthcare District and Plumas District Hospital have worked to make this a smooth transition. Mr. Guy McNett praised staff and leadership involved.
- Community members have provided positive feedback on the addition of Dr. Ben Hunt to both Eastern Plumas Healthcare and Plumas District Hospital. Dr. Hunt performs small procedures at both locations and brings major surgeries to PDH.
- Dr. Ali Hunt, a Family Medicine physician doing obstetrics, will start on Monday. She is also the wife of Dr. Ben Hunt.
- Third-year medical students participating in UC Davis' Rural PRIME program will begin rural rotations at PDH this spring. PDH has met all qualifying criterion and will be awarded designation as a Rural PRIME site. Housing is needed for these students during their 8-week rotations as students do not receive housing stipends for these rotations. PDH physicians participate as UC Davis volunteer faculty who mentor these students.
- Northern Sierra Opioid Safety Coalition is examining county-wide issues as well as nationwide issues. Dr. Satterfield serves on this coalition and spoke to opioid use locally and nationally.
- The hospital's new ambulance will arrive in Quincy tonight. Thank you to John and Kitty Gay for spearheading the ambulance fundraising drive.

B. CFO Report – Caleb Johnson, MBA, CFO

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

- Cash was \$678, 562.

- Accounts Payable was \$2, 259,668. That is up from the previous month and year.
- Net patient revenue was strong.

Experian products are being implemented to increase collections. Mr. Johnson reported on the District Hospital Leadership Forum meeting he attended in Sacramento. New billing staff has been hired.

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

Dr. Kepple presented the Medical Staff Report in the absence of Dr. Hurlburt.

1. Approval of Medical Staff Credentials

The Medical Staff Executive Committee has reviewed the recommendation of the Credentials Committee and approved the credentials and privileges as listed below:

Appointments

Nan Cayler, PA-C	General Medicine	AHP
Stephan Keely, PTA	Physical Therapy Assistant	AHP
Alexandra Hunt, MD	Family Medicine/Obstetrics	Provisional
Carla Toms, MD	Emergency Medicine	Provisional
Christopher Ward, MD	Emergency Medicine	Provisional

Reappointments

Gregory Taylor, MD	Emergency Medicine	Courtesy
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Director Wickman moved to approve the credentials as presented and Director Flanigan seconded. Motion carried.

Upcoming Grand Rounds educational presentations include:

- *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 a medical student in his rural rotation in February and March. 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 February and March, and hospital/healthcare related news articles.

VI. Director Remarks

Director Wickman: Director Wickman provided an update on the Plumas Rural Healthcare Initiative, it's coordination of efforts with the County and involvement of members of the Board of Supervisors.


Director Kimmel: PDH has done a good job of paying down debt. Director Kimmel has been spending time with Finance staff and is optimistic about the hospital's financial position. Discussion followed regarding what level of service can be provided to patients undergoing chemotherapy treatments. Tahoe Forest Cancer Center was praised for the excellent care provided in person and through telemedicine.

VIII. Next Board Meeting

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

IX. Adjournment

There being no further business, the meeting was adjourned at 5:58 p.m.



John Kimmel, President
Board of Directors



Valerie Flanigan, Secretary
Board of Directors