

June 9, 2016

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

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

BOARD MEMEBERS ABSENT: None

OTHERS PRESENT: Jeffrey Kepple MD, Lisette Brown RN, Caleb Johnson CFO, Christie Brawley (Recording Secretary) and members of the public

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

John Kimmel called the meeting to order at 4:30 p.m. and invited public input.

II. Approval of Agenda

Director Satterfield moved to approve the agenda as amended, moving item V to item IV. Director Flanigan seconded. Motion carried.

III. Approval of Minutes from the Regular and the Special Board Meetings on May 5, 2016

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

IV. Ambulance Services Subcontract- Discussion and Action- Jeffrey Kepple MD

- Dr. Kepple discussed the contracts submitted by the REMSA and the SEMSA Ambulance Services. He expressed gratitude and appreciation to both companies for their proposals.
- Dr. Kepple asked the board members to weigh in on their decision as to which company they prefer to move forward. The board members collectively expressed their appreciation for both companies and expressed how hard a decision it was to make.
- Director Satterfield made a motion for a Roll Call Vote to move forward with the proposal by REMSA. Director Price Seconded.

Director Wickman- Aye

Director Satterfield- Aye

Director Price- Aye
Director Flanigan- Nay
Director Kimmel- Nay

Motion carried.

V. **Presentation of the annual report from the Measure A Oversight Committee- Andy Ryback, Committee Chairman**

- Andy Ryback reviewed the 2015 annual report from the Measure A Oversight Committee.
- The MAOC met four times in 2015, and, at each meeting, reviewed the financial statements supplied by the District, showing the status of the funds received from the bonds which had been issued following passage of Measure A. The committee examined each expenditure and sought clarification about the nature of the services received in exchange for those expenditures. The committee also studied statements of the accounts in which bond proceeds were held.

VI. **Presentation of the Smoke and Tobacco Free Campus Campaign- Denise Harding and Jeffrey Creedon**

- Jeff and Denise presented the draft Smoke and Tobacco Free Policy to the Board. Beginning July 1st Plumas District Hospital will be smoke and tobacco free. This includes vaping and marijuana if it should become legal in California.
- PDH is committed to helping their employees with smoking cessation and if they should want to quit smoking permanently, there will be resources such as Chantix and Nicorette gum available free of cost as well as support groups on campus.
- Director Price asked about the parameters of the policy and if employees were going to be permitted to smoke in the neighborhood. Denise Harding made sure that the smoke free campus policy included the surrounding neighborhood.

VII. **Regular Staff Reports**

A. **Human Resources Special Manager Report- Denise Harding, HR Director**

- Denise Harding discussed her role as Human Resources Director at PDH. She shared the HR philosophy, which departments she works closely with, and her managerial responsibilities.

B. **Information Systems Special Manager Report- Jeffrey Creedon, Information Officer**

- Jeff Creedon discussed the dangers of cyber-attacks on hospitals and EMR systems. He attended a webinar on the Emerging Threat to Hospitals by the CHA. He shared an account of an attack on a hospital by ransom ware where the hospital lost all of their

electronic medical records and had to pay outrageously high ransom to have it restored. The IT Department is working hard to protect our data base and EMR system here at PDH.

C. CEO Report- Dr. Jeffrey Kepple, CEO

- Dr. Kepple thanked the Board of Directors for their decision in the Ambulance Services. It was a tough choice and he appreciates them in making an educated decision on behalf of the community and the hospital.
- We have received a verbal confirmation from United Health Group that we will receive \$1.2M from the bond buy out at a blended interest of 1.95% which is a great rate for us. The money will be deposited in an account for tracking purposes by the end of July or early August. The funds will be used for facility upgrades:
 - A new roof and fire escape at QFM
 - IT infrastructure and phone system upgrade
 - Hospital roof repair
 - Emergency power including generator for Dental
 - Emergency power including generator for QFM
 - Hospital corridors floor replacement
 - Entrance/Lobby upgrade
 - Add bathroom in North Fork
 - Nurses station remodel
 - Nursing call system
 - Heating and cooling upgrade
- Candice Coursey has joined the provider staff at PDH full time and plans to have her career here.
- Dr. Lipman and his PA, Jordan Frazer will begin seeing patients for pain management June 17.
- Dr. Kepple sent praise to the staff in the PFS Department. They have been working hard to meet their goals in billing and collections.
- Dr. Kepple is looking at possible spaces to open a pharmacy downtown Quincy through the 340B project. Due to the high demand and the poor customer service that Rite Aid provides, this could be a very viable and profitable venture for the hospital.

D. Nursing Report- Lisette Brown, CCO

- Lisette reported that there were 2,372 visits in the rural health clinics in May and the dental clinic saw 449 patients.
- Dr. Lipman and his PA, Jordan Frazer will begin seeing patients for pain management June 17.
- Candice Coursey has joined the provider staff at PDH full time.
- The hospital has been busy with up to 8 out patients per day.

- The emergency department had over 20 patients per day over the weekend.
- There have been 1-2 swing bed patients at a time with an average length of stay at 12.9 days.
- Care Grant from the National Flex Program:
 - \$10,000 for the Operational Education Project
 - Just Culture
 - Trauma certification
 - National Association RHC
 - Infection Control
- Sierra Health Foundation
 - \$15,000 for Telehealth
 - New unit for Indian Valley Medical Clinic
- PRIME- Public Hospital Redesign and Incentives in Medi-Cal
 - Approved by CDHP and has gone to CMS for final approval in the next 6 weeks
 - Funds provided through Inter-governmental transfer (IGT)
 - \$1.5 Million gross over 5 years
 - \$375,000 first installment for implementation of which we will put up half for the IGT

E. Financial Report – Caleb Johnson, CFO

- Caleb reviewed the financial report for the month of May as well as the ongoing Revenue Cycle Updates.
- -Total AR: \$8,461,451.84
 - AR 120+ Days: \$2,501,818.45
 - % over 120 Days: 29.6%
 - Average Daily Revenue: \$126,682.61
 - Gross AR Days: 66.79 days
 - May Gross Revenue: \$4M+

F. Approval of Medical Staff Credentials- Jeffrey Kepple MD, CEO

Appointments:

Katherine Hemela, MD	Psychiatry	Telemedicine
Quang Vo, MD	Rheumatology	Telemedicine
Maria Roces, DDS	General Dentistry	Provisional
John Petrini, DDS	General Dentistry	Provisional

Reappointments:

Dan Bolton, III	Emergency Medicine	Courtesy
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Director Wickman moved to approve the medical staff credentials as presented.
Director Flanigan seconded. Motion carried.

VIII. Board Education:

Included in the board packets were PDH conference room calendars for June and July, hospital/healthcare related news articles.

IX. Director Remarks:

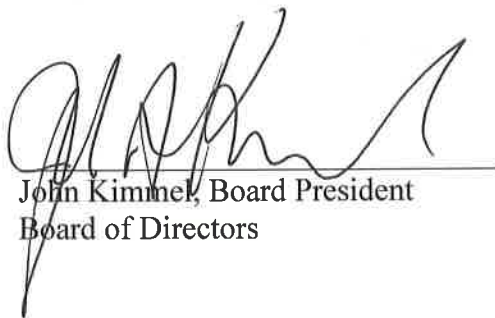
Director Kimmel: None
Director Satterfield: None
Director Price: None
Director Wickman: None
Director Flanigan: None

X. Next Board Meeting

The next board meeting is scheduled for July 7, 2016 at 4:30pm.

XI. Adjournment

There being no further business to discuss, the meeting was adjourned at 7:15 p.m.


John Kimmel, Board President
Board of Directors


Valerie Flanigan, Board Secretary
Board of Directors