

July 7, 2016

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS

Page 1 of 6

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

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

BOARD MEMEBERS ABSENT: Kathy Price

OTHERS PRESENT: Jeffrey Kepple MD, 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 Flanigan moved to approve the agenda as presented. Director Satterfield
seconded. Motion carried.

**III. Approval of Minutes from the Regular and the Special Board Meetings on June
9, 2016**

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

**IV. Measure A Oversight Committee- Series A Termination and Series B
Appointment**

Director Wickman moved to terminate Series A of the Measure A Oversight
Committee to allow for Series B of the Measure A Oversight Committee to
commence. Director Satterfield seconded. Motion Carried.

Director Satterfield moved to appoint Series B of the Measure A Oversight
Committee to oversee the new Bond Funding. Director Flanigan seconded. Motion
Carried.

V. **Approval of Resolution 2016-2- Establish a checking account at Plumas Bank for the General Obligation Bonds, Series B (2016), proceeds**

Director Satterfield moved to approve Resolution 2016-2 by roll call vote. Director Wickman seconded. Motion Carried.

AYES: Valerie Flanigan
John Kimmel
Mark Satterfield MD
Bill Wickman

NAYES: None

ABSENT: Kathy Price

VI. **Approval of Resolution 2016-3- "RESOLUTION OF THE BOARD OF DIRECTORS OF THE PLUMAS HOSPITAL DISTRICT AUTHORIZING THE ISSUANCE AND SALE OF THE DISTRICT'S GENERAL OBLIGATION BONDS, ELECTION OF 2008, SERIES B (2016), IN THE AGGREGATE PRINCIPAL AMOUNT OF NOT TO EXCEED \$1,200,000"**

Director Wickman moved to approve Resolution 2016-3 by roll call vote. Director Satterfield seconded. Motion carried.

AYES: Valerie Flanigan
John Kimmel
Mark Satterfield MD
Bill Wickman

NAYES: None

ABSENT: Kathy Price

A member of the public, Skip Alexander, asked if there was any wording in the resolution "Of not to exceed a certain amount for \$100,000"? He stated that when Measure A went to Board of Supervisors it was stated that it was an unlimited tax. Gary Hicks answered that this bond resolution refers to the fact that it is not an unlimited tax. It is a limited tax. It is not specified that it is \$50 per \$100,000. The tax rate that is set cannot exceed that \$50. If for some reason there is a short fall in the difference between that amount collected at \$50 or less per \$100,000 and the actual amount of debt service on the bonds, it will be required that the district for operations fund that shortfall. This is the only GO Bond Measure in the State of California for a Healthcare District that is not an unlimited tax.

VII. Regular Staff Reports

A. CEO Report- Dr. Jeffrey Kepple, CEO

- The Smoke Free campus campaign began July 1. Leann Kennedy applied for a small grant from 10,000 Lives and we received \$350 to go towards our smoke free campus signage.
- Congratulations to Darren Beatty on his new position at PDH.
Job Title: Emergency Preparedness and Special Projects Manager
Reporting Structure: Direct Report to CEO
Brief Description: Oversee all aspects of PDH Emergency Preparedness, in collaboration with CCO, to meet the standards set forth by the Joint Commission. Lead, co-lead, or assist in special projects as directed by the CEO or Management Council. Participate in task forces assembled to address special projects, reporting progress to CEO or to MC upon invitation or on an as needed basis. Provide strong leadership and impetus for project completion, while remaining a team player for Department Managers, Senior Managers/Directors, and CEO, CFO, and CCO.
- Careflight update:
 - Darren and the team wrote up a “wish list” of what we would want if we had another company come in and takeover our ambulance service. Careflight met every single one of our needs. Careflight ground is a first time service for Careflight.
 - PDH has subcontracted with REMSA/Careflight, we still own the ambulance, and we can still operate ground service if this partnership doesn't work out.
 - The employees are very happy with the transition, and REMSA has full invested in our hospital district, our employees, and our patients. Sam Blesse has been named the supervisor of ambulance services by REMSA/Careflight.
 - There will be a nurse helpline installed and will go live as soon as they get a 1 (800) phone number established. This will cut down on unnecessary ER visits for people who may not actually need to come in but have a question or need assistance.
 - They have purchased a brand new Ford Explorer for a quick response transport that will be staffed as well as a full ambulance staffed.
- Retail Pharmacy: Dr. Kepple shared that they have selected a space downtown for the retail Pharmacy. The space is located on Main Street next door to the Bargain Boutique. The search is on for a full time pharmacist who wants to live and work here in our community. Darren and Caleb have been working with a 340B program with rite aid. They signed up on the federal government's

program website to be eligible for 340b with Rite Aid. They can go live with Rite Aid on October 1 and will start to see cost savings November 1.

- Measure A: With the board of director's approval, UHG has confirmed that we will receive \$1.2M from the bond buy out at a blended interest of 1.95%. The money will be deposited in an account for tracking purposes by the end of July or early August.
 - The money will be used for special projects and 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
- Hospital Leadership and Management Council will be taking periodic walks in small groups into your work areas across the campus. The goal is to make observations primarily focused on what a patient sees and hears. The word "Gemba" is a Japanese word the means "real place", but used in the business context it refers to "the place where value is added". Our initial focus will be on the appearance and aesthetics of these places, however these walks can be used for patient flows, employee processes and workflows, yet generally within the context of space. Input from staff and patients are highly welcomed and encouraged.
- We are revamping our PDH website. The Plumas Healthcare Foundation has donated \$4,000 to support the upgrade.

B. Financial Report – Caleb Johnson, CFO

- Caleb reviewed the finances for June 2016. He said that while cash wasn't as high as May or April, we are closing out our fiscal year very strong in comparison to years prior.
- We are pursuing a working capital loan through the HELP II Loan Program with California Healthcare Facilities financing authority. Caleb will be attending the August 4th CHFFA Board Meeting in Sacramento. The board of directors expressed no opposition.

- Total AR: \$8,484,713.41
- AR 120+ Days: \$2,636,142.88
- % over 120: 31.1%
- Avg Daily Rev: \$125,719.18
- Gross AR Days: 67.49

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

Appointments:

David Asmuth, MD	Infectious Diseases	Consulting
Samuel Medrano, MD	Emergency Medicine	Provisional
Zachary Lipman, MD	Pain Management	Courtesy

Reappointments:

Steen Jensen, MD	General Surgery	Active
Steven Thompson, MD	Gynecology	Courtesy
Eric Saxman, MD	Emergency Medicine	Courtesy

Advanced Privileges:

Ben Hunt, MD	General Surgery	Provisional to Active
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Director Flanigan moved to approve the medical staff credentials as presented.
Director Wickman seconded. Motion carried.

VIII. Board Education:

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

IX. Director Remarks:

Director Satterfield: Director Satterfield remarked how great the relationship with REMSA/Careflight has been, stating that PDH made the right decision in choosing to partner with them for our Ambulance Services. He also said how nice it is to see that we are moving forward with a new website.

Director Wickman: Director Wickman stated that The Plumas Healthcare Foundation is partnering with West End Theater in promoting their play Oliver! The Foundation is offering up appetizers and champagne. West End Theatre and PHCF will split the