

August 4, 2016

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

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

BOARD MEMEBERS ABSENT: Bill Wickman

OTHERS PRESENT: Jeffrey Kepple MD, Lisette Brown RN, CCO, 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 July 7, 2016

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

IV. Notice of Claim Action: Ms. Scholer- \$1,000.00 settlement through Program Beta

V. Resolution 2016-4: Establish a checking account at Plumas Bank for the California Health Facilities Financing Authority Help II loan proceeds

Resolution 2016-5: RESOLUTION OF THE BOARD OF DIRECTORS OF THE PLUMAS HOSPITAL DISTRICT AUTHORIZING THE EXECUTION AND DELIVERY OF A PROMISSORY NOTE, LOAN AND SECURITY AGREEMENT, UCC-1 FINANCING STATEMENT AND CERTAIN ACTIONS IN CONNECTION THEREWITH FOR THE CALIFORNIA HEALTH FACILITIES FINANCING AUTHORITY HELP II LOAN PROGRAM

Director Satterfield motioned to approve both Resolution 2016-4 and 2016-5 by roll call vote. Director Price Seconded. Motion Carried.

AYES: Valerie Flanigan
John Kimmel
Mark Satterfield MD
Kathy Price

NAYES: None

ABSENT: Bill Wickman

VI. **Regular Staff Reports**

A. **Special Manager Report- Shawn Rader, Dental Clinic Supervisor**

- Dr. Maria Roces has been well received by the patients of the dental clinic with 11 years in dentistry. There has also been positive feedback by patients regarding Dr. Petrini, who also sees patients at EPHC.
- The Dental Hygienists have had full schedules and are doing an excellent job at educating patients on dental hygiene.
- There have been 25-35 patients daily and the schedulers are accepting walk-ins for emergency dental care to help alleviate dental traffic from the ER.

B. **Matt Brown and Dean Dow of REMSA**

- July has been a busy month in the ED with 80 patient contacts. There were 65 patient transports with only 1 outside resource. The staff is working hard and REMSA is enjoying their partnership with PDH.
- The Quick Response Vehicle has been fully staffed as of August 1st.
- Eddy Mutch has been promoted to paramedic after completing his training and certification.

C. **CEO Report- Dr. Jeffrey Kepple, CEO**

- Karen Schad will be taking over the Downtown Pharmacy Project on her own. She approached Dr. Kepple and the Pharmacy Task Force and expressed her dream of opening a downtown pharmacy here in Quincy. She proved to have done her homework and have all of her facts straight and ducks in a row to get the licensure in place. She is going to go forth with the same location next to the Bargain Boutique on Main Street.
- Contract Labor- PDH is focusing on reducing contract labor. We will begin aggressively recruiting with the focus on retention of

RN's, LVN's, and CLS's. The CHA has stated that there is not one hospital in California not looking for CLS's. This makes for a very competitive salary war among hospitals recruiting for Lab Scientists.

- With the Measure A money in place there are several projects underway and will hopefully be completed within the next 4-6 months:
 - A new roof and fire escape at QFM
 - Hospital roof repair
 - Emergency power including generator for Dental
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 - Hospital corridors floor replacement
 - Add bathroom in North Fork
- Darren Beatty is now in charge of Facilities and Operations and will be working with Mike O'Massey on the Measure A Projects.

D. CCO Report- Lisette Brown RN, CCO

- Rural Health Center- Volume in July:
 - Medical Clinic- 2207 Patient visits with 71 new patients
 - Dental Clinic- 404 Patient visits
- Candice Coursey NP to take Amber Freemans place in facilitating telemedicine oncology visits with Tahoe Forest.
- IVMC got more internet bandwidth installed last week so telemedicine visits will be able to be offered soon.
- PRIME Project:
 - Focuses on Chronic Pain Management
 - Received our first installment of incentive monies of \$187,500
 - Working on:
 - o Building out the infrastructure for tracking and reporting
 - o Building a formalized pain management program that will encompass the medical and dental clinics as well as the hospital
 - o Increasing collaboration with other public agencies.
- Quality Improvements:
 - Patient visit through put times
 - Medication reconciliation
 - Patient Access: Trying out different scheduling options to increase same day visit availability.
 - Decreasing no show rates
- ED transition is still underway
 - Currently have ED tech
 - Still hiring to have 24 hours registration available
 - Utilizing LEAN methodology to improve patient and staff workflow. Dr. David Belson from USC facilitated the workgroup

- OB volume is up:
 - Anticipating (14) deliveries this month.
 - Have new comfort measure option with the birthing tub, birthing stool and soon – peanut balls.
 - Nursing Staffing is critical with efforts on a new recruitment campaign.
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- Quality program:
 - New Quality Review Reports will be implemented this month with an electronic reporting method.
 - Improved forms to promote quality and safety and ability to pull reports and trend data.
- Utilizing LEAN methodology to standardize processes to include:
 - Reorganizing supply areas for efficiency and to eliminate waste
 - Restructuring meetings into consolidated groups with common members and overlapping requirements.
 - Reviewing use of office and hospital space for maximum efficiency.

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

Appointments:

Jordan Frazer NP	Pain Management	AHP
Anupam Chahal MD	Rheumatology	Telemedicine

Reappointments:

Timothy Huber MD	Emergency Medicine	Courtesy
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Director Flanigan moved to approve the medical staff credentials as presented.
Director Wickman seconded. Motion carried.

VII. Board Education:

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

VIII. Director Remarks:

Director Satterfield: Director Satterfield stated how hard it is to strike the right balance between building projects and contracting local vs. outside contracts is very much like striking the right balance between treating sick patients here and knowing when it's the right time to transfer them out in a timely way. Despite all efforts we

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can't always give them the right care locally as they can get in larger hospitals. He also stated that the LEAN program is just outstanding and how the GEMBA walks are great and having outside eyes looking at our facility is very helpful.

Director Flanigan: Director Flanigan stated that she agreed with Director Satterfield in his statements. She stated that the LAFCo situation is mind-boggling and somewhat archaic. She shared that April was her 10 year anniversary on the board and very grateful for this opportunity and how much she has learned during her time served. She thanked the hospital for its continued passion about being a frontier hospital and its continued OB care.

Director Price: Director Price stated that she met with Matt Brown from Care Flight/REMSA and she is very impressed and encouraged by all of the work they are doing in the Emergency Department. She also mentioned that the Opening Gala and presentation of the play Oliver! at the West End Theater, a joint fundraiser for WET and the Plumas Healthcare Foundation was happening on Friday, August 5.

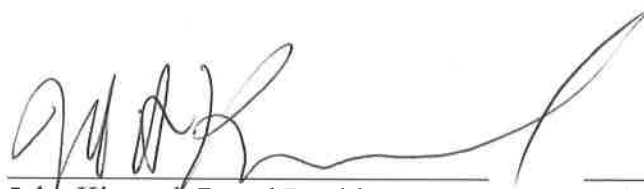
Director Kimmel: Director Kimmel stated that he wrote the letter to LAFCo on his own and he didn't mean it to be from everyone. He shared that he went to the ER in Willits with his mother and he was very impressed with their practices, processes and their facility.

IX. Next Board Meeting


The next board meeting is scheduled for September 1, 2016 at 4:30pm.

X. Adjournment

There being no further business to discuss, the meeting was adjourned at 6:00 p.m.



John Kimmel, Board President
Board of Directors



Valerie Flanigan, Board Secretary
Board of Directors