

September 1, 2016

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

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

BOARD MEMEBERS ABSENT: John Kimmel, Kathy Price

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

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

II. Approval of Agenda

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

III. Approval of Minutes from the Regular Board Meeting on August 4, 2016

The approval of the minutes was tabled until the next board meeting on October 6, 2016 due to the absence of board members.

IV. Resolution 2016-6: General Obligation Bonds Series B Property Tax rate 2016-2017

Director Satterfield motioned to approve Resolution 2016-6 by roll call vote and Director Wickman seconded. Motion Carried.

AYES: Valerie Flanigan
Bill Wickman
Mark Satterfield MD

NAYES: None

ABSENT: Kathy Price
John Kimmel

V. Regular Staff Reports

A. CEO Report- Dr. Jeffrey Kepple, CEO

- LAFCO update- The LAFCO board voted 3-2 in favor of the “Sphere of Influence” to move forward. The 4 hospital districts have joined forces and sent a letter and a deposit requesting a rescind of the vote. The PDH board of directors agreed that this was the best course of action in regards to their action.
- Recruitment- PDH is actively looking to recruit a family practice physician who wants to work in the ER part time.
- Lobby/Entry/Nurse Station Remodel- Dr. Kepple is pushing hard on the architect to get the bid for the remodel finished. The floor plans have been sent to the contractors and we have received back 2 out of 3 proposals. We are looking at about \$800 per square foot for the cost.
- There have been some under budget cushions in some of the Measure A projects: The bathroom remodel in the North Fork Clinic is almost complete, the blue prints for the generators for QFM and the Dental clinic are being drawn up, the electrical upgrades, the repair option for the roof, and the HVAC system have all came out under the proposed budget, leaving us some wiggle room for the more expensive projects ahead.
- Dr. Kepple shared an overview of the Inspired Excellence presentation that he shared with Leadership.
- Dr. Kepple introduced Matt Brown from REMSA and explained that he will be giving monthly updates to the board for a while and then will scale back to quarterly updates.

B. Matt Brown of REMSA

- Matt Brown shared some stats for the month of August with the Board of Directors:
 - Call Volume- 68 total calls
 - Flight volume- 4 total (1 cancelled)
 - EMD calls- Approx 45 911 calls EMD'd by REMSA dispatch
 - The new QRV is here and running smoothly, Plumas 2 is back from service after repairs and maintenance and is in good condition.
 - Nurse Hotline- AT&T should be able to make the switch over in mid Sept. REMSA is in the process of gathering county wide data for the NHL protocols.

C. CCO Report- Lisette Brown RN, CCO

- Lisette held a nursing forum with the nursing staff. There were no managers present. The nurses were able to voice their concerns without fear of backlash. Contract labor was a big concern. The contract nurses get paid high dollar to do small amounts of work. The nurses are spending too much time having to train them. Lack of support and communication from managers was a big concern as well.
- Darren Beatty will be recruiting at Butte College for nurses.
- New QRR- the Quality Review Reports are now online. The system is working really well. The training is almost complete for the staff.
- Transition in ER- Internally working on staffing up. It has been hard to fill the 24 hour registration staff positions.
- Clinics- There was a visit from Anthem Blue Cross to certify us for our Medi-Cal billing license. We received a score of 96%. They will be back in October to audit all 3 offices.
- Shawn Rader, Dental Clinic Supervisor, has taken over the position of Safety Officer. This is a 10 hour a week position in addition to his other duties.
- The FRC Career fair and the Butte College Career fair are coming up in a couple weeks and we will be attending both. There have been a few requests from HS students for mentoring here on campus.

D. CFO Report- Caleb Johnson MBA, CFO

- Caleb reviewed the financial highlights for June 2016:
Revenue Cycle Snapshot
 - Total AR: \$8,154,888
 - AR 120+ Days: \$2,095,489
 - % over 120: 25.7%
 - Avg Daily Rev: \$124,836.43
 - Gross AR Days: 65.32
 - Cash Collections: \$1,797,445.45 (includes PRIME \$375,000)
- Caleb reviewed the financial highlights for July 2016:
- Revenue Cycle Snapshot
 - Today:
 - Total AR: \$7,810,652
 - AR 120+ Days: \$2,356,856
 - % over 120: 30.2%
 - Avg Daily Rev: \$121,703.73
 - Gross AR Days: 64.18
 - August:

- Cash Collections MTD: \$1,640,896.51
 - Compared to July same time: \$1,080,190.78
 - Compared to June same time: \$1,629,919.48
 - June collections totaled \$1,880,696.11
 - So, August is an improvement over July and is trending toward \$1.8-\$1.9M
- Cash:
 - In the holding account: \$1,013,432.34
 - Available working capital (CHFFA): \$1,056,562.05
 - Pending working capital reimbursement: \$366,203.46
 - Available line of credit (Plumas Bank): \$215,536.87
 - (AP today: \$1,349,085.07)

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

Appointments:

Joseph Schad DO Family Medicine and Obstetrics Active

Director Wickman moved to approve the medical staff credentials as presented.
Director Satterfield seconded. Motion carried.

VI. Board Education:

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

VII. Director Remarks:

Director Wickman: Director Wickman commented that the Starry Mountain Nights was a great success. It was nice to see new faces and a younger crowd than ever before. Thank you to Tiffany Leonhard and Dr. Kepple for all their hard work for the Foundation and the event.

Director Flanigan: Director Flanigan commented that Starry Mountain Nights was very nice. Thank you to Dr.Kepple for all his work on the LAFCo situation. Director Flanigan mentioned that she has been at the hospital a lot lately visiting friends and she noticed that when you walk in that the nurses station is blocked and not easy to see and you can see that the signage could be better for visitors that are not familiar with the hospital. It will be nice when the new lobby/nurses station renovation is

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Page 5 of 5

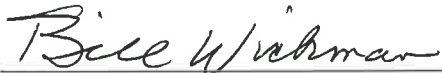
complete; there will be much better security because the nurses will be able to see the entrance better.

VIII. Next Board Meeting

The next board meeting is scheduled for October 6, 2016 at 4:30pm.

IX. Adjournment

There being no further business to discuss, the meeting was adjourned at 6:06 p.m.



Bill Wickman, Board Member
Board of Directors



Valerie Flanigan, Board Secretary
Board of Directors