

October 4, 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, John Kimmel, Kathy Price

BOARD MEMEBERS ABSENT: None

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 Wickman seconded. Motion carried.

III. Approval of Minutes from the Regular Board Meeting on August 4 and September 1, 2016

Director Satterfield moved to approve the minutes from August 4, 2016. Director Flanigan seconded. Motion carried.

Director Wickman moved to approve the minutes from September 1, 2016. Director Satterfield seconded. Motion carried.

IV. Special Manager Report-Tiffany Leonhardt, Patient Experience Manager

- Tiffany Leonhardt hared with the board her position duties as Patient Experience Manager. She is currently working on Department Improvement Projects as well as overseeing the Dietary Department, the Dental Clinic, Patient Access, and Community Relations.

V. Emergency Department Update- Matt Brown, REMSA

- Matt Brown of REMSA/Care Flight gave an update for the month of September to the board:
 - Call Volume: 78 Total Calls
 - EMD Calls: 46 911 calls EMD'd by REMSA dispatch
 - Vehicles: All vehicles are running well, and snow tires will be installed in November.
 - Nurse Hotline: A new 800 number has been assigned for the NHL. Matt has met with staff at PDH to discuss the rollout.
 - Community: Sierra Saver Cards and Brochures have arrived and marketing will begin soon. Eddy Mutch has taught 4 Public CPR classes with 30 people certified. Matt is actively working on Heart Safe Community, child safety seats and Cribs for Kids education for the community.
 - Staff: The ED staff is working hard, and performing well and no sick calls.
 - Crew Quarters: The crew quarters are almost finished and looks great- the staff is very happy with their new space.

VI. Regular Staff Reports

A. CEO Report- Dr. Jeffrey Kepple, CEO

- Dr. Kepple, Caleb Johnson, Tiffany Leonhardt and Darren Beatty attended the Hospital Council Summit last week. They were all inspired by the different speakers; in particular, Dr. Kepple said he enjoyed the presentation by Huggy Rao, who presented "Scaling Back to Scale Up Excellence."
- There will be a Rural Prime student Melanie Kappula coming to PDH for a rotation. She is a 3rd year medical student and will be working with Dr. Ali Hunt.
- Measure A Projects- The roof repair on the QFM building is complete. The building looks very nice with the skylights removed. The roof repair on the main hospital is also finished. The internet cabling project is still in the process but is close to completion. The pads for the new generators at QFM and the Dental building will be poured soon. The bathroom remodel in North Fork is almost finished.
- Dr. Kepple has had multiple meetings with the architect regarding the lobby/nurse's station remodel. They are looking at variations to match our budget and ideas.
- Dr. Kepple discussed the upcoming ballot initiatives. He voiced his opinion and said he is in agreement with the CHA in voting yes on Propositions 52, 55, and 56, and No on Propositions 53 and 64.

B. CCO Report- Lisette Brown RN, CCO

- The EMR upgrade for OB Tracevue is about finished.
- Express visits will be implemented into the clinic provider schedule. There will be 6, 10 minute time slots available. The providers will take turns adding these to their schedules. These visits will fully roll out in November.
- Wellness Home Visits- Lisette is working with Matt Brown and the Emergency Dept. to roll this out.
- Pharmacy & Therapeutics and MERP- Jeff Monaghan is doing a great job with the help of Vanessa and Tomala.
- The hospital and clinics have all been very busy.

C. CFO Report- Caleb Johnson MBA, CFO

- Caleb reviewed the financial highlights for August 2016:
 - Total AR: \$7,564,363.79
 - AR 120+ Days: \$2,589,889.34
 - % over 120: 34.4%
 - Avg. Daily Revenue: \$115,137.67
 - Gross AR Days: 65.70
 - Cash Collections: \$2,025,964.63
(September: Cash Collections- \$1,964,754.88)
- IGT Update:
 - PY 2015-16 AB 113 (NDPH) IGT
 - o Received \$196,674 9/20/16
 - o Full \$197K reflected in September Cash Collections
 - 2014-2015 Voluntary Rate Range IGT
 - o Delayed- May be next week- no guarantees
 - PRIME (Public Hospital Redesign and Incentives in Medi-Cal)
 - o Delayed as well
- Jim Carris, Consultant, former CFO at Aspen Valley Hospital is scheduled to be onsite the week of October 24th to survey Dr. Kepple and Caleb's roles as CEO and CFO. The fee for this consult is being paid for by the WHA (minus travel and lodging.)

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

Appointments:

Erin Barnes MD Family Medicine and Obstetrics Active

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

October 4, 2016

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS

Page 4 of 4

VII. Board Education:

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

VIII. Director Remarks:

Director Satterfield: Director Satterfield shared that he is really impressed with the current Medical Staff and that he is proud to be a part of such an outstanding group of doctors. He also stated that we are lucky to have such top notch specialists like Dr. Kanellos and Dr. Freeman see patients at our hospital.

Director Price: Director Price remarked that the new signage for the hospital and the clinics is wonderful. She also stated how great it is to have the Smoke Free Campus implemented and going smoothly. Karen Schad spoke at the volunteers and everyone is excited about the new Pharmacy that will be opening in March. Director Price asked if we can change the Board Meeting date in November because she will be on vacation.

Director Flanigan: Director Flanigan remarked how nice it is to have a robust and youthful medical staff. She shared that the volunteer meeting was great and the ladies are working hard at the bargain boutique and making money for the hospital. She also stated that it was great to see her son working on the roof at QFM with Wilcox Construction and that PDH is keeping jobs local when whenever possible.

Director Kimmel: Director Kimmel stated that there has been a growth of \$900,000 from last year and that is a big improvement. He is also excited about the new impending pharmacy and that we are very lucky to have such a dedicated person to take over that project.

IX. Next Board Meeting

The next board meeting is scheduled for November 3, 2016 at 4:30pm.

X. Adjournment

There being no further business to discuss, the meeting was adjourned at 6:30 p.m.



John Kimmel, Board President
Board of Directors



Valerie Flanigan, Board Secretary
Board of Directors