

January 5, 2017

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS

Page 1 of 4

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

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

BOARD MEMEBERS ABSENT: None

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

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

John Kimmel called the meeting to order at 4:35 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 Board Meeting on November 3, 2016

Director Satterfield moved to approve the minutes from November 3, 2016. Director Flanigan seconded. Motion carried.

IV. Election of Officers

Director Wickman made a motion to retain John Kimmel as Chairman and Valerie Flanigan as Secretary of the Board of Directors for the year 2017. Director Price seconded. Motion Carried.

V. Special Manager Reports

Greg Perkins, Radiology Manager and Brian Walmer, Respiratory Manager both gave the Board of Directors an update on their departments and a brief description of their scope of practice and duties as managers here at Plumas District Hospital.

VI. Regular Staff Reports

A. CEO Report- Dr. Jeffrey Kepple, CEO

- PDH received the Joint Commission Certification for the Laboratory. Stephen Mountford is our interim lab director and doing a fantastic job. Christine Flaherty a Lab Consultant from Sutter will be visiting PDH next week as weather permits.
- DON Candidate Candy Vculek will be interviewing with the staff tomorrow, Friday, January 06, 2017. She comes with a wealth of experience and knowledge in nursing administration and is looking to relocate to a rural hospital atmosphere where she can spend more time in both patient care and administration.
- Darren Beatty gave an update on Measure A Series B Projects:
Generators: The generator at the dental clinic which also covers the ED Quarters is completed. The generator at QFM which also covers the admin building will be completed Friday, January 5.
Lobby: Waiting on the drawings to be completed by architect so we can receive bids.
Nurse Call System: Lisette is reviewing the bids form the two local contractors.
Hospital Flooring: The contractor will begin laying the hospital flooring on January 16th.
Hospital Exterior: The first phase of the hospital exterior upgrade will be the placement of pre-painted hardy board. The color is still to be determined.
- Matt Brown of REMSA/Care Flight gave an update for the month of December to the board:
Calls: 57 transports, 7 AMA/CX, 14 ITF, 50 Scene
Flights: 4 IFT, 1 scene by Care Flight
EMD Calls: 39 911 calls EMD'd by REMSA Dispatch
Vehicles: No major issues, P3 will go to Reno for turbo issue and checkup
NHL: 49 calls for service forwarded to NHL by PDH
Community: 4 CPR classes and 24 students certified. 6 AED's (\$1400 each) donated to PCSO for patrol vehicles, 2 more donated to local businesses.
- Lisette Brown RN, CCO gave a nursing update: The clinics have been busy especially the Dental Clinic with 331 visits in December. The new RN Care Coordinator position has been filled and she began on Tuesday. The Nursing Assistant will begin their Injection Training to broaden their scope of practice. The new RN Clinical Ladder has been implemented. There has already been interest among the nurses and they will have to fill out application to begin the process of climbing up the clinical ladder as well as participate in Quality and Professional Development. There is a review committee for the applications and an oversight committee in place to address any issues or questions that may arise during the process. The

IV pumps in the hospital are going to be replaced. The tubing for our current pumps is no longer being manufactured.

- Dr. Kepple welcomed Cindy Crosslin back from her leave of absence.

B. CFO Report- Caleb Johnson MBA, CFO

- Caleb reviewed the financial highlights for November 2016:
 - Total AR: \$7,018,053.36
 - AR 120+ Days: \$2,208,511.81
 - % over 120: 31.5%
 - Avg. Daily Revenue: \$111,713.52
 - Gross AR Days: 62.80
 - November Cash Collections: \$1,725,334.13
 - December Cash Collections: \$1,863,490.39
 - Cash in holding account: \$747,728.90
 - Available working capital (CHFFA): \$255,399.47
- IGT Update:
 - 2014-2015 Voluntary Rate Range IGT
 - o Submitted \$947,000 on November 2, 2016
 - o Expected reimbursement mid to late January or early February
 - PRIME (Public Hospital Redesign and Incentives in Medi-Cal)
 - o Received \$1.15M October 31, 2016
- Fiscal Year 2017 Budget: Caleb reviewed the budget including the wage review analysis that was approved by the Finance Committee on January 3, 2016. He will email the board the budget electronically and the board will review and approve at a Special Board Meeting set for Monday, January 9, 2017.

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

Appointments:

Thomas Semrad MD	Oncology	Telemedicine
Joel Younger MD	Neurology	Telemedicine
Mark Miller MD	Radiology	Telemedicine

Reappointments:

Laura Lazenby FNP	Family Medicine	AHP
Janet Thompson NP	Women's Health	AHP
Eric Goldberg MD	Radiology	Consulting

Advancement of Privileges:

Samuel Medrano MD	Emergency Medicine	Provisional to Courtesy
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Director Flanigan moved to approve the medical staff credentials as presented.
Director Satterfield seconded. Motion carried.

VII. Board Education:

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

VIII. Director Remarks:

Director Wickman: Director Wickman thanked Lisette for her work on the Medical Policies and keeping him updated. He thanked Caleb for the hard work on the wage analysis. He also thanked Dr. Kepple for his continued leadership at PDH.

Director Satterfield: Director Satterfield seconded Director Wickman's comments.

Director Price: Director Price also agreed with the comments made by Director Wickman and she remarked how nice it is to be back to business after the holidays.

Director Flanigan: Director Flanigan remarked how grateful she is for the young and talented team that has such maturity and depth here at Plumas District Hospital. She also thanked Matt Brown of REMSA for his update and that she has had positive feedback about the service REMSA provides.

Director Kimmel: Director Kimmel remarked that it's great to see everyone step up in times that may be discouraging. It's a sign that good things are happening if we are even talking about wage increases in a time when so many other critical access hospitals are struggling. We will keep doing what we do and doing it well and everything that we have been working hard towards will come to fruition.

IX. Next Board Meeting

The next board meeting is scheduled for February 2, 2017 at 4:30pm.

X. Adjournment

There being no further business to discuss, the meeting was adjourned at 6:50 p.m.



John Kimmel, Board President
Board of Directors



Valerie Flanigan, Board Secretary
Board of Directors