

May 4, 2017

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

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

BOARD MEMEBERS ABSENT: None

OTHERS PRESENT: Jeffrey Kepple MD, Christie Brawley (Recording Secretary), Caleb Johnson, CFO, Darren Beatty, Cindy Crosslin and members of the public

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

John Kimmel called the meeting to order at 4:32 p.m. and invited public input.

II. Approval of Agenda

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

III. Approval of Minutes from the Regular Board Meeting on April 6, 2017

Director Wickman moved to approve the minutes from the regular meeting on April 6, 2017. Director Flanigan seconded. Motion carried.

IV. Special Manager Reports

Kay Lund RD, Dietary Director and Mandy Hovland, Patient Access Manager bot gave the board an update and overview of their departments.

V. Regular Staff Reports

A. CEO Report- Dr. Jeffrey Kepple, CEO

- The Health Fair will begin next week- The results will be available on Lumeris as well as a copy given to the patient.
- The IV Pumps have been purchased with the Municipal Lease and will go live in June.

- The ED is working on a new workflow process and triage to ensure more privacy for patients.
- Quincy has been named a Heart Safe Community- the first rural community in California to reach this goal that was headed up by Careflight.
- The Community Supper was a great success with 133 meals served at the Methodist Church in Quincy.
- There is a candidate interviewing for the Lab manager position. Her name is Dawna Chapman and she comes with a very impressive background from Yuma, AZ.
- Referral Bonuses will possibly be opening up to community members in an attempt to recruit high quality staff and eliminate high cost clinical traveling staff.
- Kim Homolak a PA who is completing a 5 year accelerated PA program in May has accepted a position with PDH. She graduated May 8 and will take her boards on May 20th. She should complete licensure in July.
- Pat Everhart RN has accepted the position of CNO and will begin work at PDH on May 15th.
- Allevant our Transitional Care Program will go live on July 1, 2017. This will give our new CNO time to get acclimated to her new position.
- The Strategic Planning Session will be held on May 30, 2017 at the Mineral Building at the Plumas-Sierra County fairgrounds. This meeting is open to the public and employees, managers, and board members are encouraged to attend.

B. CFO Report- Caleb Johnson MBA, CFO

- Caleb reviewed the financial highlights for March 2017:
 - Total AR: \$7,355,971.73
 - AR 120+ Days: \$1,964,542.85
 - % over 120: 26.7%
 - Avg. Daily Revenue: \$110,765.96
 - Gross AR Days: 66.41
 - March Cash Collections: \$1,670,367.13
 - April Cash Collections: \$1,455,160.95
 - Cash in holding account- \$1,878,499.97
 - Available working capital (CHFFA)- \$255,399.47
 - Municipal Lease Financing Update:
 - Brief Update: IV pumps have arrived, expected to go live June 1. The Medication Dispensing System deal is close to closing. Arxium is working directly with Toshiba to work out payment.
 - FY2018 Budget- Cindy Crosslin has been working hard to resurrect a highly detailed spreadsheet that breaks out the budget into individual departments. Jan will be putting together spreadsheets for expected labor

for FY2018 per department. Caleb will be sitting down with managers in the next few weeks to create a meaningful budget by May.

- HIM Manager- the candidate that appeared to be promising did not work out. The position remains open.

- Dr. Kepple and Caleb Johnson discussed the hospital's current financial position, including how this fiscal year is comparing to the last several. FYs 15 and 16 experienced 12% growth over their prior years, respectively, and FY17 looks like it will not continue that trend, rather that we could expect a plateauing of revenue. This is driven in large part due to a poor February, slight rebound in March, and another poor April. Low revenue months translate into subsequent tight cash months, and leadership was asked to tighten their belts where possible. Johnson commented on the reimbursement implications when expenses outgrow revenue, where short-term losses are mitigated by mid- to long-term supplemental payments via IGT and/or cost report. Dr. Kepple commented on the growing expense associated with contract labor and efforts underway to reverse the trend.

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

Reappointments:

Michael Marchesseault MD Emergency Medicine Courtesy

Jeffrey Kepple MD Family Medicine Courtesy

Director Wickman moved to approve the medical staff credentials as presented.

Director Flanigan seconded. Motion carried.

VI. Board Education:

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

VII. Director Remarks:

Director Price: Director Price announced that she is leaving on vacation on May 30th and will not be at the next board meeting.

Director Flanigan: Director Flanigan shared that she has strong hope for the hospital despite the stressful financial times we are currently facing.

Director Kimmel: Director Kimmel also said that he is hopeful and despite of the dips that we are seeing, he feels positive that with the team here at PDH things will turn around.

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VIII. Next Board Meeting

The next board meeting is scheduled for June 1, 2017 at 4:30pm.

IX. Adjournment

There being no further business to discuss, the meeting was adjourned at 6:45 p.m.



John Kimmel, Board President
Board of Directors



Valerie Flanigan, Board Secretary
Board of Directors