

June 1, 2017

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

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

BOARD MEMEBERS ABSENT: Kathy Price

OTHERS PRESENT: Jeffrey Kepple MD, Christie Brawley (Recording Secretary), Caleb Johnson, CFO, Pat Everhart, CNO, Lisette Brown, CCO, 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 May 4, 2017

Director Flanigan moved to approve the minutes from the regular meeting on May 4, 2017. Director Wickman seconded. Motion carried.

IV. Measure A Oversight Committee Annual Report

Kitty Gay presented the Measure A Oversight Committee Annual Report to the board. The committee met 4 times in 2016 and oversaw the revival of Measure A Series B to fund facility upgrades.

V. Regular Staff Reports

A. CEO Report- Dr. Jeffrey Kepple, CEO

- The Strategic Planning Session was a day well spent. Leadership met the next day and reviewed the goals and objectives from the session the day before.
- We are still recruiting for a Laboratory Director. We have recruited 1 new OB Nurse, 1 new Med-Surg Nurse, and a PA, Kim Homolack who will

begin after her California license is in place in July. We have a PA, Lori Holonsik coming to PDH to cover Dr. Barnes while she is on maternity leave.

- We changed architect firms for the lobby/nurse station remodel from MM&R to Aspen Architects. The smaller firm was a better fit for our hospital and the price was considerably lower as well.
- PDH will be recruiting for nurses, MD's and CLS at High Sierra Music Festival. We have also ramped up the referral bonus for hard to fill positions.
- The PDH Volunteers donated \$40,000 for the new sonosite. It was put to use immediately upon arrival right out of the packaging.
- The Allevant Transitional Care Program will kick off July 7th. The CEO, Mark Lindsey will be on campus to meet with all of the staff. Candice Coursey will help oversee this program and will be the first Mid-Level provider in PDH history with hospital privileges. Pat Everhart is helping with getting buy-in from the nursing staff.
- 14 of 18 counties participated in a conference call with Partnership Health, the Community Organized Health System. This was a discussion regarding the unhappiness working with the For-Profit California Health & Wellness. In order to get on board with Partnership, the board of supervisors of each county has to vote on it when the managed Medi-Cal comes up to bid.
- June 13, Dr. Kepple has a call with UC Davis regarding the Rural Center of Excellence Program. Maureen McKenna, an attorney and Nurse Practitioner who also is ahead of their regional affiliations. She sees our candidacy needing more quantity of time, more students, and more clinical programs before we qualify for that award.

B. Nursing Report- Lisette Brown RN, CCO

- Lisette is happy to have Pat Everhart RN, the new CNO here at PDH. They are working on transitioning and Pat will give nursing report next month.
- Lisette was at a CHA seminar and learned new things regarding compliance. She will be bringing some issues to the board and to Medical staff regarding compliance.
- Our Temperature Monitoring System is not fully functional yet. We need to get the rest of staff in serviced so it can go live.
- The hospital has been very busy inpatient. We have 2 swing bed patients and lots of babies born and lots looming.
- The nurse Call System and Central monitoring vendor outreach is underway. The vendors will be performing demos for us in the next couple weeks.
- There will be new signage and way finding going up in and around the hospital shortly. We are also working on addressing the noise level with new cleaning carts, fixing doors, and the new flooring is helping as well.

- The laboratory staff is hanging in there despite the staffing shortage; they are working hard and doing a great job. We had 326 participants in the Health Fair and they powered through that.
- Clinic Visits in April- 1686 Primary Care Visits and 510 Specialty Visits. There were 489 referrals and authorizations. The Dental Clinic had 328 visits in April.
- Dinner with Dr. Petrini is set for June 7th at the Mineral Building and tickets are available at Carey Candy for \$10.

C. CFO Report- Caleb Johnson MBA, CFO

- Caleb reviewed the financial highlights for April 2017:
 - Total AR: \$6,476,855.33
 - AR 120+ Days: \$1,936,836.14
 - % over 120: 29.9%
 - Avg. Daily Revenue: \$110,472.75
 - Gross AR Days: 58.63
 - April Cash Collections: \$1,602,160.95
 - May Cash Collections: \$2,478,203.90
 - Cash in holding account- \$1,518,232.47
 - Available working capital (CHFFA)- \$255,399.47
 - Municipal Lease Financing Update:
 - IV pumps have arrived, expected to go live June 6.
 - The Medication Dispensing System- deal closed- should go live in August or September
 - Complete PFT System- scheduled delivery in August
 - VOIP Phone System- Delivered- Go Live by end of June
 - Hematology Analyzer- scheduled delivery in June
 - Cardiac Monitoring System- Final demo scheduled for June 15- hope to make a decision by June 15
- FY2018 Budget- Behind schedule. The spreadsheets are ready to be reviewed with the managers after working out which managers are responsible for each of the GL Departments. Caleb hopes to have the budget ready by the end of June.
- Billing Update- Effective July 1, all billing will be in house.

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

No Credentials to approve for this month.

VI. Board Education:

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

VII. Director Remarks:

Director Wickman: Director Wickman shared that he enjoyed the Strategic Planning Session and he is excited that there is discussion regarding the new hospital.

Director Satterfield: Director Satterfield also enjoyed the Strategic Planning Session and he said that it was the best one he has been to. He enjoyed discussing the Midlevel Providers and their buy-in and helping to get them more involved. He applauds the Management Council and Leadership in their efforts to recruit hard to fill positions.

Director Flanigan: Director Flanigan enjoyed the format of the strategic planning session and it was the best one she also has been to.


Director Kimmel: Director Kimmel enjoyed the strategic planning session and he likes that we are still moving forward in the same direction but fine tuning our goals. He also complimented Caleb in bringing the money and all the billing back in house. Our people are more vested in the community, it makes a huge difference and we will benefit from this for a long time. He also gave kudos to the billing department on their hard work.

VIII. Next Board Meeting

The next board meeting is scheduled for July 6, 2017 at 4:30pm.

IX. Adjournment

There being no further business to discuss, the meeting was adjourned at 5:37pm



John Kimmel, Board President
Board of Directors



Valerie Flanigan, Board Secretary
Board of Directors