

September 7, 2017

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

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

BOARD MEMEBERS ABSENT: None

OTHERS PRESENT: Jeffrey Kepple MD, Christie Brawley (Recording Secretary), Caleb Johnson, CFO, Pat Everhart, CNO, Lisette Brown, CCO, Cindy Crosslin, Controller 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 August 3, 2017 and the Special Board Meetings on August 3, 2017 and August 23, 2017

Director Wickman moved to approve the minutes from the regular meeting on August 3, 2017 and the Special Board Meetings on August 3 and August 23, 2017. Director Flanigan seconded. Motion carried.

IV. Regular Staff Reports

A. CEO Report- Dr. Jeffrey Kepple, CEO

- Measure A Series B and Municipal Lease Update- Darren Beatty:
 - The new Ventilator and Pulmonary Function Test Machine for RT was delivered and we will soon have a new portable x-ray machine for radiology.
 - The new curb in the HR and Dental parking lot has been installed to keep patients and employees from backing into the ditch.

- The Med-Select Medication Dispensing System will be installed on October 1. There will be 4 stations installed, 1 in the ER, 1 in Med-Surg, 1 in Endo and 1 in the Recovery Room.
- There are some trees being removed behind the Admin building that have needed to be trimmed back for a long time. This should be done by September 15th.
- Sustainability- Management Council has been having some serious discussion on sustainability and how to scale back our expenses, as well as having the opportunity to participate in the upcoming IGT's. We can't anticipate these becoming available to us every year so we need to be looking ahead.
- We just received our 8th Quest For Zero Trophy from Beta for our excellence in OB care. We met our Tier 1 and Tier 2 requirements on this initiative.
- Organization Chart- The org Chart is important from a functional stand point so people have clear expectation of their job descriptions and who their boss is. People from the outside perspective like to see an org chart that makes sense to them so they can see how the flow goes. It is also important for succession planning.
- **Mission Statement is now:** We provide outstanding compassionate care with exceptional customer service. **Our new vision statement is:** To be the communities first choice for health care while growing as a rural teaching institution. **Our value statement is: QUEST: Quality with Unrelenting Excellence, Service and Teamwork. Possible Slogan/Promotion: Your Health...Our Mission**
- Draft Cannabis Ordinance- Dr. Kepple attended the working group for the ordinance. There is a rising tide of a no commercial growth sentiment although there were some valid arguments for both sides. If you have an opinion either way, please attend the working groups and the County BOS meetings.
- Wilderness Conference- The Wilderness Conference has been set for June 1-3 with Dr. Zina Semenovskya helping Dr. Kepple to plan speakers and events. Feather River College and the West End Theater have also come on board to provide lodging and venues for outbreak sessions.

B. Clinical Report- Lisette Brown RN, CCO

- Lisette shared a PowerPoint that she made on Celebrating Our Successes. She shared all of the RHCs successful ventures with new staff, providers and programs. Please see the attached PowerPoint for reference.

C. Nursing Report- Pat Everhart MSN, CNO

- Cheryl Pini as stepped down as Charge Nurse. She will be taking on a nursing role in the Med-Sur dept. Lynn McDaniel and Helen Mills will continue their roles as charge nurses.
- Pat has begun doing Environment of Care and Infection Control rounding for the hospital and the nurses are also getting involved.
- We have a new blood warmer in surgery and we are in the process of ordering two more.
- Travel Staff- we had 14 travel staff in June and we currently have only 7 on staff. By the end of October we will have only 3 due to hiring staff full time and eliminating the travel positions.
- Allevant- Pat has reached out to Renown to have a meeting with Dr. Mark Lindsey at Renown to talk about integrating them into the program.
- Mindray- We will be implementing the patient monitoring system in October.

D. CFO Report- Caleb Johnson MBA, CFO

- Caleb reviewed the FY 2018 Budget with the Board of Directors and asked for approval. Director Satterfield moved to approve the budget as presented. Director Flanigan seconded. Motion carried.
- Cindy Crosslin, Controller gave a brief review of the financial report for July 2017:
 - Cash: \$1.798M
 - AP: \$1,700,000.00
 - Inpatient- \$618,000 in revenue with 155 patient days
 - Swing Beds- 54 patient Days
 - Total Patient Revenue: \$3,598,000.00
 - Net Operating Revenue: \$1,952,000.00
 - Net Operating Expenses: \$2,062,000.00
 - Other Expenses: \$63,000.00 (Recruiting)

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

Appointments:

Kimberly Homolak PA-C
Mathew Butrum MD

Family Medicine
Neurology (Renown)

Allied Health Professional
Telemedicine

Reappointments:

Jennifer Gladden MD
Bradford Chew MD

Emergency Medicine
Emergency Medicine

Active
Courtesy

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

V. Board Education:

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

VI. Director Remarks:

Director Satterfield: Director Satterfield thanked Cindy and Caleb for putting the budget together. He agreed with Dr. Kepple about the productive OB meeting and how great it is to see all the great things happening in the department and the trophy for Quest for no zero is amazing. The decrease in our contract labor is outstanding. We have hit 33% in less than a year and that is just fabulous.

Director Price: Director Price shared that for the past 3 months she has either been on vacation or with her mother whose health is failing rapidly. She is working hard to get caught up with everything that is going on here. She spent time with her mother here at PDH and also at Northern Nevada. She was very impressed with the care her mother received in our hospital and how kind they were.

Director Wickman: Director Wickman thanked Lisette for her PowerPoint and how nice it was to see all of the accomplishments. He also remarked that Guy and Linda were the honorees at Starry Mountain Nights this year and thanked him for all the good things they do for the hospital and IVMC.

Director Flanigan: Director Flanigan thanked Bill Wickman for hosting and providing dinner for Starry Mountain Nights. She remarked that it was nice to see the successes in Lisette's report as well as the historical view point in the report. She also thanked Caleb and Cindy for presenting the budget.

Director Kimmel: Director Kimmel remarked how nice it was to see where we are and what it all looks like and realistically see that it is attainable. In hard times it is good to have hope and see numbers that can back it all up. He shared that it is a good reminder to celebrate our successes because so often we don't take the time to do so.

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VII. Next Board Meeting

The next board meeting is scheduled for October 5, 2017 at 4:30pm.

VIII. Adjournment

There being no further business to discuss, the meeting was adjourned at 6:15pm



John Kimmel, Board Chairman
Board of Directors



Valerie Flanigan, Board Secretary
Board of Directors