

February 2, 2017

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

BOARD MEMBERS PRESENT: Valerie Flanigan, John Kimmel, Kathy Price

BOARD MEMEBERS ABSENT: Bill Wickman, Mark Satterfield MD

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 4:34 p.m. and invited public input.

II. Approval of Agenda

Director Flanigan moved to approve the agenda as presented. Director Price seconded. Motion carried.

III. Approval of Minutes from the Regular Board Meeting and Special Board Meeting on January 5, 2017 and the Special Board Meeting on January 9, 2017

Director Price moved to approve the minutes from January 5, 2017 and January 9, 2017. Director Flanigan seconded. Motion carried.

IV. Special Manager Reports

Krista McComb, HIM Manager gave the Board of Directors an update on her department and a brief description of her scope of practice and duties as a department manager at Plumas District Hospital.

V. Regular Staff Reports

A. CEO Report- Dr. Jeffrey Kepple, CEO

- The IVMC will host an open house to celebrate the 1 year anniversary of becoming part of PDH. The Open House is scheduled for February 16th and there will be food, drinks and music by Dr. Kepple.
- Municipal Lease Option- Dr. Kepple explained that in order to improve our working environment and retain our valued employees increased pay,

equipment upgrades, and facility improvements are necessary. The municipal lease can enable us to purchase much needed equipment for our facility.

- Allevant- Transitional Care Program- A revamping of the swing bed program that is partially branded by the Mayo Clinic for patients that are on prolonged IV Therapy, rehabbing from joint replacement, as well as sepsis, wound care and COPD patients. The program will include Occupational Therapy, Physical Therapy, Speech and Respiratory Therapy while keeping patients closer to home in their own communities. Allevant provides Go Live, training, order sets for EMR, resources and marketing.
- Recruitment- The new PDH website is close to completion. We will be recruiting and advertising on Facebook for hard to fill positions.
- Measure A Projects- Darren gave an update on the status of our Measure A projects. The floors have been completed in the main hospital, the walls have mostly been repainted and the exterior wall covering will begin in a couple weeks. New signage is being installed.

B. Nursing Report- Lisette Brown RN, CCO

- Lisette Reported that there were 2,304 patient visits in the Rural Health Clinics in December with 74 new patients and 2,376 visits in January with 71 new patients.
- The Dental Clinic had 331 visits in December and 335 visits in January.
- The new Care Coordinator has been hired and is being oriented in the clinics.
- Joint Commission PI Projects- The new Temperature Monitoring System has been installed and provides 24 hour online continuous monitoring.

C. CFO Report- Caleb Johnson MBA, CFO

- Caleb reviewed the financial highlights for December 2016:
 - Total AR: \$7,275,563.77
 - AR 120+ Days: \$2,11,186.65
 - % over 120: 29.0
 - Avg. Daily Revenue: \$114,535.20
 - Gross AR Days: 63.52
 - December Cash Collections: \$1,863,490.39
 - Cash in holding account: \$747,728.90
 - Available working capital (CHFFA): \$255,399.47
- Municipal Lease Financing- Toshiba Medical Terms:
 - 5 years, effective APR 3.95%, Monthly debt service \$20,167
 - 7 years, effective APR 4.25%, Monthly Debt Service \$15,109
 - Pending credit acceptance, rates subject to change (slightly, most likely down)

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

Reappointments:

Timothy Hatcher CRNA

Anesthesia

Allied health Professional

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

Director Price seconded. Motion carried.

E. Approval of Equipment Lease Financing Proposal for the Purchase of Various Medical Equipment and Facility Improvements for a Total Combined Cost Of Approximately \$1,100,000

Director Flanigan moved to approve the Municipal Lease Financing by Toshiba Medical as presented by Caleb Johnson, CFO. Director Price seconded. Motion carried.

VI. Board Education:

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

VII. Director Remarks:

Director Price: Director Price commented that the floors in the hospital look great. She shared that Matt Brown from RENSA presented to the hospital volunteers. She is looking forward to promoting swing beds.

Director Flanigan: Director Flanigan shared that she has had some great feedback regarding REMSA. She wanted to remind employees to let the community know if they have any concerns to let Tiffany Leonhardt know so that they can be addressed. She is also very glad that PDH is ramping up the swing bed program.

Director Kimmel: Director Kimmel stated that he wants to be sure that the public knows that the Measure A Funds were not used to help pay for the pay increases. The tax payer's money is going towards capital improvements only.

VIII. Next Board Meeting

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

IX. Adjournment

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

February 2, 2017

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS

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John Kinmel, Board President
Board of Directors

A handwritten signature in blue ink, appearing to read 'Valerie Flanigan', written over a horizontal line.

Valerie Flanigan, Board Secretary
Board of Directors