

October 5, 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 Flanigan moved to approve the agenda as presented. Director Wickman seconded. Motion carried.

III. Approval of Minutes from the Regular Board Meeting on September 7, 2017

Director Price moved to approve the minutes as presented. Director Wickman seconded. Motion carried.

IV. PDH Volunteers Report- Rita Christiansen

Rita Christensen of the Plumas District Hospital Volunteers gave the Board an update on bargain Boutique. Rita and Sue Miller are Co-Managing the boutique together, Sue manages the front of the store and Rita manages the back of the store. The store is doing very well- they have been receiving wonderful and generous donations, furniture and clothing. There are more than 36 volunteers that keep the store running, with 90 total volunteers on the roster. Next year the volunteers will celebrate 40 years of service to Plumas District Hospital.

V. **Regular Staff Reports**

A. **Special Manager Report- Tomala Marcos, Quality and Risk Manager**

Tomala shared with the board her duties as Quality and Risk Manager. She is in charge of building our QRR (Quality Review Report) System for the hospital. The QRR system is a campus wide system for all employees to access to report grievances and issues that arise. The system automatically alerts Tomala so the issue can be addressed in a timely manner. She is also in charge of helping each department be ready for our Joint Commission Review that will happen sometime after December 1, 2018. This entails updating policies and procedures and having a policy binder ready in each department and accessible for Joint Commission to review during their visit. Tomala will be communicating with the board of directors and update them with Joint Commission issues.

B. **CEO Report- Dr. Jeffrey Kepple, CEO**

- Dr. Kepple and Pat Everhart attended the CHA Hospital Council Summit in Squaw Valley. The CHA did a great job with the programming. They hosted some very inspiring speakers, administrators and clinicians.
- Laboratory- Dr. Kepple and staff have been paying a lot of attention to the lab. The lab situation is bad across America. There is a national shortage of CLS students. We have temporarily outsourced micro while we are understaffed. All the barriers of the lab are being focused on- Quality, Staffing, and Customer Service.
- Cannabis: The Board of Supervisors are holding a public meeting and are considering a moratorium while they figure out and pass an ordinance for commercial cannabis growth in Plumas County. Dr. Kepple asked the board to consider taking an official stance on a No Commercial Cannabis growth in Plumas County and support the moratorium while an ordinance is drafted. The board agreed and will hold a special meeting to discuss the topic and possibly take action. Dr. Kepple has reached out to other community leaders and asked for their support in this as well as their official statement in supporting the No Commercial Growth Ordinance.
- Behavioral Health- The PCBH Department is in transition and looking at reorganization. Dr. Kepple asked the advice of the board if they would support his involvement in working proactively with them to help strengthen their department. The board unanimously supported Dr. Kepple's involvement and activity in supporting the Plumas County Behavioral Health Department.
- Grinduro- the Grinduro Bike race is Saturday. 5 PDH employees are volunteering in the medical tent. The bike starts at the fairgrounds and rides to Taylorsville and back. This is the 3rd year for the event and is internationally acclaimed.
- Dr. Kepple introduced Plumas District Hospitals new Vision, Mission and Values to the board. They unanimously approved of all including the new slogan: Your Health, Our Mission. See attached flyer with our mission statement, values and vision.

- Dr. Kepple shared again that the hospital finances are concerning in terms of sustainability. Management Council is looking beyond 2017-2018 there will be some challenges facing us.

C. Nursing Report- Pat Everhart MSN, CNO

- Jessica Logan is getting OB training at UC Davis. She has been reporting in on Fridays. She has been learning a lot and loving it. She has been attending births as well as working in the NICU.
- Allevant- Pat, Dr. Kepple and Leann will be travelling to Renown to meet with Dr. Lindsey and talk about the program with the team at Renown.
- Medselect- will be installed next week. The equipment will go live at the end of October or early November. All is going well and Vanessa has been working hard getting all of the meds up to date in the new system and working with the representative on the training portion.
- Mindray- The new patient cardiac monitoring system will be going live and the training specialist will be on site beginning October 17th.
- Joint Commission- the staff is working hard on updating policies and procedures in anticipation of the Joint Commission Survey that will happen any time after Dec. 1, 2017.

D. CFO Report- Caleb Johnson MBA, CFO

- Caleb Johnson reviewed the financials for August 2017:
 - Cash: \$1.66M
 - AP: \$2,438,997
 - Inpatient- \$618,000 in revenue with 155 patient days
 - Swing Beds- 54 patient Days
 - Total Patient Revenue: \$3,598,000.00
 - Net Operating Revenue: \$1.8M
 - Net Operating Expenses: \$2,062,000.00
 - Clinic Revenue- \$637,000 (2nd highest in 13 months)
 - Days cash on hand- 67
- The Wipfli auditing team will be on campus October 16th. The finance department has been busy getting ready for their arrival.

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

Appointments:

Thomas Betjeman MD

Emergency Medicine

Courtesy

Reappointments:

Kathleen Solomon FNP

ENT

Allied Health Professional

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Natasha Holland DPT	Physical Therapy	Allied Health Professional
Claude Freeze CRNA	Anesthesia	Allied Health Professional
Elizabeth Lewis MD	Family Medicine/OB	Active
Ahrin Koppel MD	Oncology	Telemedicine

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

VI. Board Education:

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

VII. Director Remarks:

Director Satterfield: Director Satterfield the long term is important and while the money from IGT's will help in the interim but looking at partnering with larger entities may be in our future. It is amazing how long we have stayed independent.

Director Price: Director Price stated that there was an article in the SF Chronical regarding Hospitalists and how this is the wave of the future. What we offer here, continuity of care, family, and compliance is missing from that piece.

Director Flanigan: Director Flanigan stated that there are a lot of caring and creative people on board. She remarked how it was an interesting experience in Arizona staying in the hospital with her mom. She began to keep a diary so that she wouldn't forget anything that the hospitalists were telling her so she could explain to her mom. She also stated how great the Bargain Boutique has been for the Main Street Downtown area. Businesses are all looking at more expenses with wages and food costs and cost of living. Director Flanigan also stated that is important that the board take a stand on no commercial cannabis growth in our community.

VIII. Next Board Meeting


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

IX. Adjournment

There being no further business to discuss, the meeting was adjourned at 6:36pm



John Kimmel, Board Chairman
Board of Directors



Valerie Flanigan, Board Secretary
Board of Directors