

February 1, 2018

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

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

BOARD MEMEBERS ABSENT: Bill Wickman and 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

• **Call to Order and Introduction of Audience / Public Comment**

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

• **Approval of Agenda**

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

• **Approval of Minutes from the special and regular board meetings on January 4, 2018**

Director Satterfield moved to approve the minutes as presented. Director Kimmel seconded. Motion carried.

• **Approval of Laboratory Information System Purchase of \$148,805, plus applicable sales tax. Financing through Jules and Associates at interest rate of 10.277% for 60 months.**

Director Satterfield moved to approve the laboratory Information System Purchase. John Kimmel seconded. Motion carried.

• **Approval of Resolution 2018-1: Establish a checking account at Plumas Bank for the County Service Area #11 – Ambulance property tax apportionments to the District.**

Director Satterfield moved to approve Resolution 2018-1 as presented. Director Kimmel seconded.

- **Regular Staff Reports**

- **Special Manager Report- Matt Brown REMSA**

Matt Brown of REMSA gave a report on the 4th quarter:

Calls: In the fourth quarter, Care Flight has fielded **259** calls, including wellness visits, with a total of **145** transports.

Flights: Care Flight flew **19** patients out of PDH in the 4th quarter.

EMD Calls: **95**, 911 calls were fielded by REMSA dispatch and provided with pre-arrival instructions.

NHL: The Nurse Health Line was accessed **92** times in the 4th quarter by locals.

Community: Care Flight took part in the funeral and memorial services of our friend and colleague, Steve Tolen. We were honored to be a part of his celebration.

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

- Dr. Kepple thanked Debra Moore of the Feather River Bulletin for her article on the new prompt care program at our clinics.
- Darren Beatty gave an update on the ongoing facilities projects funded by the Measure A Series B, the Municipal Lease, and the generous gift from the estate of Captain Carl Welles.
- There will be no parking on Bucks Lake Road as of Monday, February 9, 2018. Public Works will be assisting in the installation of solar powered blinking signs on both sides of the crosswalk.
- There was a generous donation intended for an activity space to be added for our Transitional Care Unit patients and staff.\
- The 340B program is up and running. Rite Aid, Quincy Pharmacy and Village Drugs are all participating. We have already seen significant savings.
- Dr. Kepple held his first Q&A with Dr. K with a very well attended showing of staff. He was able to answer a variety of questions and address concerns from the staff.
- The flu has hit Plumas County and the Emergency Department and the clinics have been very busy.
- Valerie Flanigan and Kathy Price have replaced Bill Wickman and Dr. Satterfield on Management Council. The board members will take turns with 2 month rotations.
- Dr. Kepple shared that he has been elected as Vice President of the California Critical Access Hospital Network.

- **Clinical Report- Lisette Brown RN, CCO**

- The window for our Joint Commission Audit is open now. Management and staff are preparing for the visit.
- PRIME- Caleb, Lindsey Morrison and Lisette attended the Rural Prime Meeting in Sacramento. The reporting system has been changed, so they will be working on updating the current system to align with the new state mandates.

- **Finance Report- Caleb Johnson, CFO**

- Caleb Johnson CFO, reviewed the financials for December 2017:

Cash Balance

- December cash collections- \$1,380,000.00
- January cash collections- \$2,504,116.35
- Available cash- \$1,200,107.47
- AP- \$1,299,986.03

A/R Balance

- Total AR: \$5,779,441.03
- AR 120+ Days: \$1,425,181.61
- Average Daily Revenue- \$106,383.64

HQAF5 (Hospital Quality Assurance Fee 5)

- Have not received any amount yet. The first of one or two installments should arrive in February.

340B

- Kick off call with account representative Sharifa Moss went well.
- Training is scheduled for January 29.
- The program is up and running at Village Drug, Rite Aid, and Quincy Pharmacy

- **Medial Staff Credentials**

Appointments:

Naman Shah, MD	Emergency Medicine	Courtesy
Daniel Fentress MD	Emergency Medicine	Courtesy
Julie Hammond DPT	Physical Therapy	AHP

Reappointments:

Alexandra Hunt MD	Family Medicine/Obstetrics	Active
Stephan Keely PTA	Physical Therapy	AHP
Nancy Cayler PA-C	Family Medicine	AHP

Director Satterfield moved to approve the credentials as presented. Director Kimmel seconded. Motion carried.

- **Board Education:**

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

- **Director Remarks:**

Director Satterfield: Prompt care has been and will be widely embraced by the community. The risks and benefit of online diagnosis research (WebMD) makes it possible for the patient to be a partner in their own healthcare.

Director Kimmel: Nurse Hotline- helps with better care and less non-emergent patients presenting to the ED. The Government changing their reporting systems can create huge obstacles (software replacement) and can be very costly for organizations.

Director Flanigan: Thank you to Skip for the new flag. It is very important for the community to get CPR training, thank you to REMSA for providing the training services and for the 200 pounds of food donated to the community food bank. She is grateful to sit in on Management Council and is learning a lot.

- **Next Board Meeting**

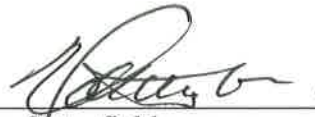
The next board meeting is scheduled for March 1, 2018 at 4:30pm.

- **Adjournment**

There being no further business to discuss, the meeting was adjourned at 6:00pm.



Valerie Flanigan, Board President
Board of Directors



Mark Satterfield MD, Board Secretary
Board of Directors