

April 3, 2018

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

BOARD MEMBERS PRESENT: Valerie Flanigan, Mark Satterfield MD, and Kathy Price

BOARD MEMEBERS ABSENT: John Kimmel and Bill Wickman

OTHERS PRESENT: Jeffrey Kepple MD, Christie Brawley (Recording Secretary), Caleb Johnson, CFO, Pat Everhart, CNO, and members of the public

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

Valerie Flanigan called the meeting to order at 4:35 p.m. and invited public input.

• **Approval of Agenda**

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

• **Approval of Minutes from regular board meeting on March 1, 2018**

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

• **Regular Staff Reports**

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

- The largest of the IGT's this year will be processed in 6 days.
- EHR Discovery Committee- Cerner from Kansas City will be onsite with a demo of their product on April 24th and Athena will be here the week before that. We have also received positive feedback on Epic's product. The staff is very excited about the change and a more functional system.
- Joint Commission Survey- The survey was very taxing but the staff did a great job. There are things to work on- documentation, sterilization, etc. We have 45 days to correct the issues but nothing was so big that they felt the need to report to CMS.

- Aspen Architects- Aspen visited our campus on April 2nd and they should have a proposal for the remodel of the nurse's station and lobby in the next couple weeks.
- There are 60 registrants for the Wilderness Medicine Conference that is scheduled for June. 100 registrants is our goal and we should have no trouble reaching it. 12 scholarships will be available for Medical Students, Pre-Med students, Emergency Medicine students, FRC students interested in the medical field and HS students.
- The clinics had a very busy March with over 2500 clinic visits. PDH had very strong month gross revenue wise.
- Terry Gardiner-Schroder accepted the position of Lab Manager. She is expected to start work on May 1st.

- **Nursing Report- Pat Everhart RN, CNO**
 - Joint Commission- It was a great visit, we are now working on competencies and documentation and we will be ready when CDPH comes for their survey.
 - There are a few new hires on the horizon and some staff change ups.

- **Finance Report- Caleb Johnson, CFO**
 - Caleb Johnson CFO, reviewed the financials for March 2018:
 - Cash Balance**
 - February cash collections- \$2,860,011.38
 - March cash collections- \$2,008,690.98
 - Available cash- \$3,091,609.83
 - AP- \$983,520.93
 - A/R Balance**
 - Total AR: \$5,764,731.26
 - AR 120+ Days: \$1,032,449.30
 - Average Daily Revenue- \$118,103.49
 - HQAF5 (Hospital Quality Assurance Fee 5)**
 - Received first quarterly installment Monday 3/26
 - Received second installment Monday 4/2 \$102,158.71
 - 2016-2017 Rate Range IGT**
 - Submission date Monday 4/9
 - On track to submit
 - FY15 RHC Medi-Cal Reconciliation**
 - Letter received 2/21
 - Tentative settlement receivable: \$96,698
 - FY17 Draft Audited Financial Statements**
 - Received first version 3/28

April 3, 2018

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS

Page 3 of 3

- Will have skype call for auditors to present financials at the board meeting on May 8, 2018

FY19 Budget

- Gearing up and working hard to have a budget to the board by May

- **Board Education:**

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

- **Director Remarks:**

Director Satterfield: Director Satterfield stated that even though there was more pressure with Joint Commission on campus, the staff did a superb job with the survey. The facilities team did a great job as well. Dr. Satterfield has been taking inpatient calls and has been enjoying working on the floor again.

Director Price: Director Price stated that she has been learning a lot on Management Council and feeling optimistic about the financials.

Director Flanigan: Director Flanigan is also enjoying Management Council and she will be rotating out and Dr. Satterfield will be rotating back in. She shared that she had a family member in town who spent some time at PDH and the care was wonderful.

- **Next Board Meeting**

The next board meeting is scheduled for May 8, 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