

May 8, 2018

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS

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

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

BOARD MEMEBERS ABSENT: None

OTHERS PRESENT: Jeffrey Kepple MD, Christie Brawley (Recording Secretary), Caleb Johnson, CFO, Lisette Brown RN, CCO, Pat Everhart RN, 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 April 3, 2018 and the special board meeting on March 1, 2018**

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

• **Video Conference of the 2017 Audited Financial Statements-** Wipfli reviewed the audited financial statements for the Board of Directors.

• **Regular Staff Reports**

• **REMSA Quarterly Report- Sam Blesse**

Calls: In the 1st quarter, Care Flight has fielded 288 calls, including wellness visits, with a total of 170 transports.

- Flights: Care Flight flew 12 patients out of PDH in the 1st quarter and the Beckwourth flight crews did 4 ground CCT transports out of PDH during inclement weather.
- EMD Calls: 110, 911 calls were fielded by REMSA dispatch and provided with pre-arrival instructions.
- NHL: The Nurse Health Line was accessed 92 times in the 1st quarter by locals.
- Vehicles: Plumas 4 will hopefully be joining the local ambulance fleet by the end of this May. Below is a mock-up of how the ambulance will look when it is done being re-branded. We will of course add the "Operated in Partnership" logo as well, just as on all the other vehicles in the fleet currently. This will give us two newer, low mileage Type III ambulances that will enhance our current fleet and help expand the life of the other ambulances we currently operate. It also allows us to have a dedicated special events or contract (i.e. fire coverage) ambulance without reducing resources in our day to day system.
- Community: Care Flight has taught 9 CPR classes locally in the 1st Quarter with 99 people certified.
- The HEARTSafe Coalition held their first meeting in January. This includes stakeholders from Quincy and the County who want to ensure to continued success and hopefully the expansion, of HEARTSafe throughout the County. In January, a number of local residents and first responders were recognized by the Plumas County HEARTSafe Coalition for their efforts and roles in the successful resuscitation of local cardiac arrest victims. Presentations were made at the Plumas County Board of Supervisors meeting and at a special awards ceremony at the Quincy Fire Department. Sheriff Hagwood, along with other representatives from Public Health, Care Flight / REMSA and the Quincy Fire Department were on-hand to hand out awards and recognize the 20 + recipients.

- **CEO Report- Dr. Jeffrey Kepple, CEO**
 - The clinics have been very busy with approximately 2561 patient visits per month.
 - It was great to have Kathleen Murray in the clinic to cover for Dr. Lewis while she was on maternity leave. She enjoyed her time here and thanked the staff and providers before she left.
 - EHR Discovery- We have been aggressively searching out a new EHR system to replace the current one we have in place. Cerner and Athena are currently our biggest contenders.
 - We have contracted with Aspen Architects for master planning. They have been reviewing our campus and all buildings to see how to optimize our buildings.
 - Strategic Planning Meeting is set for June 28, 2018 at the West End Theater. Bill Coates has offered to moderate and the board of IVMC will also be in attendance.

- Wilderness Conference- there are 80 registrants signed up, but there are still about 25 spots left. The foundation will be providing continental breakfasts each morning.
- Measure A Series B update- Darren Beatty reviewed the Measure A Series B projects.
- **Nursing Report- Pat Everhart RN, CNO**
 - Corie Nieto from Renown came to PDH to help update the Telemedicine System. They will be performing mock stroke procedures 1 time per month with the hospital staff.
 - Joint Commission- the survey went well and the staff is already addressing the findings and will be ready for their follow up.
 - Competencies- Stacy Kingdon is working hard on the sterilization competencies and addressing the deficits.
 - The PDH Volunteers donated money for 7 new beds, furniture and lighting for our hospital rooms and they are also funding a new activities room for our transitional care unit patients.
 - Ginger Martindale has been promoted to Interim Charge Nurse.
- **Clinical Report- Lisette Brown RN, CCO**
 - Anesthesia- Lisette has been working with the CRNA on Performance Improvement Projects
 - Lab- We are still recruiting for a lab manager. Need to purchase a new Chemistry analyzer- there were more than 28 service call on it in the last year, this is impacting patient care and staff job satisfaction.
 - Pharmacy- Med Select Order Entry is live and we are still working through certain medication interfaces. Lisette and Vanessa are working on updating policies and training and competency with nursing and anesthesia.
 - Joint Commission- Resurvey May 4th for the 45 day compliance measures- all life safety and environment of care items were accepted. Need to submit further documentation for 2 existing items and for 2 new items with our 60 day corrective plan submission which is due May 28th.
 - Radiology- The new transformer was installed last month and the system performance is great. We are evaluating MRI services and have hired a new imaging tech.
 - Rural Health Center- Volumes remain high even though we've been short staffed. The staff is working hard and has shown amazing resilience, continuing to work on improving customer service. We are averaging 2561 patients per month, with 104 new patients per month. There is 2 new nursing staff. Health Fair this week with 190 patients served in the first 2 days.

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

- Caleb Johnson CFO, reviewed the financials for April 2018:

Cash Balance

- March cash collections- \$2,008,690.98
- April cash collections- \$2,201,627.45
- Available cash- \$489,789.97

A/R Balance

- Total AR: \$5,547,113.22
- AR 120+ Days: \$840,770.85
- Average Daily Revenue- \$118,713.57

HQAF5 (Hospital Quality Assurance Fee 5)

- Received second installment of \$105,158.71 on April 2, 2018
- Received third installment of \$128,383.77 on May 7, 2018

2016-2017 Rate Range IGT

- Submitted \$2,660,726.00 on Monday, April 9, 2018
- Expected turnaround 14 days (any day now)

- **Approval of Medical Staff Credentials:**

Appointments:

Lawrence Liebman MD	Radiology	Telemedicine
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Reappointments:

Ross Morgan MD	Family Practice	Active
Richard Nielsen DPM	Podiatry	Courtesy
Lali Sekhon MD	Neurosurgery	Courtesy
Greg Graves PA-C	Neurosurgery	Allied Health Professional
Norman Bell MD	Pediatric Behavioral Health	Telemedicine
Marc Porot MD	Pain Management	Telemedicine
Corey Gonzales PhD	Psychology	Telemedicine
Kory Felker PT	Physical Therapy	Allied Health Professional

Bill Wickman moved to approve the medical staff credentials as presented. Kathy Price seconded. Motion carried.

- **Board Education:**

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

- **Director Remarks:**

Director Wickman: Director Wickman shared that as of March 2018 the foundation has raised \$202,000 which is a huge turnaround from 1 year ago. Thank you to the board and the staff for giving great care and inspiring donations. The foundation is excited to help with the Wilderness Conference with breakfast as well as other volunteer positions as needed.

Director Satterfield: Director Satterfield stated that the Joint Commission Survey was very successful and the staff worked hard to get through it. He also mentioned Karen Story and how high her quality of work is with the Medical Staff portion of the survey. He commented on how wonderful it is to have money coming in and is very excited for the implementation of a new EHR.

Director Price: Director Price commented that she feels positive about the money situation and partnering with REMSA was a great decision. She remarked about meeting the architects and it was exciting to hear their ideas. She will be volunteering at the health fair and also that the volunteers have received 8 applications for the volunteer scholarship. She also stated that is nice to see that PDH is shopping locally as much as possible for furniture and other needs.

Director Kimmel: Director Kimmel remarked how far we have come financially when 4 months ago we were worried about making payroll and that a long range of good decisions has turned us around. Froe a critical access hospital to break even is phenomenal and it shows the community that we are here to stay. Thank you to all the staff and the administration for all your hard work.

Director Flanigan: Director Flanigan thanked Bill Wickman for his continued service and dedication to the Plumas Healthcare Foundation. She remarked about all the exciting things happening from the new equipment to the conference. She also thanked staff for shopping local and thanked Dr. Kepple for forming a dedicated team.

- **Next Board Meeting**

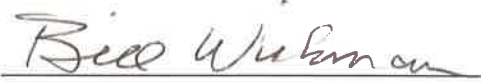
The next board meeting is scheduled for June 7, 2018 at 4:30pm.

- **Adjournment**

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



Valerie Flanigan, Board President
Board of Directors



Bill Wickman, Board Secretary
Board of Directors