

August 2, 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, Bill Wickman, Kathy Price, Mark Satterfield and John Kimmel

BOARD MEMEBERS ABSENT: None

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

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

Valerie Flanigan called the meeting to order at 4:37 p.m. and invited public input.

• **Approval of Agenda**

Director Kimmel moved to approve the agenda as presented. Director Wickman seconded. Motion carried.

• **Approval of Minutes from regular board meeting on June 7, 2018 and the Special Board Meetings on June 1 and June 18, 2018**

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

• **Annual Report from Measure A Series B- Andy Ryback, Committee Chair**

Andy Ryback presented the 2017 Annual Report prepared by the Measure A Oversight Committee.

• **Update on the Indian Valley Healthcare District and the Plumas Healthcare District- Guy McNett- Consolidation Ad-Hoc Committee**

Guy McNett will be meeting with the new director of LAFCo and the Consolidation Committee is actively pursuing the consolidation between Indian Valley Healthcare District and Plumas Healthcare District.

- **Approval of Fiscal Year 2019 Budget- Caleb Johnson, CFO**

Caleb Johnson reviewed and presented the FY 2019 to the board of directors. Director Kimmel made a motion to approve the FY 2019 as presented by roll call vote. Director Satterfield seconded. Motion carried.

Director Kimmel- Aye
Director Flanigan- Aye
Director Price- Aye
Director Wickman- Aye
Director Satterfield- Aye

- **Regular Staff Reports**

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

- June was a great month financially for PDH. The last 2 fiscal years have been profitable, but it's important to stay conservative within our budget.
- Rural Center of Excellence- We are hoping to host a site visit with UC Davis in September
- Electronic Health Record Discovery- The committee has selected Cerner in a unanimous vote for the number 1 pick. Lori Gross presented a slide show of the committees due diligence process, and financial structures over 10 years. This system will replace the 4 systems we are currently using and make a huge difference in workloads for all of our employees.

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

- Pharmacy- working with the nursing department with the new epidural pumps and PC Pumps
- Radiology- They had they state/federal survey with 1 item of correction to submit and it's finished. They also were fully recertified for mammography.
- RHC- lots of providers on vacation, staff is hanging in there with short staffing.
- Ramp/Sidewalk behind QFM- the ramp has been completed and there will be an arm rail installed soon.
- There have been lots of kids in the clinic for sports physicals and immunizations ahead of the start of the school year.
- Lab- Chemistry analyzer is onsite and is being set up. Will go live in September.
- Lab Manager- is onsite this week taking care of pre-employment paperwork. She is currently looking for housing and is set to start work September 1st.
- Quality- We received our final acceptance for our corrective action plan-resurvey window is open within a month or two. There will be three more surveys for the year.

- **CNO Report, Pat Everhart MSRN**

- Nursing- there are a lot of knowledge deficits with the CDPH survey, they are working hard on education, competencies and current certifications.
- Respiratory- The new CPAP machine has arrived- it can run on its own so the RT doesn't have to be there.
- OB- The OB department has been so busy with 6 births and 1 demise in July and 2 more due in the next week.
- Swing Beds- we have 5 swing patients in house
- Infection Control- Cindy Warner has been working hard to get all employees up to date with the N95 Mask Fit Testing.

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

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

- Cash Balance**

- o May cash collections- \$3,296,278.16
 - o June cash collections- \$9,096,671
 - o Available cash- \$5,469,263.39

- A/R Balance**

- o Total AR: \$5,518,449.14
 - o AR 120+ Days: \$970,015.48
 - o Average Daily Revenue- \$116,417.42

- FY19 Budget**

- o No growth in revenue, no rate increase(last increase was on 1/5/18)
 - o Contractual Adjustments: 40% (38.8% in FY18)
 - o 340 B Contract Pharmacy Savings: \$70K/Mo or \$840,000 a year
 - o Salaries & Wages: \$800,000 (7%) increase via wage adjustments
 - o Ergonomic Project: \$30,000

- **Approval of Medical Staff Credentials:**

- Appointments:*

Gabriel Mayland MD	Emergency Medicine	Provisional
Sarah Lamanuzzi MD	Emergency Medicine	Provisional

- Reappointments:*

Eric Saxman MD	Emergency Medicine	Courtesy
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Director Satterfield moved to approve the medical staff credentials as presented. Bill Wickman seconded. Motion carried.

- **Board Education:**

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

- **Director Remarks:**

Director Wickman: Director Wickman stated that Starry Mountain Nights would be held on August 18th at his house. This is a fundraiser in support of Plumas Healthcare Foundation.

Director Satterfield: Director Satterfield stated how lucky we are to get to the decision for a new EHR. Patient safety is the most important part of a new EHR- the efficiency of the system will pay for itself with the quality of care given to our patients. User satisfaction, employee morale, and job satisfaction is also very important in all aspects.

Director Price: Director Price remarked that she is glad the consolidation of Plumas Healthcare District and Indian Valley Healthcare District is moving along. The volunteers had their 40th year anniversary raising over \$1M for the hospital.

Valerie Flanigan: Director Flanigan remarked on what a big job it was for the EHR Discovery Committee to come to their final decision. She thanked Lori Grosse and the team for their hard work and due diligence.

- **Next Board Meeting**


The next board meeting is scheduled for September 6, 2018 at 4:30pm.

- **Adjournment**

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



Valerie Flanigan, Board President
Board of Directors



Bill Wickman, Board Secretary
Board of Directors