

September 6, 2018

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, Lisette Brown CCO, 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 4:33 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 August 2, 2018 and the Special Board Meetings on July 17 and August 30, 2018

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

• 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 Resolution 2018-2: General Obligation Bonds Series B Property Tax Rate 2018-2019**

To authorize the Plumas County Tax Assessor's office to set the 2018-2019 Property Tax Rate for the Plumas District Hospital General Obligation Bond Series B at 0.0003455

Director Price moved to approve the tax rate as presented by roll call vote. Director Wickman seconded. Motion carried.

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

- **Approval of Cerner Health Information System Capital Purchase of \$1,703,644, plus applicable sales tax, and corresponding service agreements whose overall cost of ownership over ten years is estimated around \$6,800,000**

Director Wickman moved to approve the purchase of the Cerner Health Information System as presented. Director Satterfield seconded. Motion carried.

- **Regular Staff Reports**

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

- The UC Davis Rural Center of Excellence site visit is on 9/28- having an active Telemedicine program, Rural Prime, active residency and OB program makes us a fine candidate for the designation.
- Master Planning is moving along, the early drawings have started on the skilled nursing facility, funding will need to be worked out. Floor plan for a possible assisted/independent living in Indian Valley is also on the table.
- A new concrete patio for the patients and employees will be laid on the back end of the hospital.
- The new Panda Baby Warmers have not arrived yet but they will be here soon, the foundation purchased one and the hospital bought the other one.
- Hospital Volunteers presented a check for \$52,000 to the hospital at the volunteer luncheon this month.
- October 23, 2018 will be Dr. Kepple's last day of work as CEO

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

- Phone System- the new software for the phone system has been installed. It is assisting to create reports on system issues and eliminate long wait times.
- There has been some confusion on "wellness visits" and what they exactly constitute of- Lisette is working on staff education to clarify for them.

- Lisette is gearing up for the Prime Report to be submitted
- Anesthesia- there have been some shortages in spinal medication but the problem has been resolved.
- Drug Room- Pharmacy and Therapeutics met and updated the MERP plan and Vanessa is working on medication shortages.
- Quality- Mock Surveys will be rolling out to employees for our next survey preparation.
- Radiology- We may need to buy new equipment, our old equipment is breaking down and parts are almost impossible to find.
- Lab- Hannah Mirrashed is the new lab manager, she has started work this week and we went live with the new chemical analyzer.

- **CNO Report, Pat Everhart MSRN**

- Nursing education is ongoing from our CDPH survey deficits. All employees are up to date in the ED, Med Surg and OR are working on getting up to date as well.
- LVN to RN Program will begin in the Fall 2019 at FRC- we can look forward to growing our own staff, the first 12 students will receive a full scholarship as well as receive gas money and aid from Alliance for Workforce Development. All courses will be online except for clinical training.
- Nursing staff has expressed interest in learning new processes that we don't see here too often so they can stay current with their competencies.
- The clinical ladder is being updated with new general requirements, safety procedures, etc.

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

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

- **Cash Balance**

- July cash collections- \$1,708,915.41
- August cash collections-\$ 1,964,379.21
- Available cash- \$5,164,219.12

- **A/R Balance**

- Total AR: \$5,573,091.16
- AR 120+ Days: \$1,025,631.07
- Average Daily Revenue- \$112,382.06

- **NBF Early Out Self Pay**

- Sent Notice of Termination to NBF per our early-out self-pay contract
- Exercised the 90 day with-out cause option
- Will meet via teleconference call this week to iron out the details of the transition
- Post Return: Statements per guarantor each month, no phone calls, if not paid or engaged within 120 days a final notice on pink paper will be sent
- If engaged, patient may establish a payment plan

- Will send out 2 letters to alert patients currently with NBF, 1st to alert them of the switch, 2nd to confirm and close the loop.
- Expectations: Increased phone calls to our PFCs, Decreased Confusion for our patients, increased satisfaction, potential one-time large assignment to bad debt early to mid-next year.

- **Board Education:**

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

- **Director Remarks:**

Director Wickman: Director Wickman shared that Starry Mountain Nights was successful, not all of the chairs were full but they were all paid for. There will be a final tally of money raised soon.

Director Satterfield: Director Satterfield stated that we are more than qualified for the Rural Center of Excellence designation and we will be only the 2nd rural hospital in California to receive the honor. Dr. Satterfield recently attended the Opioid Conference that was hosted here in Quincy and PDH and the Plumas County Health Department are at the forefront of this coalition against a county wide epidemic.

Director Price: Director Price shared that the Volunteers have \$135,000 left of their efforts raised this year. She is also excited about the implementation of the Cerner Electronic Health Record.

Valerie Flanigan: Director Flanigan thanked everyone for their reports and efforts and is also glad that Dr. Kepple will be here to see the designation of the Rural Center of Excellence from UC Davis.

- **Next Board Meeting**

The next board meeting is scheduled for October 4, 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