

March 7, 2019

**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, John Kimmel, Andy Ryback, Bill Wickman

**BOARD MEMEBERS ABSENT:** None

**OTHERS PRESENT:** Karen Story (Recording Secretary), JoDee Tittle CEO, Caleb Johnson CFO, 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.

Public Comments: Request from Marty Walters to update PDH website with BOD agendas and minutes in keeping with Brown Act regulations.

• **Approval of Agenda**

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

• **Approval of Minutes from Regular Board meeting on January 3, 2019**

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

• **New Business**

• **Presentation of 2018 Financial Audit by Eric Volk of WIPFLI**

- a. Recommendation that Charity Care policies be posted on PDH website (Caleb noted these are already on the website)

• **Strategic Road Map**

- a. Motion for approval: Ryback
- b. Seconded by Satterfield

- **Board Bylaws Update**

- a. Satterfield presented new process and committee oversight of quality throughout entire hospital
  - i. Questions regarding putting this in Board bylaws or in Committee Charter – JoDee will rework and bring back to next month's meeting

- **Plumas Bank Line of Credit**

- a. Caleb Johnson reported that PDH is on course for a large Range Rate IGT (\$1.9 million) submission in April with an expected return of \$3.1 million(gross).
- b. PDH is currently experiencing two Medicare cost report tentative settlements from 2017 and 2018 (take backs of \$455,114 and \$781,104). To date, \$200,000 has been withheld by Medicare. At the next Board meeting on April 4<sup>th</sup>, there will be a request for a line of credit (or Expression of Interest) to be extended by Plumas Bank. Collateral is property tax credits equaling \$200,000. Director Ryback expressed that he will recuse himself when that comes to vote.

- **Modular Building Purchase**

- a. Darren Beatty presented a request for a 5-year lease of a modular building for the purchase of improving upon space issues within the hospital. In particular, the Cardiopulmonary Department would be relocated to this building. Electrical load determination is still pending. A request for purchase of a new treadmill has been made of the hospital volunteers.

- **Regular Staff Reports**

- Organizational Report- JoDee Tittle CEO, MBA**

- Erika Trueblood was officially promoted to RN; she has worked as an LVN at PDH for over five years and we are pleased to support her professional growth
- UC Davis Rural Center of Excellence Designation has been granted. Congratulations to the organization on this amazing achievement.
- Just a quick shout out to our lab personnel for all their help the last few days. We had some interface issues between Orchard & Azalea on a pretty sick inpatient. Camille, Rachel, & Gina all took the time to sort it out & help get the results information that was needed (even when they were clearly very busy with the ER). Thank you! I really appreciate the lab staff. Our software is a bit quirky to say the least, but our lab staff are super dedicated & hard-working. *-Dr. Ali Hunt-*
- Kay Lund, RD, CDE obtained a four-year Diabetes Education Program accreditation through the American Association of Diabetes Educators (AADE). AADE is one of only two organizations approved by the Centers for Medicare and Medicaid Services (CMS) to accredit Diabetes Self-Management Education and Support programs. Our Diabetes Education Program is the only AADE accredited program in Plumas County.
- Jeffrey Kepple MD made a presentation of Wilderness Medicine Conference that is scheduled for May, 2019.

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

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

- **Cash Balance**

- January Cash Deposits: \$1,780,027.40
- February Cash Deposits \$1,938,884.61
- Available Cash \$4,333,295.29

- **A/R Balance**

- Total AR: \$6,619,774.09
- AR 120+ Days: \$1,137,681.81
- Average Daily Revenue- \$110669.57
- Gross AR Days- 59.82

- Self-pay collections have been brought back in house, including final attempts to collect on unpaid balances totaling \$750,000 and including 900 unique individuals.
- Director Ryback – some concerns with current cash flow
- Director Kimmel – these financial reports should provide pertinent information. He stated PDH is financially stable, but there are clouds in the sky. Cash worries are concerning, but Caleb explained the concerns

- **Approval of Medical Staff Credentials**

- *Appointments*

Thomas Semrad MD	Oncology	Telemedicine
Joel Younger MD	Neurology	Telemedicine

- *Reappointments*

Redge Hawkley DPM	Podiatry	Courtesy
Zina Semenovskaya	Emergency Medicine	Courtesy
Anatoliy Golster MD	Emergency Medicine	Courtesy
Adriana Uken LCSW	Behavioral Health	AHP

Director Satterfield moved to approve the medical staff credentials as presented. Director Ryback seconded. Motion carried.

- **Board Education:**

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

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- **Director Remarks:**

Director Flanigan: Thanks to Dr. Kepple for great work on helping PDH obtain the UCD Rural Center of Excellence. The community is excited for the Wilderness Medicine Conference. Thanks to Amber and Marty for attending today's meeting. Nice job, Wendy Stewart, for acknowledging the laboratory staff with a cake. Good news on the audit. Meetings have been held with LAFCO regarding the Indian Valley District merger. Directors Flanigan and McNett will meet next with Craig Settlemire and Roberta Allen. When formalities are completed, this proposed merger will go before the Board of Supervisors. Director McNett reported on Indian Valley District meetings that have occurred regarding this merger.

Director Kimmel: The finance department did a great job on the audit. He said that this sends great message to the community and helps with financing. It shows that PDH plans to continue being here.

Director Ryback: Congratulations on UCD Rural Center of Excellence designation.

- **Next Board Meeting**

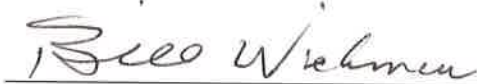
The next board meeting is scheduled for April 4, 2019 at 4:30pm.

- **Adjournment**

There being no further business to discuss, the meeting was adjourned at 6:21pm.



Valerie Flanigan, Board President  
Board of Directors



Bill Wickman, Board Member  
Board of Directors