

June 6, 2019

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

BOARD MEMBERS PRESENT: Valerie Flanigan, Mark Satterfield, Andy Ryback, Bill Wickman, and John Kimmel

BOARD MEMEBERS ABSENT: None

OTHERS PRESENT: Christie Brawley (Recording Secretary), JoDee Tittle CEO, 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.

Guy McNett gave a brief update on the progress of the Indian Valley Health District and the Plumas Health District consolidation. Both parties have completed the mandated tasks and now it will have to go before the Board of Supervisors for approval.

Marty Walters commented the importance of Quality of Care and Patient Safety to be recognized and supervised at the board level for Gay Straight Alliance and other patients of diversity.

• **Approval of Agenda**

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

• **Approval of Minutes from Regular Board meeting on May 2, 2019**

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

• **New Business**

- Approval for purchase of a Stryker Laparoscopic Tower, including three laparoscopes, camera head and control unit, insufflator, and digital information

capture system for \$111,041.56 plus taxes and shipping. Director Kimmel Moved to approve the purchase. Director Satterfield seconded. Motion carried.

- **REMSA Quarterly Report- Sam Blesse**

- Calls: In the 1st quarter, Care Flight has fielded **191** calls, including wellness visits, with a total of **150** transports. March brought a new record of 26 interfacility transfers done in a month, this was largely due to bad weather conditions prohibiting the flying out of patients.

- Flights/CCT: Care Flight flew **13** patients out of PDH in the 1st quarter and the Beckwourth flight crew did **1** ground CCT transport out of PDH during inclement weather. The CF CCT ground ambulance based in Reno also came up and did 4 transports out of PDH.

- EMD Calls: **87**, 911 calls were fielded by REMSA dispatch and provided with pre-arrival instructions.

- NHL: The Nurse Health Line was accessed **220** times in the 1st quarter by locals.

- Vehicles: All ambulances are running well and are in good condition at this time. All ambulances continue to have regular preventative maintenance performed here in Quincy and in Reno. The QRV had repeated trips to Ford for recurrent transmission issues that hopefully has been resolved. The CF truck had some body damage repaired as a result of accidentally hitting the cut off stump in front of the cabin.

- Community: Care Flight taught **15** CPR classes locally in the 1st Quarter with **125** people certified.

- The HEARTSafe Coalition continues to hold quarterly meetings and is working on fund raising efforts to help purchase additional AED's to place in the community as well as to help purchase supplies to help with the upkeep and maintenance of the existing AED's already placed.

- **Regular Staff Reports**

- **Organizational Report- JoDee Tittle CEO, MBA**

- In May we recognized:
 - National Nurses Week
 - National Hospital Week
 - National EMS Week
- In June we will recognize
 - Nursing Assistants
- May Highlights:
 - Studer Kickoff Meeting
 - Significant Cerner work
 - Dr. Slotnick joining our team
 - A successful wilderness conference with 87 registrants

- May MTD collections \$10,336,496.83
- June Focus:
 - Standard work
 - Board By-Law Update
 - Drill Calendar
 - Cerner Project
 - QRR Replacement
 - Endoscopy Scheduling
 - Phone System A3
 - Studer Leadership Development Institute June 18th at FRC

- **Finance Report- Caleb Jonson CFO**

- Caleb Johnson reviewed the financials for April 2019

- **Cash Balance**

- April Cash Deposits \$6,246,461.05
- Available Cash \$9,233,432.53

- **A/R Balance**

- Total AR: \$6,246,461.05
- AR 120+ Days: \$1,228,089.55
- Average Daily Revenue- \$118,096.38
- Gross AR Days- 52.89

- **Quality Update- Megan McCrorey CNO and Lisette Brown CCO**

- Megan reviewed Joan Gately's PI project for the PACU that centered around cleaning solution ratios and Vanessa Ziegler's PI project that centered around the Out Patient Infusion process and streamlining it to reduce medication errors.
- Lisette reviewed Shawn Rader's PI project that centered around the Dental Clinic Accounts Receivables.

- **Board Education:**

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

- **Director Remarks:**

Director Wickman: Director Wickman shared that the Starry Mountain Nights will be at Dr. Kepple's house this year and will be catered by the Taylorsville Market this year. Bill and Sue Wickman will continue to provide the appetizers and the bar. The event is August 24, 2019 and tickets are \$75.00. He also shared that the Shred-It event made \$700 for the foundation.

Director Ryback: Director Ryback shared that became aware of a required 2-hour Public Service Ethics Education training that he completed.

Director Satterfield: Director Satterfield stated that he is very happy about the partnership with Dr. Slotnick in our OB department. It will be great for patients to be able to have Level 2 sonograms here in Quincy. He shared that the Cerner training is going well.

Director Flanigan: Director Flanigan thanked Director Wickman for his many years of hosting Starry Mountain Nights and also for helping organize the Shred It Event. She thanked Marty Walters for attending the board meeting and for her feedback and acknowledged that Quality and Equality of Care is very important.

Director Kimmel: Director Kimmel shared that he is wondering how the Cerner Implementation might put our operations behind. Lisette Brown responded that there will be clean up to be done after implementation and we are still in the process of deciding what we are going to do about storing legacy data.

- **Next Board Meeting**

The next board meeting is scheduled for July 10, 2019 at 4:30pm.

- **Adjournment**

There being no further business to discuss, the meeting was adjourned at 5:45pm.



Valerie Flanigan, Board President
Board of Directors



Bill Wickman, Board Member
Board of Directors