

NOVEMBER 12TH, 2020

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

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

BOARD MEMEBERS ABSENT:

OTHERS PRESENT: JoDee Read CEO, Caleb Johnson CFO, Lisette Brown CCO, Megan McCrorey CNO, Darren Beatty COO, Sierra Blanton (Recording Secretary) and members of the public

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

Director Satterfield called the meeting to order at 4:00p.m. and invited public input.

• **Approval of Agenda**

Director McNett motioned to approve the agenda. Director Wickman seconded. Motion carried.

• **Approval of Minutes from Regular Board meeting on October 8th, 2020.**

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

New Business

- **Approval of Preliminary Design Services Agreement with Aspen Street Architect's Inc. in the Amount of \$199,340**

Darren Beatty, COO of Plumas District Hospital presented the Design Services Agreement for the Skilled Nursing Facility to the board. The board recommended approval with the following amendments made. Darren Beatty, COO, is authorized to act on the District's behalf with respect to the daily operations of the Project and is authorized to approve changes in the services that affect the cost of the Services, up to an amount of \$10,000 per occurrence with a total cumulative amount of \$30,000. Any request exceeding a cumulative amount of

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\$30,000 will require the District's Board of Directors' approval. Director Ryback motioned to approved with the amended recommendations. Director Flanigan seconded. Motion passed.

- **Approval of Project Management Services Agreement between Plumas Hospital District and Kasa Enterprises in the amount of \$512,340**

Darren Beatty, COO of Plumas District Hospital presented the Project Management Services Agreement for the Skilled Nursing Facility to the board. It was the Board's recommendation to pass the agreement with an amended contract including a not to exceed clause on proposed amount. Director Ryback motioned to approved with the amended recommendations. Director Wickman seconded. Motion passed.

- **Regular Staff Reports**

- **Medical Staff Update – Ben Hunt, MD, Chief of Staff**

- Increase in COVID cases - Strong relationship with Renown and Enloe for any critical transfers
- We are now much better treating COVID than we were back in Spring
- Steve Tolen well stocked PPE making us more than prepared for the upcoming surge
- Rapid testing on campus has been amazing
- More drills and training coming from staff educator, Ashley Blesse who has been doing an amazing job

- **Organizational Report- JoDec Read CEO, MBA**

Organizational Highlights:

- October Highlights
 - Obstetrics and Perinatal Reorganization
 - Benefits Faire on October 29th, where third party administrator was announced
 - Skilled Nursing Project Management RFQ/RFP
 - Child Care Update
 - Senior Life Solutions
 - Record number of clinic visits this month

- **November Focus:**

- Building projects:
 - Daycare
 - Skilled Nursing
 - North Fork Building
 - Senior Life Solutions
- Organizational Policies
- Annual Report & updating our strategic metrics
- Communication and Standard work for our inpatient practice

Approval of Organizational Policies

- Director Ryback brought up the concern that the list was majority procedures and not board policies. Director McNett concurred with Director Ryback's comment. A couple board members were able to review the 246 policies presented but majority of the board abstained from voting. Director Ryback motioned to authorize JoDee Read, CEO, to approve the presented policies and procedures with the condition that a process solution to policy review would be presented to the board. Director Kimmel seconded. Motion passed.

Finance Report- Caleb Johnson, CFO, MBA

Caleb introduced new Controller for the accounting department, Nicole Sigle to the board.

Financials were not ready for board review. Will be presenting updated financial statements at the December meeting.

- **Approval of Medical Staff Credentials**

Reappointments

Milind Dhond, MD	Cardiology	Courtesy
Bentson McFarland, MD	Psychiatry	Telemedicine

Director Wickman motioned to approve Medical Staff credentialing as presented. Director Ryback seconded. Motion carried.

- **Director Remarks:**

Director Ryback – Excited to see the Skilled Nursing Facility kick-off as well as the Daycare. They'll both be great for our district.

Director Wickman –. The Foundation welcomed Sierra with open arms as the new Foundation Manager and a great deal of thanks to all of Tiffany's hard work over the years. Gearing up for capital campaign.

Director McNett – Keep calm and carry on or in other words, "Buckle up!"

Director Flanigan – Agreed with getting the Skilled Nursing Facility and the Daycare up and running is exciting. Always impressed with the Leadership team and was able to witness them in action while on campus for a team huddle. Great job everyone!

Director Evans – Acknowledgement to the Quality group and the growth they are making. Shout out to the new Senior Life Solutions group getting up and running. That is very exciting for our community.

Director Kimmel – Agrees with policy review recommendations made by the board members. Amazed with the ability to see all the policies and really wanted to recognize how well written and professional the policies looked. Requested that board continues to have access to MCN and the review process.

Director Satterfield – No comment.

- **Adjournment into Closed Session**

There being no further business to discuss, the meeting adjourned into closed session at 5:08p.m.

- **Report from Closed Session**

A proposal was drafted and presented to the CEO for her review.

- **Next Board Meeting**

The next board meeting is scheduled for December 10th, 2020 at 4:00 p.m. Board packets will be provided electronically.

- **Adjournment**

There being no further business to discuss, the meeting adjourned at 5:53p.m

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Mark Satterfield, Board President
Board of Directors



Bill Wickman
Board of Directors