

JANUARY 14TH, 2021

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

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

BOARD MEMEBERS ABSENT: None.

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

- Approval of Agenda

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

- Approval of Minutes from Regular Board meeting on December 11th, 2020.

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

- Approval for Purchase of Siemens Radiology Equipment – X-ray Mobile Suite and Tomosynthesis 3D Mammography

Greg Perkins, Radiology Manager, spoke to both pieces of equipment and the significant need to PDH. Darren Beatty, COO, went over costs and locations for each device. Director Ryback motioned to approve both purchases. Director Kimmel seconded. Motion passed.

- Committee Assignment of Officers

Director Wickman opened the floor to discuss committee placements for Board Directors. Committee assignments are as followed:

January 14th, 2021

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS

Page 2 of 5

Patient, Safety, Quality & Policy Committee

Director Flanigan
Director Wickman

Finance Committee

Director Ryback
Director Kimmel

Strategic Planning Committee

Director McNett
Director Ryback

Credentials Committee

Director Flanigan
Director Wickman

• **Regular Staff Reports**

• **Organizational Report- JoDee Read CEO, MBA**

• **Organizational Highlights:**

- December Highlights
 - COVID
- December/January Highlights
 - We have distributed 233 Pfizer vaccines and 40 Moderna vaccines for a total of 273. We administered the second round of Pfizer vaccines to staff and providers this week.
 - Senior Life Solutions will begin seeing patients on 1/21. The first group visit day will be on 1/22. Group day will be a combination of on-site and telehealth to facilitate social distancing. The first group includes four patients. Three additional patients are on the waiting list
 - I am pleased to introduce our newest teammate Dale Morgan, Communications Manager. Dale comes to PDH from Plumas Bank where he designed and organized the bank's social media and website content. During his first full week, he has tackled a variety of projects with vigor.
 - We continued managing the challenges of navigating another COVID surge in the community and here at home at PDH; numerous staff have been off work due to illness and/or quarantine so our HR department is necessarily spending the vast majority of our time on work revolving around this situation:

- a. Working with employees and their managers to coordinate their eligible pay under the Supplemental Paid Sick Leave program
- b. Complying with new reporting requirements for workers' compensations for staff who test positive for COVID-19
- c. Supporting our hiring managers to recruit additional permanent and temporary staff as our staffing has been significantly impacted

- **January Focus:**

- Building projects:
 - Daycare
 - Skilled Nursing
 - North Fork Building
 - Senior Life Solutions
- Organizational Policies
- AHRQ Culture – Be discussed at January PSQP Meeting
- Annual Report & updating our strategic metrics
- Communication and Standard work for our inpatient practice

Approval of Organizational Policies

- Organization working on new workflow process to meet guidelines and redirect procedures the board does not need to see. An update on workflow will be presented to the board in February meeting.

Finance Report- Caleb Johnson, CFO, MBA

- Caleb Johnson reviewed the November financials, highlighting the relationship to the 5 Financial Pillars.
 - i. Achieve positive FYTD Net Income before GO Bond
 - November monthly loss of \$31,566 increased Fiscal Year to Date Net Loss (Before GO Bonds) to \$595,290.
 - ii. Goal is to decrease gross AR days to 50;
 - October Gross AR Days decreased from 69 days to 59 days
 - iii. Goal is to maintain days' cash on hand at or above 60 days;
 - Increase in October to 174 from 152 prior month
 - iv. Maintain current ratio at or above 3.0
 - Current ratio is maintained from previous month at 1.6
 - v. Maintain long-term debt to capitalization percentage at or below 20%
 - Decreased to 11% from 13% prior month

Board has asked that Caleb continue to work on PPP forgiveness programs. – Getting paperwork started.

- **Approval of Medical Staff Credentials**

Appointments

Sarah Eliza “Beth” Hill, PA-C Family Medicine Allied Health Professional

Reappointments

Laura Lazenby, FNP Family Medicine Allied Health Professional

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

- **Director Remarks:**

Director Ryback – PDH got a great employee with Dale Morgan. Great job with internal vaccinations for PDH staff members.

Director Wickman – Most of the comments I hear have been positive as well. I continue to be impressed with our Executive and Leadership teams. Grateful to sit on a board with good people, working people, who see the importance to help make sure our hospital is supported with the equipment needed to give great care.

Director McNett – Revenue Refunding Bond has officially been completed and the last piece consolidating both districts has finally been completed! Thank you to everyone who had a hand in making that happen.

Director Flanigan – Everyone that has experienced care at PDH during this time has given high praises to the care they received. Well done.

Director Kimmel – I heard from a lot of community members about the gratitude they feel for the PDH staff during this time. Major kudos for the quick testing and turnaround results.

- **Next Board Meeting**

January 14th, 2021

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS

Page 5 of 5

The next board meeting is scheduled for February 11th, 2021 at 4:00 p.m. Board packets will be provided electronically.

- **Adjournment**

There being no further business to discuss, the meeting adjourned at 5:15p.m



Bill Wickman, Board President
Board of Directors



Guy McNett, Board Secretary
Board of Directors