

JUNE 10TH, 2021

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

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

BOARD MEMEBERS ABSENT: None.

OTHERS PRESENT: JoDee Read CEO, Caleb Johnson CFO, Lisette Brown
CCO, Megan McCrorey CNO, Darren Beatty COO, Liz
Steffen, CIO, 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 4:01p.m. and invited public input.

- **Approval of Agenda**

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

- **Approval of Minutes from Regular Board meeting on May 20, 2021**

Director Kimmel moved to approve the regular board meeting minutes from May 20, 2021. Director Ryback seconded. Motion carried.

- **Approval of Plumas District Hospital's Strategic Plan 2021-2024**

Board discussion of the whole organization participating in Strategic Plan. Director McNett moved to approve Plumas District Hospital's Strategic Plan 2021-2024. Director Ryback seconded. Motion carried.

- **Approval of PDH's Critical Access Hospital Annual Review 2019-2020**

Director Ryback moved to approve PDH's Critical Access Hospital Annual Review 2019-2020. Director Kimmel seconded. Motion carried.

- **Regular Staff Reports**

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

- **Organizational Highlights:**

- JoDee Read introduced new Chief Information Officer, Elizabeth “Liz” Steffen.
- **May/June Highlights**
 - Finalized Strategic Plan and Annual Review Document
 - New Covid screening procedure for hospital and clinics has been implemented.
 - We currently have all three COVID-19 vaccines in the office and are offering it to patients on a daily basis.
 - The clinics had our Annual Compliance Review on 6/4/21. We had a few items to address but scored a 10/10 for both Indian Valley Medical Clinic and Plumas Rural Health Center.
 - The lab supported a successful Health Fair throughout the month of May. More than 300 community members participated in Dr. Mirrashed’s forthcoming COVID antibody study.
 - Inpatient Census has remained elevated since implementation of Hospitalist model.
 - Completed OB Beta Quest for 2020. Met all criteria
 - Completed virtual site visit by RPPC (Regional Perinatal Programs of California) went well.
 - May Mental Health Month Awareness-Wear Green Day was on May 19th for all PDH staff and was a success.

- **May/June Focus:**

- Survey Preparedness
- Standard Work Development
- Reduction of DNFB
- Building Projects
 - Daycare
 - Skilled Nursing
 - North Fork
- Organizational Policies

Approval of Organizational Policies

- Director Wickman spoke to address the process of the policies and motioned to approve the policies presented. Director Flanigan seconded. Motion carried.

Finance Report- Caleb Johnson, CFO, MBA

- Caleb Johnson reviewed the April 2021 financials, highlighting the relationship to the 7 Financial Pillars.
 - i. Achieve positive FYTD Net Income before GO Bond
 - April monthly increase of \$648, 330 increased Fiscal Year to Date Net Loss (Before GO Bonds) to \$2, 755, 700.
 - ii. Goal is to decrease gross AR days to 50;
 - April Gross AR Days decreased from 85 days to 79 days
 - iii. Goal is to decrease DNFB Days to 10;
 - April DNFB Days decreased from 22 days to 19 days
 - iv. Decrease Denial Write-Off Percentage to 2%;
 - April Denial W/O percentage increased from 6% to 7%
 - v. Goal is to maintain days' cash on hand at or above 60 days;
 - Decreased in April to 74 from 97 prior month
 - vi. Maintain current ratio at or above 3.0
 - Current ratio decreased to 1.8 from previous month
 - vii. Maintain long-term debt to capitalization percentage at or below 20%
 - Increased to 19% from 6% from previous month
- Proposed projects to be funded by the upcoming Measure A Series C bond issuance were discussed and include, in order of priority:
 - Distinct-Part Skilled Nursing Facility
 - Parking Lot Replacement
 - Land Acquisition
 - Infrastructure Improvements
 - North Fork Family Medical Building Remodel
 - Acquisition/Construction of Building for Support Staff
- **Approval of Medical Staff Credentials**

Appointments

Valeria Serban, MD	Neurology	Telemedicine
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Reappointments

Jason Rogers, PA-C	Family Medicine	Telemedicine
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Director Kimmel motioned to approve the medical credentials presented above.
Director Wickman seconded. Motion approved.

- **Director Remarks:**

Director Ryback – In regards to the finance, I don't think we will ever be that rural town where things are smooth, or we will have no hardship. In some ways, management can use that to their benefit, for example, if we are in the red we can make a piece of equipment work for a little longer.

Director Kimmel – Caleb, thank you for digging deep and opening up the financials and information involved, and your breakdown. Thank you for weathering this, and JoDee for understanding. I will look forward to seeing these numbers increase!

Director Flanigan – Thank you, Sierra for the update with the Foundation, it sounds like it's going in a great direction. Thank you to everyone for putting in extra hours to see where we are and where we are going. I appreciate everyone's leadership.

Director Wickman – I appreciate what everyone does to help lay out our future, and what we have to do to get to that place in the future. I am looking forward to favorable assistance if things fall into place.


Director McNett – No Comment.

- **Next Board Meeting**

The next board meeting is scheduled for July 8, 2021 at 4:00 p.m. Board packets will be provided electronically.

- **Adjournment**

There being no further business to discuss, the meeting adjourned at 5:34 p.m.



Bill Wickman, Board President
Board of Directors



Guy McNett, Board Secretary
Board of Directors