

**EASTERN PLUMAS HEALTH CARE DISTRICT
MEETING OF THE BOARD OF DIRECTORS**

Thursday, January 25, 2018

10:00 A.M.

EPHC Education Center, Portola, CA

Minutes

1. Call to Order.

The meeting was called to order at 10:05 am by Mr. Skutt.

2. Roll Call.

Present: Jay Skutt, Dr. Paul Swanson, Gail McGrath, Lucie Kreth and Harvey West.

Absent:

Staff: Tom Hayes, CEO, Jeri Nelson, CFO, Katherine Pairish, Assistant CFO, Eric Bugna, M.D., Shawn Rohan, CNO and Alanna Wilson, Administrative Assistant

Visitors: Approximately 3 visitors were present at the start of the meeting.

3. Consent Calendar.

Dr. Swanson motioned to approve the consent calendar. A second was made by Ms. Kreth. None opposed, the motion was approved.

4. Board Chair Comments.

Mr. Skutt reported on the recent Board Retreat. Mr. Skutt noted that the Executive Team had attended. Some topics discussed were customer service and becoming more community oriented.

5. Board Comments.

None

6. Public Comment.

None

7. Auxiliary Report

Ms. White was absent. Mr. Hayes reported that the organization is hiring a part time manager for the Nifty Thrifty.

8. Strategy Discussion

The Board discussed the future of the hospital. They will continue discussions during future board meetings.

9. Chief of Staff Report

Dr. Bugna reported that employees are enthusiastic for the clinic remodel to be completed. The current clinic will get a remodel once the addition is done.

Dr. Bugna reported on an article that discussed premature births due to the effects of marijuana.

10. Committee Reports

● **Finance Committee**

Dr. Swanson reported the organization had a loss of \$434,471.00. The Finance Committee also discussed the recently received IGT monies and monies to be received in the future. Ms. Nelson will discuss finances further in her report.

11. Management Report

Ms. Wilson and Ms. Satchwell gave a report on website compliance. Ms. Wilson stated that they had recently watched a webinar about website transparency and new regulations on transparency. Ms. Wilson stated that Board Agendas and Minutes are posted on the website as well as Board contact information. A new requirement is the posting of Enterprise Systems Catalog, which is now posted as well.

Ms. Satchwell noted that she had added additional items and links to the website to meet new compliance regulations. The newly added items are listed on the website under District Transparency.

12. Chief Nursing Officer Report:

- Ms. Rohan reported on core measures which are going well
- Ms. Rohan noted that employees are calling in for staff meetings if they are not on campus. This is helping with policies and procedures in the hospital.
- A discussion was had on how to better alert ER Doctors when a patient arrives as to ensure shorter waiting times.

13. Clinic Director Report

- Ms. Grandi reported that she is working with USC on an evaluation of the clinic processes. A recommendation will be made on how to create a better workflow.

14. Recommendation for Approval of Policies:

Ms. McGrath motioned to approve the no smoking policy. Dr. Swanson seconded the motion. None opposed, the policy was approved.

15. CFO Report:

- Ms. Nelson stated the Business Office has done well with collections. Accounts Receivable and cash are good. Finance is staying on top of Accounts Payable.
- Ms. Nelson reported the line of credit has been used for the Ambulance remount and the phone system. Ms. Nelson is still working on the loan with RCAC. The loan is up for review in early February.
- Ms. Nelson reported the recent Medi-Cal audit had gone well.
- Ms. Nelson reported on grant monies received which will help fund credentialing software, the RHC Conference in March and the Flex Conference in June.

16. CEO Report:

- Mr. Hayes reported the Loyalton boilers have been installed and are working. The rental boilers have been picked up and we are awaiting the final sign off from OSHPD.
- Mr. Hayes reported he will be attending the Rural Healthcare Conference in March. Members of the Executive Team will be attending the Estes Park Leadership Conference in March also.

- Mr. Hayes reported that Dr. Agarwall is still interested in coming January 2019. A contract is being sent to her. Mr. Hayes also reported on a doctor in Alaska who is interested in coming to the area and working at EPHC as well as PDH.
- Mr. Hayes reported that he has hired another recruiting firm, Fidelis Partners. They will work on recruiting a primary care physician.
- Mr. Hayes reported that Virginia Luhring has resigned as Chair from the Foundation Board.
- Mr. Hayes reported that Rick Boyd is looking into a company to perform a cyber security check.
- Mr. Hayes reported that he will not be in attendance at the February meeting. Ms. Nelson will give a report on his behalf.

17. Closed Session.

Mr. Skutt announced the Board would move into closed session at 11:10 am.; pursuant to Health and Safety Code 32155 and Government Code Section 54957.

18. Open Session Report of Actions Taken in Closed Session.

The Board returned at approximately 11:57 pm and announced:

I. With respect to Health and Safety Code 32155, to review reports on Quality Assurance.
No reportable action.

II. With respect to Government Code Section 54956, to discuss the purchase, sale, exchange or lease of real property.
The Board discussed the potential merger of the SVHD into the EPHC District. More meetings are being held with the SVHD Board.

I. III. With respect to Government Code Section 54957 to consider the following privileges and appointments to the medical staff.


a. One Year Provisional Privileges

- Cara Streit, MD OB/GYN
- Schedule 1 Virtual Radiology

b. Two Year Courtesy Privileges

None

II. **Adjournment.** Mr. Skutt subsequently adjourned the meeting at 11:59 pm.



Approval

2.22.18
Date