

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

Thursday, January 26, 2017

10:00 A.M.

EPHC Education Center, Portola, CA

Minutes

1. Call to Order.

The meeting was called to order at 10:01 am by Jay Skutt.

2. Roll Call.

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

Absent:

Staff: Eric Bugna, MD, Tom Hayes, CEO, Jeri Nelson, CFO, Alanna Collier-Wilson,
Executive Assistant

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

3. Consent Calendar.

Ms. McGrath motioned to approve the consent calendar with the removal of item 18, paragraph II from the minutes. A second was made by Dr. Swanson. None opposed, the motion was approved.

4. Board Chair Comments.

Mr. Skutt reported on an article he recently read in Trustee Magazine that reimbursement will be based on performance possibly starting in 2019. Mr. Skutt also commended the staff at EPHC for the all the effort they put in during the month of December.

5. Board Comments.

None

6. Public Comment.

None.

7. Auxiliary Report

No report.

8. Strategy Discussion

Mr. Hayes presented an action plan for the question previously discussed, where do we want to be in 2025? The plan includes establishing Behavioral Health Services, increase PR activities to improve image, re-evaluate seismic modifications, recruiting a primary care provider and research transportation options for patients.

9. Chief of Staff Report

Dr. Bugna reported that clinic operations are good and all of the providers in the clinic are staying busy. Dr. Bugna stated that the organization is doing a good job of getting their name out in a positive way; one example is the recent boiler emergency and keeping the public aware and updated.

10. Committee Reports

• **Finance Committee**

Dr. Swanson reported that there was a net income of \$972,274.00 for the month of November which included the PRIME grant. Dr. Swanson reported that expenses were well controlled in December however we did see an increase in expenses due to the Loyalton Boiler.

Dr. Swanson reported that Q/A indicators continue to improve.

11. Management Report: Steve Waldeck, Ambulance

Mr. Waldeck gave a brief overview of the Ambulance Department. Mr. Waldeck reported that the department has two ambulances staffed 24/7 in Eastern Sierra and Plumas counties. Each ambulance has 1 EMT and 1 Paramedic. Mr. Waldeck reported that the department is slightly understaffed and is looking to hire paramedics. Mr. Waldeck also reported that the new Zoll equipment is in the ambulances.

Mr. Hayes noted that the organization is working on fixing ambulance issues and repairing an aging fleet.

12. Chief Nursing Officer Report:

- Ms. Rohan reported on an influenza outbreak during the boiler outage. There was four cases total.
- Ms. Rohan reported on a recent pre-storm meeting noting that the hospital was well prepared. During the storm the Education Center was opened as a Warming Center, 3-4 members of the community used the center.
- Ms. Rohan reported that disaster funds have been requested for recent disasters.

13. Clinic Director Report

- Ms. Grandi reported that the new dentist Dr. Daniel Hoffman has started seeing patients in the Portola Dental Clinic. Dr. Hoffman is catching up on a backlog of patients at PDC before accepting new patients. New patients can be seen at Pine Street Dental Clinic.
- Ms Grandi reported on a new dermatologist Dr. J. Hibler. Dr. Hibler is doing very well and looking to add an additional day to his schedule.
- Ms. Grandi reported University of Washington AIMS Center will be implementing and providing training assistance for the new Behavioral Health Program.
- Ms. Grandi reported that the temporary modular should be delivered February 17th and the goal is to have staff occupy the building by March 3rd.
- Ms. Grandi reported that recruiting efforts are currently under way for a LCSW and Psychiatric FNP for the Behavioral Health Clinic.

14. Recommendation for Approval of Policies:

A motion was made to approve the following polices by Ms. McGrath. A second was made by Dr. Swanson. None opposed, the following policies were approved:

- Outpatient Quality Assurance

- NP and PA Scope of Practice
- Graeagle, Loyalton and Portola Rural Health Clinic Policy and Procedure Manual
- Housekeeping Annual Review
- Cardio-Pulmonary Annual Review

15. CFO Report:

- Ms. Nelson reported that the organization has received \$1.125 million in PRIME and IGT monies.
- Ms. Nelson reported a net income of \$972,274.00 for the month of November due mainly to grants and IGT monies.
- Ms. Nelson reported \$1.2 million has been put back into the LAIF account from IGT monies.
- Ms. Nelson reported that approximately \$150,000.00 has been spent so far on the Loyalton Boiler.
- Ms. Nelson reported that the accounts receivables balance is being paid down and A/R days are at 58.

16. CEO Report:

- Mr. Hayes reported that a temporary boiler has been installed at the Loyalton SNF, noting the challenges with OSHPD and the State of CA. The next phase will be deciding on a permanent replacement and funding, possibly from the USDA.
- Mr. Hayes reported on the recent DHLF Conference he attended stating that there was a lot of discussion regarding the ACA. Some of the items that were discussed included getting rid of the individual mandate, block grants to individual states and the state decides where funding goes and employing physicians.
- Mr. Hayes reported that he will be attending the CHA Advocacy day in March.

17. Closed Session.

Mr. Skutt announced the Board would move into closed session at 12:02 pm.; 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 12:27 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 54957 to consider the following privileges and appointments to the medical staff.

Ms. McGrath motioned to approve the following privileges and appointments to the medical staff as submitted. A second was provided by Dr. Swanson. None opposed, the motion was approved.

**a. One Year Provisional Privileges
Daniel Hoffman, DDS**

III. Adjournment. Mr. Skutt subsequently adjourned the meeting at 12:29 pm.



Approval

3.9.17
Date