

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

Thursday, December 1, 2016

10:00 A.M.

EPHC Education Center, Portola, CA

Minutes

1. Call to Order.

The meeting was called to order at 10:07 am by Jay Skutt.

2. Roll Call.

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

Absent: Lucie Kreth

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

Visitors: Approximately 5 visitors were present at the start of the meeting.

3. Consent Calendar.

Ms. McGrath motioned to approve the consent calendar with a change to item 4 in the minutes noted. A second was made by Dr. Swanson. None opposed, the motion was approved.

4. Board Chair Comments.

None

5. Board Comments.

None

6. Public Comment.

None.

7. Auxiliary Report

Ms. Balestri reported that sales for the month of October totaled \$14,153.00. Total is down a little from previous month and last year. Volunteer hours at the Nifty Thrifty totaled 739.5 and 19.5 in the hospital lobby. Ms. Balestri reported that the 50% off sale is happening December 1.

8. Strategy Discussion

What more can be done to improve the opinions of the community regarding EPHC?

The Board and all present discussed ideas such as newspaper articles highlighting providers and making sure we have stable, long-term providers. Other things discussed were welcome packets for new home owners, website update and launching the Patient Portal.

Mr. Hayes will follow up with the additional committees and return to the Board with their input.

9. Chief of Staff Report

Dr. Bugna reported that the new head of HHS is an actual Doctor which will hopefully generate good results.

10. Committee Reports

• **Finance Committee**

Dr. Swanson reported that there was a net loss of \$187,324.00 for the month of October. Volumes are down across all departments. Dr. Swanson stated that hospital finances are very complex and they rely a lot on IGT monies. Without the money from the IGT programs we would have a net loss every month.

11. Management Report: Anne Yoakum, HR

Ms. Yoakum reported that the new Employee Handbook is effective November 1st. The new handbook closely follows California Employment Law. In the new handbook the Skelly Hearing Process has been replaced with a Progressive Discipline Policy. Ms. Yoakum reported on the recent passing of Prop. 64 noting that we will be following Federal guidelines for banned substances.

12. Chief Nursing Officer Report:

- Ms. Rohan reported on two new monitors in the ER that were donated by the Auxiliary.
- Ms. Rohan reported that the current census in the Portola SNF and Loyaltan SNF is 25.
- Ms. Rohan reported that the new Loyaltan SNF Director of Nursing is Tracy Caudle.
- Ms. Rohan reported that the state had recently completed a survey in the SNF. There were a few minor corrections and the state has accepted the plan of corrections.
- Ms Rohan reported on a new Policy Committee that was recently formed. The committee will be going over policies in detail with each manager before uploading to a new program called Policy Stat.
- Ms Rohan reported on an upcoming state wide disaster drill.

13. Clinic Director Report

Mr. Hayes reported the following on behalf of Ms. Grandi.

- Mr. Hayes reported that the hiring process has begun for the Behavioral Health Clinic.
- Mr. Hayes reported that a dermatologist will be starting in mid December in the Portola Clinic.
- Mr. Hayes reported that new clinic construction will begin in the spring of 2017.

14. Recommendation for Approval of Policies:

No policies.

15. CFO Report:

- Ms. Nelson reported that the month of October looked good despite the loss.
- Ms. Nelson reported that \$1.8 million was funded to the IGT programs.
- Ms. Nelson reported that \$1.5 million had come back from the PRIME grant and was put into savings for the project.
- Ms. Nelson reported the organization looks good going into the winter months.
- Ms. Nelson briefly went over a breakdown of the leases and loans the organization has.

16. CEO Report:

- Mr. Hayes reported on the recent CA Rural Health meeting he attended. Mr. Hayes noted some of the topics discussed included physician recruitment, the Affordable Care Act and the EMR.
- Mr. Hayes reported that a contract has been negotiated with a dentist and he is expected to start early 2017.
- The new Dermatologist, Dr. J Hibler will start mid December.
- Mr. Hayes reported that the recent state survey in the SNF went well.
- Mr. Hayes reported that the City of Portola would like an easement on the property owned by EPHC for Sierra Buttes Trail Stewardship to build a hiking/biking trail. The Board is supportive in pursuing an easement with the city.

17. Closed Session.

Mr. Skutt announced the Board would move into closed session at 11:25 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 am 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
None

III. Adjournment. Mr. Skutt subsequently adjourned the meeting at 11:59 am.



Approval

1.26.17
Date