

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

Thursday, October 25, 2012

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 Gail McGrath

- 2. Roll Call.**
Present: Gail McGrath, Larry Fites, Janie McBride, Lucie Kreth and Jay Skutt
Absent: None
Staff: Tom Hayes, CEO, Dr. Eric Bugna, Chief of Staff, and Tiffany Williams,
Administrative Assistant.
Visitors: Approximately 4 visitors were present at the start of the meeting

- 3. Consent Calendar.**
Mr. Fites motioned to accept the consent calendar as submitted. A second was made by Mr. Skutt. None opposed, the motion was approved.

- 4. Board Chair Comments.**
None

- 5. Board Comments.**
None

- 6. Public Comment.**
None

- 7. Auxiliary Report**
Peggy Addington stated that she was providing the Auxiliary report for Kathy Davis who was out of town. Ms. Addington reported that they currently have \$196,020 in the bank of which \$4,500 is in the memorial fund for employee scholarships. Nifty Thrifty grossed \$16,006 in September which is down 2% from 2011. The Auxiliary logged 852 volunteer hours.

- 8. Chief of Staff**
Dr. Bugna stated that Dr. Blanco, Dentist has been seeing patients in the Dental clinic. He also stated that providers are being trained on the new electronic medical records system.

- 9. Policies and Procedures**
Ms. Whitfield reviewed the proposed policies. There was a brief discussion. Ms. McGrath motioned to approve the listed policies pending review by the Policy Committee. A second was made by Mr. Fites. None opposed, the motion was approved.

10. Committee Reports

• **Finance Committee**

Kreth reported that the Finance Committee met and reviewed the September financials. She also reported that we have started to receive the \$325.34 Skilled Nursing rate increase which will be retroactive to December 2011.

- 11. CFO Report:** Mr. Hayes stated Ms. Nelson was out of town. EPHC had a slight loss for the month primarily due to lighter volume as well as one large bad debt write off. Volumes were average for the month.

12. CEO Report

• **Project List Update:**

- Ambulance Barn: Mr. Hayes reported that we have applied for a 2 year extension so that we can delay the removal of the ambulance barn to make it coincide with the new boiler project.
- Boiler replacement: Mr. Hayes reported that Aspen Architects will be here on Monday to discuss the boiler plan as well as master planning.
- NPC modifications: Mr. Hayes reported that the bracing of the antenna is the only thing left to do for the NPC modifications. Once OSHPD approval is granted we will complete the work by year end.

- **EMR Modules Update:** Mr. Hayes reported that the Clinic PPD Module is being installed and provider training has begun. He also reported that the ER module will not be installed as it is no longer supported by Healthland. Alternatives are being investigated.
- **GI Coverage:** Dr. Mardini, Locums Tenen is seeing patients three days per month. Dr. Newman is also interested in providing coverage.
- **Community Needs Assessment Project:** Mr. Hayes stated that we are working with Mimi Hall, Director of Public Health to schedule another community forum due to the low turn out at the meeting last week. The next forum is scheduled for November 15th.
- **CT scanner replacement update:** Mr. Hayes reported that he is finalizing the pricing on the CT project. The estimated install date is January-February 2013. A mobile CT scanner will be needed as the CT will be down for approximately three weeks.
- **Other:** Mr. Hayes reported that there was a birth in the ER over the weekend and everything went well.


13. Closed Session.

Ms. McGrath announced the Board would move into closed session at 10:50 a.m., pursuant to Health and Safety Code 32155 and Government Code Section 54957.

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

The Board returned at approximately 11:53 pm and announced with respect to Government Code Section 54957, appointments to the medical staff were approved as submitted, with the exception of Trent Saxton, DC pending recommendations from the Medical Executive Committee regarding specific privileges. No other reportable action.

15. Adjournment. Ms. McGrath subsequently adjourned the meeting at 11:53 a.m.



Approval

12/06/12

Date