

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

Thursday, September 22, 2016

10:00 A.M.

EPHC Education Center, Portola, CA

Minutes

1. Call to Order.

The meeting was called to order at 10:03 am by Jay Skutt.

2. Roll Call.

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

Absent: Tom Hayes, CEO

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

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

3. Consent Calendar.

Mr. Skutt motioned to move item #6 to # 4 and item 4 and 5 to 5 and 6. Ms. McGrath motioned to approve the consent calendar with the noted changes. A second was made by Dr. Swanson. None opposed, the motion was approved.

4. Public Comment.

Mr. Skutt introduced Guy McNett from the Indian Valley Health Care District. Mr. McNett expressed his thankfulness to EPHC for the easy transition in handing over Indian Valley Medical Clinic to PDH. Mr. McNett felt the transition showed great collaboration amongst the two districts. Mr. McNett noted that Eastern Plumas Health Care had received the Rural Health Care award in 2008 and continuously strives to provide excellent health care. Mr. McNett was thanked by the Board and employees present for his ongoing efforts.

5. Board Comments.

None

6. Board Chair Comments.

Mr. Skutt gave a report on the recent Foundation Golf Tournament noting that it was a very successful event this year.

Mr. Skutt announced the vacancy on the Board of Directors. Mr. Skutt reported that there was one person who has shown interest in joining the Board of Directors of Eastern Plumas Health Care District. At this time Mr. Skutt introduced Mr. Harvey West. Mr. West spoke about his background in the community and what experience he has that would make him a valuable member on the Board of Directors.

After discussion, the current Board Members made a motion to appoint Mr. West to the Board of Directors of Eastern Plumas Health Care to complete the term expiring on December 7, 2018. A motion was made by Ms. McGrath. A second was provided by Ms. Kreth. None opposed, the motion was approved.

7. Auxiliary Report

Ms. Balestri was absent at this month's meeting. Ms. McGrath stated that the Auxiliary is doing well.

8. Strategy Discussion

This month the Board of Directors posed the following question:

- What are the various scenarios for the future that we can envision ranging from the best to worst case?

The general consensus of the Board and others present is that the organization will need to continue to work with government programs such as IGT programs and grants. The organization will have to be prepared to adapt to changing payer systems. Also, the Board feels that the hospital and clinics need to continue to do what we are currently doing to the best of our abilities and keep engaged with the community.

9. Chief of Staff Report

Dr. Bugna reported that the clinics and organization continue to work through all the different types of government programs and pay systems and are always ready for the changes in health care. Mr. Bugna stated that Ms. Grandi is doing a great job keeping the clinics running.

10. Committee Reports

• **Finance Committee**

Dr. Swanson reported a net income of \$54,687.00 for the month of August and a year to date amount of \$301,535.00. Dr. Swanson reported that the census in the Acute and the ED departments is helping with the increase in revenue, also helping to increase the volumes in Radiology and Ambulance Departments.

11. Management Report: Stan Peiler, Engineering

Mr. Peiler began his report by thanking Mr. McNett for his ongoing efforts at the Indian Valley Clinic.

Mr. Peiler reported that the maintenance department is working on painting the ambulance barn and the clinic in Loyaltown as well as completing various projects in the Skilled Nursing Facility. Mr. Peiler reported that the boiler rebuild has been completed in Portola saving the organization almost 4 million dollars. Maintenance will complete painting of the Portola campus next spring. Mr. Peiler also reported that the Behavioral Health Clinic project has begun and is being broken down into phases. The first phase has started which includes tree removal and the parking lot.

12. Chief Nursing Officer Report:

- Ms. Rohan reported that the average daily census in the Acute and ED was up last month and she hopes to keep the census up in the month of September and throughout the winter months.
- Ms. Rohan reported that the Zoll representative was at the Health Fair to demonstrate the new Auto Pulse machines.
- Ms. Rohan reported that the organization has received two new cardiac monitors.
- Ms. Rohan reported that there will be a Nursing Skills day being held in November.

- Ms. Rohan stated that both Skilled Nursing Facilities and Acute Departments are looking for nursing staff.

13. Clinic Director Report

- Ms. Grandi reported that Dr. Blanco has resigned and all appointments in the Dental Clinics are covered by the other Dental Providers.
- Ms. Grandi reported that the PRIME project is on the first phase of the parking lot and she is working on submitting a report for the next phase of funding.
- Ms. Grandi reported that Robin Jaquez, FNP will be the Behavioral Health Clinic program manager starting October 3rd. Ms. Grandi stated she will start recruiting for providers for the Behavioral Health Clinic towards the end of the year.
- Ms. Grandi stated that all of the Clinics will be having a facility site review in October by Anthem Blue Cross.

14. Recommendation for Approval of Policies:

Ms. Rohan reported that the Department Policies had been reviewed and approved by the MEC.

A motion was made by Ms. McGrath to approve the following polices.

Review of the following Department Binders:

- **OR**
- **PAR**
- **Infection Control**
- **Employee Health**
- **Ambulance**
- **MRI**
- **Central Supply**
- **Lab**
- **Cardio Pulmonary**
- **Material Management**
- **Radiology**
- **Nursing**

A second was made by Dr. Swanson. None opposed, the motion is approved.

15. CFO Report:

- Ms. Nelson reported that the average daily in Acute/Swing is 4.19 which has been great. Ms. Rohan has done a great job getting patients back from Renown for rehabilitation.
- Emergency Department volume is up along with Ambulance runs.
- Ms. Nelson stated that clinic volumes are back to normal and Ms. Kreth noted that the clinics are running a lot smoother since the conversion to the new EMR.
- Ms. Nelson reported that expenses are good and show a slight increase due to increase in volumes.
- Ms. Nelson reported that the census in the Portola Skilled Nursing Facility is 27 and the Loyalton facility is at 25.

16. CEO Report:

- Ms. Nelson reported for Mr. Hayes that Dr. John Hibler, Dermatologist is planning on joining EPHC to provide Dermatology Services.
- Ms. Nelson reported that the Annual Golf Tournament made approximately \$46,000.00.
- Ms. Nelson reported that the property in Loyalton has sold and the Foundation will receive approximately \$78,800.00 from the sale.
- Ms. Nelson reported that it has been one year since the conversion to the new EMR and overall the conversion went well.

17. Closed Session.

Mr. Skutt announced the Board would move into closed session at 11:37 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 11:58 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

- Benson McFarland, MD Psychiatry (Telemedicine)

III. Adjournment. Mr. Skutt subsequently adjourned the meeting at 12:01pm.

Approval

Date