

**EASTERN PLUMAS HEALTH CARE DISTRICT
REGULAR MEETING OF THE BOARD OF DIRECTORS
Thursday, September 25, 2014
10:00 A.M.
EPHC Education Center, Portola, CA**

Agenda

REASONABLE ACCOMMODATIONS: In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting please contact the Clerk of the Board at (530) 832-6564. Notification 72 hours prior to the meeting will enable the Eastern Plumas Health Care to make reasonable arrangements to ensure accessibility.

	<u>Presenter(s)</u>	<u>I/D/A</u>	<u>Page(s)</u>
1. Call to Order	Gail McGrath	A	
2. Roll Call	Gail McGrath	I	
3. Consent Calendar	Gail McGrath	A	
(A) Agenda			1-2
(B) Meeting Minutes of 8.28.14 Standing Finance Committee			3
(C) Meeting Minutes of 8.28.14 Regular Board Meeting			4-6
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4. Board Chair Comments	Gail McGrath	I/D	
5. Board Comments	Board Members	I	
6. Public Comment	Members of the Public	I	
7. Auxiliary Report	Katie Tanner	I/D	
8. Audit Report Presentation	Jeri Nelson/Jerrel Tucker	I/D/A	8-34
9. Chief of Staff Report	Eric Bugna, MD	I/D	
10. Committee Reports	Board Members	I/D	
• Finance Committee	McBride/Swanson		
• Quality Committee	McGrath/Kreth		
11. Q/A Report	Shawn Rohan	I/D	
12. Director of Nursing Report	Linda Jameson	I/D	

13. Director of Clinic Report	Bryan Gregory	I/D	
14. Recommendation for Approval of Policies		I/D/A	
• Annual Review of Nursing Policies			
15. Chief Financial Officer Report	Jeri Nelson	I/D	
• August Financials			35-45
• Audit			
• Other			
16. Chief Executive Officer Report	Tom Hayes	I/D	
• 2014/2015 Operations Plan			46-50
• Update on Life Safety Modifications			
• Fall Board Planning Retreat			
• Adhoc Committee on Board Policy Manual			
• Other			
17. Closed Session	Gail McGrath	I/D/A	
I. Closed Session, pursuant to Health and Safety Code 32155, to review reports on Quality Assurance.			
II. Closed Session, pursuant to Government Code Section 54957 to consider the following privileges and appointments to the medical staff:			
a. Recommendation for One Year Provisional Privileges			
• Marc Porot, MD Provisional-- Pain Management			
• Daniel Merges MD Courtesy-ER/Hospitalist			
b. Recommendation for Two Year Courtesy Privileges			
• Christina Potter, FNP --Courtesy Allied Health			
c. Approval of Virtual Radiology Schedule 1			
18. Open Session Report of Actions Taken in Closed Session	Gail McGrath	I	
19. Adjournment	Gail McGrath	A	

**EASTERN PLUMAS HEALTH CARE DISTRICT
SPECIAL MEETING OF THE STANDING FINANCE COMMITTEE
OF THE BOARD OF DIRECTORS
Thursday August 28, 2014
8:30 A.M.
EPHC's Administrative Conference Room**

Minutes

1. **Call to Order:** The meeting was called to order at 8:31 am by Dr. Paul Swanson
2. **Roll Call:**
Present: Paul Swanson, M.D.
Absent: Janie McBride
Staff: Tom Hayes, CEO, Jeri Nelson, CFO Alanna Wilson, Administrative Assistant
Guest: None
3. **Approval of Agenda:** The agenda was approved as submitted.
4. **Board Comments:** None
5. **Public Comments:** None
6. **CFO Report**
 - **July 2014 Financials:** Ms. Nelson reported that gross revenue exceeded \$3.4 million this month. Expenses are also up from this time last year. Utility expenses increased due to a rise in the use of diesel and electricity. "Other Expenses" increased this month due to State License Renewal fees. Overall the departments did well in July.
 - **Other:** Ms Nelson provided a handout showing the Net Revenue per department as requested by Dr. Swanson. A brief discussion was had by all present regarding the Telemedicine program.

Adjournment: Dr. Swanson adjourned the meeting at 9:47 am

Approval

Date

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

Thursday, August 28, 2014

10:00 A.M.

EPHC Education Center, Portola, CA

Minutes

1. Call to Order.

The meeting was called to order at 10:02 am by Lucie Kreth

2. Roll Call.

Present: Dr. Paul Swanson, Janie McBride and Lucie Kreth

Absent: Gail McGrath and Jay Skutt

Staff: Tom Hayes, CEO, Jeri Nelson, CFO, and Alanna Wilson, Administrative Assistant.

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

3. Consent Calendar.

Ms. Mc Bride motioned to accept the consent calendar as submitted. A second was made by Dr. Swanson. None opposed, the motion was approved.

4. Board Chair Comments.

None.

5. Board Comments.

Ms. Kreth stated that many of the Board Members will be running for election or re-election this upcoming year. She inquired as to whether or not they will be running unopposed. Mr. Hayes stated that they are all running uncontested.

6. Public Comment.

Ms. Linda Satchwell reported that the Preventive Health Clinics have gone very well and we will be hosting another one soon to fit in any patients that were unable to attend the previous clinics.

7. Auxiliary Report

Ms. White reported that Nifty Thrifty grossed \$16,392 in July and had 750.5 volunteer hours at Nifty Thrifty and 12 volunteer hours in the hospital lobby.

8. Chief of Staff Report

Dr. Bugna reported that Dr. Williams is practicing at EPHC and doing well.

9. Committee Reports

- **Finance Committee**

Dr. Paul Swanson reported that the hospital had almost \$100,000 in net revenues and 3.4 million in gross revenue for the month of July. Ms. Nelson will give more details in her report.

10. **Director Of Nursing Report:** Ms. Jameson reported the following:
- The C-Arm has arrived and will be used to install pacemakers by Dr. Dhond. Also it will be used for epidurals.
 - We are working with Feather River Community College's L.V. N. and E.M.T. programs. She expects to see their students on campus.
 - She will be meeting with Renown soon to discuss getting patients transferred back to swing beds at EPHC. A brief discussion was had on how this can be accomplished.

11. **Clinic Report:** Mr. Gregory reported the following:
- Dr. Porot is on track for starting epidurals in September.
 - Dr. Mark Williams will start practicing in the Graeagle Clinic on Wednesdays.
 - Bryan said he is working on keeping referrals within EPHC rather than sending out
 - We are currently looking for a male Internal Medicine Specialist
 - The Blue Cross/Shield ADA inspection went well

12. **Recommendation for Approval of Policies and Privilege Cards**

The following policy was reviewed:

- Complaints and Grievances

After a brief discussion Dr. Swanson motioned to approve the policy. A second was made by Ms. Kreth. None opposed, the motion was approved.

13. **CFO Report:**

- Ms. Nelson reported that we had \$55,000 profit more this year than July of last year. We had higher net revenue and bad debt was lower in July.
- 2 acute patients and 1 in swing is our hope for average daily census
- The clinics rates have increased this year due to our costs being higher last year.
- Ms. Nelson stated that the Auditor will be here to perform audit for fiscal year 6-30-13. He should be ready to present to the Board at the September meeting.
- There was a brief discussion on making the Telemed program more efficient and viable.

14. **CEO Report:** Mr. Hayes reported the following:

- Mr. Hayes discussed the 2013-14 Operations Plan and Project List.
- We are currently working on the Life Safety project which is going well. The next priority will be the diesel drainage ditch.
- Mr. Hayes has met with Steve Alfred to work on the lot line adjustment project.
- At this time, we do not have an update regarding the DP/SNF clawback from MediCal.

15. Closed Session.

Ms. Kreth announced the Board would move into closed session at 11:23 a.m.; pursuant to Health and Safety Code 32155 and Government Code Section 54957.

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

The Board returned at approximately 1:00 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.

Dr. Swanson motioned to approve the following revision as submitted. A second was provided by Ms. McBride. None opposed, the motion was approved.

a. Recommendation for Revision of non Tele-Med Privilege card

Ms. McBride 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. Recommendation for One Year Provisional Privileges

- **Marc Porot, MD (Pain Management)**

III. Adjournment. Ms. Kreth subsequently adjourned the meeting at 12:19 p.m.



8.28.14

Approval

Date