

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

**Thursday, January 28, 2016**

**10:00 A.M.**

**EPHC Education Center, Portola, CA**

**Minutes**

**1. Call to Order.**

The meeting was called to order at 10:00 am by Jay Skutt.

**2. Roll Call.**

Present: Dr. Paul Swanson, Janie McBride, Jay Skutt, Eric Bugna MD and Gail McGrath.

Absent: Lucie Kreth

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

Visitors: Approximately 4 visitors were present at the start of the meeting.

**3. Consent Calendar.**

Ms McBride motioned to approve the consent calendar noting the change in item 7. A second was made by Dr. Swanson. None opposed, the motion was approved.

**4. Board Chair Comments.**

Mr. Skutt stated that hospital had gone through a lot of changes and is doing well.

**5. Board Comments.**

None

**6. Public Comment.**

None

**7. Auxiliary Report**

Ms. McBride reported on behalf of Ms. Tanner that the Nifty Thrifty grossed \$14,233 for the month of November with 798 volunteer hours and 14.5 volunteer hours in the hospital lobby. For the month of December they grossed \$12,146 with 743 volunteer hours and 7.5 hours in the lobby.

**8. Mimi Hall, Plumas Co. Public Health**

Ms. Hall gave a report on the Community Assessment. Ms Hall explained the process for the upcoming assessment and how members and organizations are involved.

**9. Chief of Staff Report**

Dr. Bugna reported on new providers and stated that the community benefits from the providers that the organization offers.

**10. Committee Reports**

**• Finance Committee**

The Finance Committee reported that the month of November showed a loss in patient revenue due to the EMR conversion however, revenue is expected to increase in the upcoming months. The IGT payment of \$775,000.00 should arrive soon.

- **Q/A**  
Ms. McGrath reported that the Q/A Committee had recently met and discussed the core measures for the hospital.

**11. Clinic Report:**

A brief report was given on the clinics. Both had recently had a visit from the State. No deficiencies were found at both sites. Ms. Rohan stated that she is preparing for an anticipated state inspection this year. Mr. Hayes and Dr. Swanson commended Shawn for the great job she has been doing as Interim CNO.

**12. Recommendation for Approval of Policies:**

None

**13. CFO Report:**

- Ms. Nelson reported that the month of November was down in all departments. We are still seeing the impact from the EMR conversion.
- Ms Nelson reported that the month of December saw an improvement. Updates to the EMR conversion have been helpful. The year to date revenue is down due to the EMR and seasonal. Ms. Nelson stated that overall the organization has done well. Accounts payable is good and A/R days are at 70.
- Ms. Nelson reported briefly on the Dragon Dictation.
- Ms. Nelson reported that the IGT payment is expected by February.

**14. CEO Report:**

- Mr. Hayes gave an update on the Operations Plan.
- Mr. Hayes reported that the preliminary pricing on the Boiler Project is estimated to be \$4 million.
- Mr. Hayes reported that the Nurse Call project installation is complete and an inspection should be completed in early February.
- Mr. Hayes reported that the lot line adjustment had been approved by the city.
- Mr. Hayes reported that the last day the Indian Valley Clinic will be open is January 29. The opening date for the Pine Street Clinic has been delayed until we recruit a mid level provider.
- Mr. Hayes stated that Eastern Plumas Health Care is the number one rated Telemedicine Program in the state of California.
- Mr. Hayes gave a brief update about recruiting for and HR Director and Director of Clinics.

**15. Closed Session.**

Mr. Skutt announced the Board would move into closed session at 11:32 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 12: 25 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.

a. Approval of One Year Provisional Privileges

- **Fredrick Feil, OD**                      **Optometry**
- **John Petrini, DDS**                      **Dentistry**
- **Robert Riley, MD**                      **Dermatology**
- **John Scott, MD**                      **Urology**

b. Approval of Two Year Courtesy Privileges

None

**III. Adjournment.** Mr. Skutt subsequently adjourned the meeting at 11:27 a.m.

  
Approval \_\_\_\_\_

2.25.16  
Date \_\_\_\_\_