

**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

Minutes

1. Call to Order.

The meeting was called to order at 10:00 am by Gail McGrath.

2. Roll Call.

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

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

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

3. Consent Calendar.

Dr. Swanson motioned to approve the consent calendar. A second was made by Ms.Kreth. None opposed, the motion was approved.

4. Board Chair Comments.

Ms. McGrath reported on the new Portola reporter Ann Powers. Also, she noted the Board Retreat will be held next Wednesday at Nakoma.

5. Board Comments.

None

6. Public Comment.

Ms. Ann Powers was introduced as the new Portola Reporter for our local area.

7. Auxiliary Report

Ms. Tanner reported that the Nifty Thrifty had grossed \$14,873.00 for the month of September and had 931 volunteer hours at the thrift store and 20.5 volunteer hours in the hospital. Ms. Nelson acknowledged the Nifty Thrifty for their help in purchasing a digital x-ray machine for the dental clinic.

8. Chief of Staff Report

Dr. Bugna reported that the clinic is doing well and working on an Ebola plan. A brief discussion was held regarding the recruitment of a FNP as well as an Internist.

9. Committee Reports

- **Finance Committee**

Dr. Paul Swanson reported that clinics exceeded their September revenue goal by 71,000.00. Volumes are up in clinic and Accounts Receivable is up to 65 days.

Ms. McBride reported on the telemedicine program.

- **Planning Committee**

Mr. Skutt reported on the Lot Line Adjustment and the Boiler Project. He noted that Mr. Hayes is continuously working on the Boiler project and will update us with any new information.

10. Director Of Nursing Report: Ms. Jameson reported the following:

- Dr. Porot saw eleven patients in 2.5 days utilizing the C-Arm for epidurals.
- The Ambulance department will be using a new “field save” technique called Advanced Cardiac Life Support using newly purchased ice packs.
- Ms. Jameson discussed the hospitals plan for dealing with a patient who presents with Ebola like symptoms.
- At this time Mr. Gregory also discussed the Clinics plan for dealing with patients who have Flu or Ebola like symptoms.

11. Clinic Report: Mr. Gregory reported the following:

- Mr. Gregory will be presenting a new action plan for Telemedicine at the upcoming Board Retreat.
- The diabetes program via Telemedicine is performing great.
- Mr. Gregory discussed recruiting for the clinics. He stated that it is important to find someone who will fit within our organization and community.
- The clinics will be changing the scheduling template allowing patients to make same day appointments and expand on urgent care visits.

12. Recommendation for Approval of Policies and Privilege Cards

The following policies were reviewed:

- Annual Review of Nursing Admin. Policies
- Annual Review of Dietary Policies
- Code Red
- Marijuana
- No Weapons on Premises

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

13. CFO Report:

- Ms. Nelson reported that all departments did well. Net revenue was 1.8 million. Supplies are up and we need to be cautious on spending. We have 26 patients in Portola SNF and 21 in Loyalton SNF. Ms. Nelson briefly discussed graphs number three and number eight. The clinics are doing well and dental volume is outstanding.

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

- Mr. Hayes discussed that currently there is nothing new to report on the DP/SNF Clawback, We do not know when the retroactive payments will start. The lawsuit will be heard December 8th and a decision should be made that day.

- A brief discussion was held regarding the Boiler System and trying to keep it running.
- Mr. Hayes reported that we are waiting for OSHPD approval on the nurse call system.
- Mr. Hayes requested that the Board declare a 2001 Ford Ambulance and C-Arm equipment surplus.

Roll call vote was taken:

- Director Kreth-Approve
 - Director McBride-Approve
 - Director McGrath-Approve
 - Director Swanson-Approve
 - Director Skutt-Approve
- Mr. Hayes requested the board approve the Authorization to Bind for SCHIP grant approval.

After a brief discussion Mr. Skutt motioned to approve the Authorization. A second was provided by Ms. McGrath. None opposed.

15. Closed Session.

Ms. McGrath announced the Board would move into closed session at 11:25 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.
 - a. Mr. Skutt motioned to approve the following privileges and appointments to the medical staff as submitted. A second was provided by Ms. McBride. None opposed, the motion was approved.
 - a. **Recommendation for One Year Provisional Privileges**
 - **Cory Gonzales, PhD, Clinical Psychology-Telemedicine**
 - b. Dr. Swanson motioned to approve the following privileges and appointments to the medical staff as submitted. A second was provided by Ms. Kreth. None opposed, the motion was approved.

b. Updated Schedule 1-Virtual Radiology

III. Adjournment. Ms. Mc Grath subsequently adjourned the meeting at 12:31 p.m.


Approval

12.4.14
Date