



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

Thursday, December 7, 2023 at 5:00 p.m.

1. **Call to Order**

Meeting was called to order at 5:00 p.m.

2. **Roll Call**

Present: Paul Swanson, M.D., Board Member; Marcia Hughes, Board Member; Gail McGrath, Board Member; Linda Satchwell, Board Member

Not present: Augustine Corcoran, Board Chair. Director McGrath chaired the meeting since Vice Chair Satchwell attended remotely.

Staff in attendance: Doug McCoy, CEO; Katherine Pairish, CFO; Penny Holland, Chief Nursing Officer; Lorraine Noble, Director of Nursing Portola; Tamara Santella, Director of Nursing Loyalton; Tracy Studer, Director of Clinics; Jim Burson, Director of Rehabilitation; Joanna Garneau, Program Manager; Barbara Sokolov, Executive Assistant/Clerk of the Board.

3. **Board Comments**

None

4. **Public Comment**

None

5. **Consent Calendar**

- **ACTION:** Motion was made by Director Swanson, seconded by Director Hughes to approve the consent calendar.

Roll Call Vote: AYES: Directors Hughes, Swanson, McGrath, Satchwell

Nays: None

Not present: Director Corcoran

- **Public Comment:** None

6. **Auxiliary Report**

Director McGrath reported that the Auxiliary is doing well having taken in \$142,000 and netted close to \$80,000 this year.

7. **Staff Reports**

A. Chief Nursing Officer

Penny Holland

See December BOD report.

B. SNF Directors of Nursing

Lorraine Noble/Tamara Santella

See December BOD report. Lorraine also informed the meeting that they currently had 15

CAN applications for the upcoming CNA class beginning 4/1. Gail shared positive comment from family in LTC – that they couldn't have been treated better!

C. Director of Clinics

Tracy Studer

See December BOD report. Tracy also shared that her team's readiness for the CMS audit and overall timeline was promising.

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- D. Director of Rehabilitation Jim Burson
See December BOD report. Director Swanson asked about speech/language pathologist turnover. Jim explained that the role requires someone experienced and confident enough to build and promote the service and educate the community about it. Director Satchwell asked about pediatric occupational therapy. Jim explained that it treats children 1-18 years of age with a neurological diagnosis with physical and cognitive therapies.
- E. Program Manager Joanna Garneau
See December BOD report.
Answering a question from Lorraine, Joanna clarified that opportunities for grants or requests to find grant funding for specific projects should go to her.
- F. Chief Financial Officer Katherine Pairish
See December BOD Report. In response to a question from Director Satchwell about current financials, Katherine replied that EPHC was back to normal pre-COVID operations, that the AR issues from the Cerner conversion are actively being resolved, and that payments were coming in and being posted. Director Satchwell asked if the reports with charts and graphs were coming back and Katherine replied that they were and that their absence was due to the Cerner conversion.

8. Chief Executive Officer Report

Doug McCoy

The Finance Department has made significant gains in cash posting this month resulting in the completion of financial results for the first quarter, and estimates for both October and November. Although the Cerner implementation was challenging for Q1, EPHC remained ahead of budget and improved over the previous year. SNF census remained at or above budget while clinic and outpatient services exceeded expectations for the period. EPHC funded and received the most recent IGT with higher-than-expected reimbursement which will assist with our days cash on hand for the remainder of the calendar year. We anticipate a strong first half fiscal year report to be provided at the January Board meeting.

The EPHC Foundation Board has been very active, selecting the ambulance remount project as the current fundraising initiative. The Board has done end of year fundraising outreach to our EPHC vendors and community members/businesses in an effort to raise funds with receipt of the new ambulance expected in February of 2024. The USDA approved a grant to fund 50% of a new patient transport van, and we expect delivery before year end.

The Loyalton clinic is close to opening with a large LED sign installed in early November. We have met with CDPH and they have indicated that the license will be issued without the need for an onsite survey. We expect receipt of the license within the next two weeks, and can then initiate our grand opening event and begin operations. Following the opening we will have the CMS survey completed which is expected to occur 6-8 weeks after we begin operations.

We are proceeding with the replacement of the lab analyzer and will be going with a similar model from the current vendor to reduce operational delays and related implementation costs. The analyzer has been funded through the EPHC Auxiliary and we appreciate their assistance with procuring this important piece of equipment. The Mind Ray central monitoring system installation project is scheduled to begin January 8th with an anticipated completion time of 60-90 days to include on-site network assessments, equipment installation, and training.

We also began installation of the replacement fire panel project which includes replacement of all electronic smoke detectors, etc. The installation process has been more complicated than anticipated, but we expect completion to occur before the end of the month. Once fully installed, we will begin the installation of the hospital badge readers for the doors leading to both the ED and acute areas which will increase our security program.

COMPLIANCE PROGRAM:

There were no compliance reviews initiated for the period of October 21st through December 4th.

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Doug reported that despite Cerner conversion issues, IGT funding has increased and year over year revenue for the first 5 months is \$1.4 million better than last year. Expenses are down after years of climbing at a rate equal to increased revenue. Revenue is exceeding expenses. Stan Peiler, Director of Engineering, added that the fire alarm panel was in process. Other projects underway include remodeling the doctors' dictation area, replacing the xray, installing the new Central Monitoring System, Mind Ray, and the Loyalton Clinic. Doug provided an update on the possible acquisition of the Portola Courthouse building, shared that EPHC funded 115 holiday turkey meals through Portola Rotary, and that the appropriations funding for Loyalton Water was tied up in the House due to budget delays.

9. Approve Resolution

Resolution 299 – Ambulance Chassis

Public Comment: None

ACTION: Motion was made by Director McGrath and seconded by Director Swanson to approve this resolution.

Roll call vote: AYES: Directors McGrath, Hughes, Swanson, Satchwell.

Nays: None

Not Present: Director Corcoran

10. Policies

Public Comment: None.

ACTION: Motion was made by Director McGrath, seconded by Director Swanson to approve all policies.

Roll Call Vote: AYES: Directors McGrath, Hughes, Swanson, Satchwell.

Nays: None

Not Present: Director Corcoran

11. Committee Reports

Board Members

I/D/A

A. Finance Committee

Discussion about decrease in days cash on hand and understanding that it is due to Cerner, most is in AR, and financial outlook is strong.

12. Public Comment

None.

13. Board Closing Remarks

Good, informative meeting. Thanks to all.

Open Session recessed at 6:08 p.m.

14. Closed Session

A. Hearing (Health and Safety Code 32155)

Subject Matter: Staff Privileges

- Provisional 1 Year Appointments
 - Brinley West, FNP-C Clinic

B. Public Employee Performance Evaluation (Government Code Section 54957): CEO

15. Open Session Report of Actions Taken in Closed Session

The Board returned at approximately 6:20 pm

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A: ACTION- The Board members present approved a motion to provide staff privileges to all persons listed on agenda item 14.A.

Not present: Director Corcoran

B: No Action Taken.

16. Adjournment

Meeting adjourned at 6:25 p.m.