



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

Thursday, February 23, 2023 at 9:00 a.m.

1. Call to Order

Meeting was called to order at 9:02 a.m.

2. Roll Call

Augustine Corcoran, Board Chair; Gail McGrath, Board Member; Paul Swanson, M.D., Board Member; Marcia Hughes, Board Member.

Staff in attendance: Doug McCoy, CEO; Penny Holland, Chief Nursing Officer; Tracy Studer, Director of Clinics; Michelle Romero, Infection Prevention; Donna Dorsey, ER Manager; and 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 McGrath, seconded by Director Corcoran to approve the consent calendar.

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

Nays: None

Not present: Director Satchwell

- **Public Comment:** None

6. Auxiliary Report

None.

7. Staff Reports

A. Infection Control/COVID-19

Michelle Romero

See attached report. Michelle also noted that there was 1 positive COVID-19 case in the Loyalton SNF and they were responding with testing and contact tracing.

B. Chief Nursing Officer Report

Penny Holland

See attached report.

C. SNF Director of Nursing

Lorraine Noble

See attached report. Lorraine was not present.

D. Director of Clinics

Tracy Studer

See attached report. Tracy explained that she was looking for a physician to fill the gap left by Dana Kulp's departure. Director Hughes asked if pharmacy courier service would be a part of services provided by the new Loyalton clinic. Doug responded that it was being investigated as a possibility.

E. Chief Financial Officer

Katherine Pairish

See attached report.

8. **Chief Executive Officer Report**
OPERATIONAL OVERVIEW:

Doug McCoy

The Cerner EMR implementation project continues to be on schedule to go live on April 3rd. The second clinical and financial testing event was completed in early February, and user training will begin this week. Due to the complexity of the final 8 weeks of implementation preparation, we have delayed the SNF module build until after our April 3rd go live event. We anticipate activation of this module to occur in late Q3 this year.

We have identified two engineering firms to complete the structural engineering seismic assessment for the hospital and will add two more bids for review before selecting a vendor to complete the process. Although we are approved for the CA special assistance grant for funding assistance with this project, we have not been provided a funding amount through HCAI. Our goal is to have the costs associated with the engineering assessment covered under the grant funding and will continue working with HCAI prior to initiating this project.

The Loyalton clinic construction project timeline was revised for a second time due to an unexpected supply chain delay for the HVAC duct materials. Construction is now expected to be completed by March 1st. We are utilizing WipFli consultants for our CMS certifications to relocate licenses to the new clinic and will be scheduling a ribbon cutting ceremony once the licensing process is completed.

The hospital flooring installation project has been fully completed and we are very pleased with the results for our staff and patients. Labor and materials will now be moved to the Loyalton SNF campus to begin the same process at that location. We have secured funding to replace the fire panel at the Portola campus which was required to complete the bathroom installation project in the IT area as well as the electrical project to install badge readers in the hospital to increase security access. Both projects are expected to be initiated in the next 30-60 days.

The EPHC foundation board recruitment initiative has been very successful during the past month with three additional board members identified. We have two additional interested candidates as well as several community members who have expressed interest in participating with foundation activities. Barbara has revised the foundation bylaws which will be reviewed by legal counsel and should be adopted in the next 30 days.

We are pleased to now be contracted with Solutions at Work which will be providing Human Resource consultation to EPHC. Their firm specializes in HR regulatory guidance, policy and procedure development, revision to our employee handbook, and leadership training/development. We will be introducing their group to our leadership team on February 21st.

CUSTOMER SERVICE INITIATIVE:

We are very pleased with the recent patient satisfaction survey results for January, and the additional feedback we have received from patients through the expanded use of tablets in the clinics. From January 9th through February 13th the clinics have received 133 patient surveys. We appreciate our patients and customers providing this feedback so we can continue to enhance their experience. For 1/9-2/13 we have received the following experience feedback:

- 98% recommendation rate for clinic services
- 85% recommendation rate for ED services
- 100% recommendation rate for hospital swing bed services

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- 100% recommendation rate for outpatient therapy services
- 91% recommendation rate for lab services

Our next in-person Custom Learning Systems training workshop was scheduled for February 22nd but has been moved to March 30th due to ongoing community COVID cases. We have continued our strict mitigation/prevention protocols for the safety of our staff and patients and feel that this delay is warranted until the community case rate is reduced.

COMPLIANCE PROGRAM:

There were no compliance reviews initiated for the period of January 20th through February 17th.

9. Policies

Public Comment: None.

ACTION: Motion was made by Director McGrath, seconded by Director Hughes to approve all policies except for “Guidelines for Appropriate Health Care Decision-Making” pending identification of Ethics Committee per Director Hughes’s query.

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

Nays: None

Not present: Director Satchwell

10. Committee Reports

Board Members

I/D/A

A. Finance Committee

Director Swanson reported that the Finance Committee meeting was short and included a discussion of recent and upcoming legislative changes.

11. Public Comment

None.

12. Board Closing Remarks

Director McGrath said that she was thrilled that amid difficulties EPHC was doing so well, moving in a good and positive direction. Director McGrath concurred as did Director Swanson. Director Swanson noted that in more than 20 years, he has never seen EPHC on such smooth and consistent footing. He attributed this to CEO Doug McCoy’s leadership and initiatives. Doug responded appreciatively and said that thanks go to EPHC’s staff for their hard work and dedication.

Open Session recessed at 9:35 a.m.

13. Closed Session

A. Pursuant Hearing (Health and Safety Code 32155)

Subject Matter: Staff Privileges

- Active 2 year appointments
 - Adams, Robert DO ED/ Clinic
 - Dhond, Milind MD Cardiology
 - Howard, Kristy DO OB/ Gyn
 - Landeck, Scott MD ED

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

14. Open Session Report of Actions Taken in Closed Session

The Board returned at approximately 10:00 am.

A: ACTION- All providers approved for privileges

B: No Action taken

15. Adjournment

Meeting adjourned at 10:10 a.m.