

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

**Thursday, February 26, 2015**

**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, Gail McGrath, Lucie Kreth and Jay Skutt.

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

Visitors: Approximately 2 visitors were present at the start of the meeting

**3. Consent Calendar.**

Mr. Skutt motioned to approve the consent calendar with the following changes:

- Dr. Skutt should read Mr. Skutt.(pg. 4)
- In the previous meeting there was a discussion regarding data security so the minutes were changed to “Mr. Boyd gave a report on data security stating that EPHC is very diligent in protecting patient data. “

A second was made by Ms. McBride. None opposed, the motion was approved.

**4. Board Chair Comments.**

None

**5. Board Comments.**

Mr. Skutt gave a report on the P.C.S.D.A. meeting he recently attended.

**6. Public Comment.**

None

**7. Auxiliary Report**

Elaine White reported that the Nifty Thrifty grossed \$8,189.00 for the month of January.

They had 908.5 volunteer hours and 9.2 hours in the lobby. The Nifty Thrifty was closed for two weeks in the month of January for cleaning.

**8. Chief of Staff Report**

Dr. Bugna reported the clinic is running well. They are preparing for the new EMR system and the ICD-10 implementation.

**9. Committee Reports**

- **Finance Committee**

Dr. Swanson reported that the month of January had a small net loss. Contractuals are up due to managed MediCal payments. He discussed the upcoming transition to ICD-10. Ms. Nelson will give further detail in her report.

- Mr. Hayes reported on Q/A indicators. There will be new indicators showing up on future reports. A brief discussion regarding the online ranking of SNF units, hospital compare.

**10. Director Of Nursing Report:**

Ms. Jameson announced she will be leaving the organization March 6<sup>th</sup>. The Board Members discussed how much Ms. Jameson's hard work and dedication will be missed. Mr. Hayes noted that Ms. Jameson has been preparing well for her departure.

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

- Mr. Gregory will be leaving Doctor's XL and will become an employee of EPHC beginning March 1<sup>st</sup>.
- Overall the clinics did well in January. Graeagle clinic had 470 visits this month.
- Mr. Gregory reported that the Pain Management program has gone very well. The providers are happy with the program and are getting positive results.
- Dr. Mustafa is now seeing Dermatology patients full days every Wednesday.
- Mr. Gregory reported that our first Diabetic Retinopathy clinic is happening today in Loyaltown. Portola will have one on Saturday. He noted that Linda Satchwell has done a great job organizing this clinic.
- Mr. Gregory reported that we are moving forward with the Rural Health Application for site 2.

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

- Infection Control
- Employee Health

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

**13. CFO Report:**

- Ms. Nelson reported that the organization was on track for the month of January. Revenue and Expenses looked good however; we are struggling with reimbursements from Managed MediCal.
- Ms. Nelson discussed the Capital Budget. We are on track this year and have taken out a \$200,000.00 loan for equipment required for Centrique conversion.
- A brief discussion was had regarding scope replacement and being proactive on cleaning.
- Ms. Nelson reported that ICD 10 is set to start October 1<sup>st</sup>.
- Ms. Nelson noted that effects caused by the February storm were handled well by all employees involved.

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

Mr. Hayes reported that the planning committee will meet next week to discuss the Boiler replacement. OSHPD is suggesting the Biomass Boiler could be used as a secondary

source. Architects Nate Morgan and David Hitchcock along with Jonathan Kusel will attend. The planning committee will also discuss potential expansion of ER rooms.

- Mr. Hayes gave an update on the EPHC Project List.
- There was a brief discussion about the closing of the Skilled Nursing Facility in Quincy and the possible influx of patients to EPHC facilities.
- Mr. Hayes reported that the CLIA inspection went well. The exit interview went well and we will receive a positive report from the state.
- Mr. Hayes stated we are looking to hire an interim DON to replace Linda Jameson which will give us time to find a permanent replacement.
- Mr. Hayes also reported that he will be attending the upcoming CHA Legislative Day where he intends to discuss the Claw back and MediCal Managed Care. He also reported that we are bidding out our work comp program.

**15. Closed Session.**

Ms. McGrath announced the Board would move into closed session at 11:37 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 12:15 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. Approval of One Year Provisional Privileges

**b. Dr. Syed Mustafa-Provisional-Internal Medicine**

b. Approval of Two Year Courtesy Privileges

- **Dr. Wendy Flappan-Phy. Med. And Rehabilitation**
- **Dr. Paul Swanson-Emergency Medicine**
- **Dr. Robert Leckie-Radiology**

**III. Adjournment.** Ms. Mc Grath subsequently adjourned the meeting at 12:17 p.m.

  
Approval

3.26.15  
Date