

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

Thursday, March 29, 2018

10:00 A.M.

EPHC Education Center, Portola, CA

Minutes

1. Call to Order.

The meeting was called to order at 10:03 am by Mr. Skutt.

2. Roll Call.

Present: Jay Skutt, Dr. Paul Swanson, Gail McGrath, Lucie Kreth and Harvey West.

Absent: Eric Bugna, M.D., Shawn Rohan, CNO

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

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

3. Consent Calendar.

Ms. McGrath motioned to approve the consent calendar with the removal of item #8. A second was made by Dr. Swanson. None opposed, the motion was approved.

4. Board Chair Comments.

Mr. Skutt asked Mr. Hayes how employees address hostile patients after the recent shooting in Florida. Dr. Swanson and Ms. Grandi stated that employees and providers would contact law enforcement if any patient is an immediate threat to themselves or others. Mr. Hayes reported that the organization has a code silver alert and also panic buttons in many departments.

5. Board Comments.

None.

6. Public Comment.

None.

7. Auxiliary Report

Ms. White reported Nifty Thrifty volunteer hours for February were 585.5, lobby was 13.15.

Ms. White reported the Auxiliary has approved a donation to the hospital in the amount of \$85,000.00 for new SNF flooring. Lastly, the Nifty Thrifty will now have bill pay online.

8. Chief of Staff Report

None

9. Committee Reports

● Finance Committee

Dr. Swanson reported the organization had a loss of \$38,216.00. Dr. Swanson reported the construction loan in the amount of \$2.8 million will be closing and funding by the

end of next week. Dr. Swanson reported that the addition of new Behavioral Health providers will help increase the amount of visits in the program.

10. Management Report

Mr. Boyd, IT Director, reported on EPHC's approach to Ransomware. Mr. Boyd stated that there has been an increase in attacks by 320% in 2016-17 in the United States. Sixteen million records were compromised by opening emails, having outdated equipment and email scams. EPHC continuously test employees by sending out test emails to make sure employees are aware of what scams look like. The organization continuously updates equipment and software. The IT department blocks any know address or sites that contain ransomware and staff is trained on what to do if ransomware shows up on their pc. Mr. Boyd reported that he is talking with a company by the name of Wipfli to run a test on our system.

11. Chief Nursing Officer Report:

None.

12. Clinic Director Report

- Ms. Grandi thanked the Board of Directors for sending her and other Executive Team members to the recent Estes Park Conference.
- Ms. Grandi reported on a session at the conference that focused on Behavioral Health noting that many facilities are going towards the collaborative care model.
- Ms. Grandi reported that she is reviewing the current Pain Management Policy and making sure that there is consistency amongst providers.
- Ms. Grandi reported that PRIME program has met 3 out of the 5 reporting metrics for the year.
- Ms. Grandi reported that the locum Behavioral Health Provider has arrived. Staff is having trouble filling his schedule; patients are hesitant to see a temporary provider. Staff is being proactive to get patients in to see providers. Ms. Grandi reported that she is still working with the county to get mild to moderate patients in to the program and the addition of full time providers will help.
- Ms. Grandi reported that Dr. Mario Garibotti will be resigning as of June 30 to move back to Southern California. A pediatric dentist, Roxanne Gould, DDS will be joining the organization and working a couple days a month to see patients 12 and under.

13. Recommendation for Approval of Policies:

None.

14. CFO Report:

- Ms. Nelson reported February had a net loss of \$38,216.00. Expenses are under for the month.
- Ms. Nelson reported that the loan through RCAC is expected to close tomorrow and fund by the end of next week. The ambulance remount and phone system will be added to the loan.
- Ms. Nelson reported that \$1.5 million has been funded in IGT monies. \$3 million is expected to fund in May.

15. CEO Report:

- Mr. Hayes reported on the Operation Plan. Mr. Hayes stated that the SPC 4b seismic study is done and additional planning will take place over the next year. CHA is hiring a company to do a statewide study to see if the deadline to meet the seismic requirements can be extended. HR is working on in house trainings as well as training in conjunction with Alliance for Workforce Development and Butte College. Ms. Yoakum stated that she is working with Butte College to have training held at EPHC. The hospitals efforts to join partnership health have been put on hold until 2023 because the State is not interested in making this change at this time.
- Mr. Hayes reported on follow up from the Board Retreat. Training has been held on customer service and de-escalation skills. An advertising billboard is going to be placed above the Pine St. Clinic and EPHC will be sponsoring a community dinner at the Catholic Church on April 25th. Mr. Hayes will continue to work on all the items discussed at the retreat.
- Mr. Hayes reported he attended the CHA Rural Healthcare Symposium and met with Assemblymen Gaines and Dahle.
- Mr. Hayes reported that he and Mr. Skutt will be meeting with members from SVHD and Jon Benoit for consolidation of the two districts.
- Mr. Hayes reported that the clinic remodel will be completed by the end of April.

16. Closed Session.

Mr. Skutt announced the Board would move into closed session at 11:29 am.; pursuant to Health and Safety Code 32155 and Government Code Section 54957.

17. Open Session Report of Actions Taken in Closed Session.

The Board returned at approximately 12:17 pm and announced:

- I. With respect to Health and Safety Code 32155, to review reports on Quality Assurance.
No reportable action.
- I. II. With respect to Government Code Section 54957 to consider the following privileges and appointments to the medical staff.
- II.
- III. After discussion, Ms. McGrath motioned to approve the following privileges and appointments to the medical staff as submitted, and approve the procedural privileges pending approval of MEC.

a. One Year Provisional Privileges

- **Mark Cross, PA-C Allied Health**

A second was provided by Dr. Swanson. None opposed, the motion approved.


IV. After discussion, Ms. McGrath motioned to approve the following privileges and appointments to the medical staff as submitted, and approve the procedural privileges pending approval of MEC.

b. Two Year Courtesy Privileges

- **Christina Potter, FNP** **Allied Health**
- **Leora Sapir, FNP** **Allied Health**
- **Daniel Hoffman, DDS** **Dental**
- **John Hibler, MD** **Dermatology**

A second was provided by Dr. Swanson. None opposed, the motion approved.

V. **Adjournment.** Mr. Skutt subsequently adjourned the meeting at 12:18 pm.



Approval

4.26.18
Date