

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

Thursday, March 9, 2017

10:00 A.M.

EPHC Education Center, Portola, CA

Minutes

1. Call to Order.

The meeting was called to order at 10:01 am by Jay Skutt.

2. Roll Call.

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

Absent: Eric Bugna, MD, Jeri Nelson, CFO

Staff: Tom Hayes, CEO, Alanna Collier-Wilson, Executive Assistant

Visitors: Approximately 3 visitors were present at the start of the meeting.

3. Consent Calendar.

Ms. McGrath motioned to approve the consent calendar. A second was made by Mr. West. None opposed, the motion was approved.

4. Board Chair Comments.

Mr. Skutt reported on the Rural Health Care Symposium he attended in February. Mr. Skutt reported that some topics discussed were the ACA replacement, using data to serve patient population in the best way possible which includes a team based approach to patient care and making sure hospitals are collecting what they bill to insurance companies.

5. Board Comments.

None

6. Public Comment.

None.

7. Auxiliary Report

No report.

8. Chief of Staff Report

No report.

9. Committee Reports

• Finance Committee

Dr. Swanson reported a net income of \$567,323.00 for the month of January due mainly to the IGT, without the IGT there would have been a loss. Dr. Swanson reported that the organization is renewing their insurance with Optima. Dr. Swanson also reported that patients have been receiving payment from Delta Dental instead of EPHC being paid directly.

10. Management Report: Stan Peiler, Engineering and Maintenance

Mr. Peiler reported that his department is currently working on the boilers at the Loyalton facility. They are working on the plans with the architect for permanent boilers. Mr. Peiler also reported that maintenance is working on remodeling the Loyalton Clinic.

Mr. Peiler reported on projects at the Portola campus which include the new Behavioral Health Clinic, boiler options at Portola campus and the employee parking lot. Mr. Peiler reported that the bidding process for the new Behavioral Health Clinic must be completed by June 30 and the project is expected to last approximately 18 months.

Mr. Peiler also noted that the department has spent a lot of time cleaning up after the recent storm damage. Mr. Hayes reported that Nursing Admin. Assistant DeeDee Clark is calculating all expenses from the recent storm damages and will try to access emergency disaster funds from the city and county. The Board commended Mr. Peiler and his department for all their hard work during the storms.

11. Chief Nursing Officer Report:

- Ms. Rohan reported that the Policy Committee is working on updating policies with department managers and will begin uploading the policies to Policy Stat in May.
- Ms. Rohan reported the Disaster Binder is being updated to current standards by Nursing Administration.
- Ms. Rohan reported the current acute census is 3 and the census in both the Loyalton and Portola SNFs is 26.
- Ms. Rohan reported that the Loyalton SNF will be getting a new dog for their unit.
- Ms. Rohan reported on a grant from Sierra County for tough books to be used by EMS personnel. The new tough books will reduce the time it takes EMTs and Paramedics to write reports. Once the tough books are purchased and in use the current Surface Pro tablets will be used for the new translation service Stratus.

12. Clinic Director Report

- Ms. Grandi reported on the PRIME screening tool. Ms. Grandi reported the tool is currently being piloted with a family nurse practitioner. Ms. Grandi explained the process and noted that all providers will eventually be using the tool.
- Ms. Grandi gave a report on how the PRIME program is funded via infrastructure reporting and metrics.
- Ms. Grandi reported that the organization is currently recruiting for a LCSW or Psychiatric NP for the Behavioral Health Clinic.

13. Recommendation for Approval of Policies:

A motion was made to approve the following policies by Ms. McGrath. A second was made by Mr. West. None opposed, the following policies were approved:

- NP and PA Scope of Practice

14. CFO Report:

- Mr. Hayes reported that gross revenue for the month of January was down half a million due to the recent storms.
- Mr. Hayes reported the net income for January was \$567,323.00 due mainly to IGT monies.
- Mr. Hayes reported that expenses were down \$1.1 million in January.
- Mr. Hayes reported that the organization has switched linen services and will now be using AlSCO in place of Church St. Laundry.
- Mr. Hayes reported that Ms. Nelson is working on a USDA loan for boiler and infrastructure repairs in Loyalton.

15. CEO Report:

- Mr. Hayes stated that the 40th Annual Rural Health Conference will be held in May this year and he encourages Board Members to attend. Ms. Wilson will send out more information for the conference.
- Mr. Hayes reported on the Loyalton Boilers. The estimated purchase price of the boilers is approximately \$120,000.00. There will be approximately \$100,000.00 more that will need to be spent for the architect and OSHPD fees. Mr. Hayes reported that he will be meeting with the Sierra Valley Health Care District regarding possible financial contributions next week.
- Mr. Hayes reported that Linda Satchwell is working with Congressman LaMalfa regarding the ACA and scheduling a visit to this area.
- Mr. Hayes reported that the organization is working on recruiting and recently had a candidate visit from Indiana.
- Mr. Hayes reported that he will be attending the CHA Legislative Day in Sacramento March 14th and 15th.
- Mr. Hayes reported that he recently spoke with Louise Steenkamp regarding the MHSA funding.

16. Closed Session.

Mr. Skutt announced the Board would move into closed session at 11:30 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.

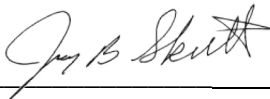
II. With respect to Government Code Section 54957 to consider the following privileges and appointments to the medical staff.

Ms. McGrath 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.

a. One Year Provisional Privileges

- **Rhonda Williams, MD**
- **Maria Levine, MD**
- **Leila Chaychi, MD**

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



Approval

4.27.17
Date