

**EASTERN PLUMAS HEALTH CARE DISTRICT
MEETING OF THE BOARD OF DIRECTORS
Thursday, August 23, 2018
10:00 A.M.**

EPHC Education Center, Portola Campus, Portola, CA
Minutes

- 1. Call to Order.**
The meeting was called to order at 10:00 am by Mr. Skutt.
- 2. Roll Call.**
Present: Jay Skutt, Dr. Paul Swanson, and Gail McGrath
Absent: Harvey West and Lucie Kreth.
Staff: Katherine Parish, CFO, Shawn Rohan, CNO, and Alanna Wilson, Administrative Assistant
Visitors: Approximately 4 visitors were present at the start of the meeting.
- 3. Consent Calendar.**
Dr. Swanson motioned to approve the consent calendar. A second was made by Ms. McGrath. None opposed, the motion was approved.
- 4. Board Chair Comments.**
Mr. Skutt reported The Hoedown for the Hospital sold out and raised \$33,040.00 to help purchase a Hematology Analyzer. Mr. Skutt reported on the recent PCSD meeting where they discussed joining LAFCO. Mr. Skutt reported on the upcoming ACHD conference in Pismo Beach.
- 5. Board Comments.**
Dr. Swanson stated the Hoedown was a great success and noted how nice it was to see how collaborative and generous the public is.
- 6. Public Comment.**
Ms. Noble reported the CNA program has been approved. The first class will start in late November to early December. The class will last five weeks and will have eight students consisting of four current employees and four students from the public.
- 7. Auxiliary Report**
Ms. McBride reported that manager gross sales for the month of June were \$15,599.00, net was \$4,358.00. Volunteer hours in the Nifty Thrifty were 758.
- 8. Chief of Staff Report**
None
- 9. Committee Reports**
Finance Committee

Dr. Swanson reported there is \$4.6 million between cash on hand and the LAIF fund. Dr. Swanson reported the committee discussed looking at how the organization can break even without without relying on funds from the IGTø. The committee discussed various possibilities for promoting and Public Relations.

10. Chief Nursing Officer Report:

- Mr. Pimentel reported on the Plan of Corrections noting there was 32 C-tags. Mr. Pimentel discussed the need for a CAH committee and restructuring of existing committees.
- Mr. Pimentel reported that an updated QI plan will be presented to the Board at the September meeting.
- Mr. Pimentel reported that he is looking at why outside patients are not getting lab work sent to their provider. Mr. Pimentel will report back to the Board with a solution.
- Mr. Pimentel reported the organization will be looking for an interim DON position for the Loyaltan Skilled Nursing facility.
- Mr. Pimentel introduced Ms. Dillon, Radiology Manager. Ms. Dillon reported on recent issues with Shared Imaging. The organization will be switching to Alliance Imaging for MRI scans. PDH and Seneca will be switching also. Ms. Dillon reported the Echocardiogram was delivered on Monday and is up and running. The first patient will be seen next Thursday.

11. Clinic Director Report

- Ms. Grandi reported the organization is working on making multiple policies global throughout the organization.
- Ms. Grandi reported the dental remodel is going well. Engineering is working with Patterson Dental on the remodel.
- Ms. Grandi reported that Mr. Peiler is working on updating signage for the clinic.
- Ms. Grandi reported PRIME metrics are due September 30th and the PRIME IGT will fund in October.
- Ms. Grandi reported Dr. Daniel Stoll and Beth Hill, PA have joined the organization.
- Ms. Grandi reported Behavioral Health has made good progress with Plumas County Behavioral Health.

12. Resolution 262

Changing start times of Regular Board Meetings

Dr. Swanson made a motion to approve Resolution 262. A second was made by Ms. McGrath. The motion was passed by a roll call vote with no opposition.

13. Recommendation for Approval of Policies:

After review by the Board of Directors, Ms. McGrath motioned to approve policies from the following departments:

- Administration
- Pharmacy
- Nursing
- Ambulance
- Employee Health

- Cardiopulmonary
- Infection Prevention
- Clinic
- EOP
- EOCC
- Lab

A second was made by Dr. Swanson. All were in favor and the policies were approved. All present had a discussion about creating a CAH committee to better process and review policies.

14. CFO Report:

Ms. Parish reported monthly net revenue is over budget by \$ 550,449.00. Contractual adjustments include \$3,440,410 received for 16/17 managed care IGTØs. Days in Accounts Receivable are at 55.

Ms. Parish reported total patient revenue is down \$496,953.00 from June 2017.

Ms. Parish reported Meyers Memorial visit went well and it was nice to network with their CFO.

Ms. Parish will be attending the WIPFLI conference in September.

Ms. Parish reported the Hoedown for the Hospital raised \$33,040.00 for the hospital with more donations expected.

15. CEO Report:

No report.

16. Closed Session.

Mr. Skutt announced the Board would move into closed session at 11:50 am.; pursuant to Health and Safety Code 32155 and Government Code Section 54957.

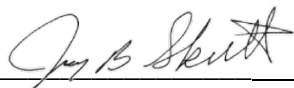
17. Open Session Report of Actions Taken in Closed Session.

The Board returned at approximately 12:13 pm and announced:

I. With respect to Health and Safety Code 32155, to review reports on Quality Assurance.

No report.

I. **Adjournment.** Mr. Skutt subsequently adjourned the meeting at 12:15 pm.



 Approval

9.27.18

 Date