

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

Thursday, August 24, 2017

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 and Lucie Kreth.

Absent: Harvey West

Staff: Tom Hayes, CEO, Eric Bugna, MD, Jeri Nelson, CFO, Alanna Wilson, Administrative Assistant

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

3. Consent Calendar.

Dr. Swanson motioned to approve the consent calendar with the noted changes to items 17 and 18; Mr. Skutt should read Dr. Swanson. A second was made by Ms. Kreth. None opposed, the motion was approved.

4. Board Chair Comments.

Mr. Skutt reported on the recent Plumas County Special District Association meeting he attended. Mr. Skutt reported about a discussion on financing and ways of lowering interest rates for special districts. Mr. Skutt reported there was a class held on governance. The Brown Act and travel issues were also discussed in this class. Mr. Skutt reported on the Little Hoover Commission and the items the Commission is currently working on.

5. Board Comments.

None

6. Public Comment.

None

7. Auxiliary Report

Ms. White reported gross sales for the month of July were \$11,312, net was \$5,125. There were 698.45 volunteer hours at the Nifty Thrifty and 17.45 in the hospital.

8. Chief of Staff Report

Dr. Bugna reported that clinic operations continue as normal. There have been some provider absences. Dr. Bugna reported that Dr. Flapan was featured in a news report about the opioid crisis in Plumas County. There was a discussion about the new pain management policies being put in place at EPHC.

9. Committee Reports

• Finance Committee

Dr. Swanson reported on the July financials. There was a \$167,637.00 loss in July. Clinic volumes are down due to provider absences. Dr. Swanson reported that there was an increase in expenses mainly due to the use of registries. Contractuals were up as well as bad debt.

• Planning Committee

Ms. McGrath reported the planning committee discussed the new clinic construction, Loyalton boiler replacement and the boiler rebuild in Portola. The committee also discussed the SPC 4 OSHPD report for Hospital structural compliance by 2030. Once the clinic project is completed, we will start planning for the SPC4 modifications.

10. Management Report:

No report this month. Mr. Peiler will report in September.

11. Chief Nursing Officer Report:

- Ms. Rohan reported that the average daily census in the Acute/Swing is 2.5-3 patients.
- Ms. Rohan reported the ambulance remount is in process and we should get it back by winter.
- Ms. Rohan reported that 3 CNA's have been hired in Loyalton.

12. Clinic Director Report

- Ms. Grandi reported that Dr. Kim will be returning part time to the clinic and via telemedicine.
- Ms. Grandi reported that providers will be discussing the new pain management requirements individually with each patient.
- Ms. Grandi reported that Dr. Flapan will be transitioning to telemed pain management in November.
- Ms. Grandi reported Christina Potter will return September 25, 3 days a week. Robin Jaquez will be in the Loyalton Clinic on Thursdays.
- Ms. Grandi reported that providers for the Behavioral Health Clinic are in place and patients have been very receptive and happy with the care. The PRIME reporting is on schedule.

13. Recommendation for Approval of Policies:

A motion was made to approve the following policies by Ms. Kreth. A second was made by Dr. Swanson. None opposed, the following policies were approved.

- Dietary

14. CFO Report:

- Ms. Nelson reported a loss in July of \$167,367.00.
- Ms. Nelson reported that contractuals and bad debt were high. Clinic volumes were also down due to provider absences. Clinic visits being down also affects ancillary services.
- Ms. Nelson gave an update on the loan process for the Behavioral Health Clinic. Ms. Nelson is currently working with three commercial lenders as well as the USDA.

15. CEO Report:

- Mr. Hayes gave an update on the 2016/17 Operations Plan.
- Mr. Hayes reported on the employee satisfaction survey. Overall the results were good. 84% of employees ranked their job satisfaction as a 4 or 5 while 75% of employees ranked manager approachability at 4 or 5. Communication and benefits are two areas that will need to be addressed. HR is planning to meet with each department to go over any areas of concern.
- Mr. Hayes reported on the Behavioral Health Clinic project.
- Mr. Hayes reported the Loyaltan Boiler replacement has been approved by OSHPD. Other projects happening on campus include painting and light pole installation for the new parking lot.
- Mr. Hayes reported that representatives from Senator Doug LaMalfa's office will be here on Friday to meet with the Board and Executive Staff.

16. Closed Session.

Mr. Skutt announced the Board would move into closed session at 11:39 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 am 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. A second was made by Dr. Swanson. None opposed, the following privileges were approved.


a. One Year Provisional Privileges

- Gail Prichard, MD Psychiatry

b. Recommendation for Two Year Courtesy Privileges

- Paul Swanson, MD Emergency Medicine
- Kenneth Moses, MD Emergency Medicine
- Marc Nielsen, DO Emergency Medicine

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


Approval _____

9.28.17
Date _____