



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

Thursday, August 24, 2023 at 5:00 p.m.

1. Call to Order

Meeting was called to order at 5:01 p.m.

2. Roll Call

Present: Paul Swanson, M.D., Board Member; Marcia Hughes, Board Member; Linda Satchwell, Board Member

Absent: Augustine Corcoran, Board Chair

Staff in attendance: Doug McCoy, CEO; Katherine Pairish, CFO; Penny Holland, Chief Nursing Officer; Lorraine Noble, Director of Nursing Portola; Tracy Studer, Director of Clinics; Barbara Sokolov, Executive Assistant/Clerk of the Board

3. Board Comments

None

4. Public Comment

None

5. Consent Calendar

- **ACTION:** Motion was made by Director McGrath, seconded by Director Hughes to approve the consent calendar with the correction to the 7.27.23 minutes that Director McGrath was not present and thus did not second the motion to approve the consent agenda.

Roll Call Vote: AYES: Directors Hughes, Swanson, Satchwell, McGrath

Nays: None

Not present: Director Corcoran

- **Public Comment:** None

6. Auxiliary Report

Director McGrath reported that all was going smoothly and productively at the Auxiliary.

7. Staff Reports

A. Chief Nursing Officer Report

Penny Holland

See August BOD report. Director Satchwell asked about Mind Ray, the new central monitoring system and Penny explained that it would communicate with the new EMR and provide full screen monitoring at the nurses' station.

B. SNF Directors of Nursing

Lorraine Noble/Tamara Santella

See August BOD report. Lorraine noted that the census was up to 58 with 27 in Portola and 31 in Loyalton. She shared that Dr. Stanton had told her that he sends kudos to EPHC for the great care provided to him and other patients.

C. Director of Clinics

Tracy Studer

See August BOD report. Tracy shared that the Clinics team had created a wonderful Employee Engagement Event serving root beer and orange floats to all EPHC staff. Discussed move to telehealth OB care with Director Satchwell.

D. Chief Financial Officer

Katherine Pairish

Due to the Cerner transition and impacts to revenue cycle reporting, no financial statements are available for reporting this month, but the finance team is getting caught up and is close to being able to have regular reports again. Katherine revised the budget to reflect less conservative IGT estimates, the reduced rate of reimbursement for SNF patients, and reduced rental revenue from dental office closure in Loyalton. The result was \$1.8 million net profit. Doug noted that efficiencies have decreased expenses year over year, that the anticipated volume was accurate and reflected anticipated growth, and that there had been no modifications to the capital budget. Director Satchwell then moved directly to item 10 on the Agenda to accommodate Dr. Swanson being on call in the Emergency Department.

8. Chief Executive Officer Report
OPERATIONAL OVERVIEW:

Doug McCoy

The Cerner post implementation project continues to be the primary operational focus for the EPHC management team during August. We continue to review all departments for documentation, coding, and revenue charges, and modify workflows as needed. Items that were not completed in the original build are also identified on the daily reviews with tickets generated for support through either our internal HIT team or Cerner. The Finance Department still is unable to generate financial statements through July, but progress has been made over the last 30 days. We have engaged a third-party vendor with Cerner expertise to assist with the revenue cycle process.

Given our ongoing focus with streamlining workflows and utilization of the new EMR system, we have made the decision to postpone the LTC module implementation indefinitely. Our planned go-live for the LTC module had been mid-October but feel our lack of available resources could prevent a successful implementation. Our current AHT system is not sunsetting and workflows have been established to continue documentation and billing integration with the Cerner system.

The Plant Operations Department completed the renovation project for the physician call house this month. The project was extensive and now provides a significant upgrade and modernization to reflect the high quality provided by our emergency physicians. The administration building also received a small remodel project and will include the redesign of the billing area to create additional office space for our new Patient Financial Services Manager. The upcoming priority projects include the installation of the fire panel in Portola, renovation of the purchasing/physician documentation area, replacement of the main lobby doors, and continuation of the flooring project in Loyalton.

The Loyalton clinic HVAC system was installed mid-August and we are awaiting the final equipment and computers in preparation for the grand opening event. Our WipFli consulting group will be on campus August 23rd to conduct a mock certification survey. We reviewed the CMS accreditation survey process with the Compliance Team which is the organization contracted by CMS to complete the survey process. Once they receive notification from EPHC on our survey readiness we will expect their arrival within 6-8 weeks. This will not delay the opening of the clinic.

EPHC will be providing a health and wellness fair for the community on Saturday August 26th in Portola. We have approximately 25 booths providing information on preventative care, financial assistance, Cal Aim services, utility support, and job opportunities within our organization. We are excited to offer this event to the district and look forward to a well-attended event.

Congressman Kevin Kiley is tentatively planning to attend a town hall event in Loyalton to discuss the water project that EPHC has been participating in for the past year. The appropriations finding request

that was submitted in March successfully made it through the sub-committee hearing for 2.2 million dollars, and we continue to work with the Congressman's office as the bill proceeds to the final appropriations process in September. I am looking forward to speaking with the Congressman in detail on this project as well as health care related topics and legislation which are important to our community.

Both Joanna Garneau and Pat McCarthy representing our EPHC Foundation Board attended a rural grant training program held on August 2nd. This program provided additional grant opportunities which can be accessed by EPHC, and we appreciate the interest by the Foundation in supporting and assisting with future project funding.

CHI Optima which provide our insurance coverage completed an onsite risk assessment earlier this month. The process included a detailed review of our policies and procedures, risk mitigation plan, and campus tour. The result was a score of 4.4 on a 5-point scale which indicated that our processes were working well to ensure proper patient care and safety. Recommendations from the assessment will be shared with the management team for implementation.

Our ongoing seismic planning project was reviewed on August 11th with the Aspen Street Architects for both SPC and NPC standards. Both plans are required to be submitted to HCAI by January 1, 2024. The SPC standards for the structural requirements of the hospital have already received a preliminary review by HCAI. The NPC standards which include large equipment bracing, emergency power, temporary water/sewer services, etc. are in development. EPHC will be participating in an HCAI compliance seminar for NPC standards at the end of the month, followed by completion of the plan for submission at the end of the year.

COMPLIANCE PROGRAM:

There were no compliance reviews initiated for the period of July 22nd through August 18th.

Doug also reported that Dr. Ryan Sipherd had joined the ED and was receiving positive reviews and that another physician was also interested in joining the ED. Taryn Russell will be starting in Finance in early October and a new physical therapist had recently come on board as well.

9. Policies

Public Comment: None.

ACTION: Motion was made by Director Hughes, seconded by Director McGrath to approve all policies.

Roll Call Vote: AYES: Directors McGrath, Hughes, Swanson, Satchwell

Nays: None

Not present: Director Corcoran

10. Committee Reports

Board Members

I/D/A

A. Finance Committee

Director Swanson reported there had been no Finance Committee meeting due to Director Corcoran's absence. Director Swanson explained that he had spoken with Katherine and Doug since the last meeting and that they had satisfied the concerns he had raised about the budget last month.

- **ACTION:** Motion was made by Director Swanson, seconded by Director Hughes to approve the budget.

Roll Call Vote: AYES: Directors Hughes, Swanson, Satchwell, McGrath

Nays: None

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Not present: Director Corcoran

- **Public Comment:** None

11. Public Comment

None.

12. Board Closing Remarks

Director Satchwell commended Doug for his report and the positive trends across the board at EPHC.

Open Session recessed at 5:44 p.m.

13. Closed Session

A. Hearing (Health and Safety Code 32155)

Subject Matter: Staff Privileges

- Active 2 Year Appointments
 - Brooks, Michael DPM Clinic/ Podiatry
 - Printz, Richard MD Clinic/ Gynecology
 - Swanson, Paul MD Emergency Department
 - Althaus, Sandra MD Tele Radiology
 - Carlevato, Nicolas MD Tele Radiology
 - Goldberg, Eric MD Tele Radiology
 - Jackson, Leon MD Tele Radiology
 - Leckie, Robert MD Tele Radiology

B. Public Employee Performance Evaluation (Government Code Section 54957): CEO

14. Open Session Report of Actions Taken in Closed Session

The Board returned at approximately 10:40 am.

A: ACTION- The Board unanimously approved a motion to provide staff privileges to all persons listed on agenda item 13.A.

B: No Action Taken.

C: No Action Taken.

15. Adjournment

Meeting adjourned at 6:00 p.m.