

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

**Thursday, May 27, 2010**  
**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 Gail McGrath.

**2. Roll Call.**

Present: Gail McGrath, Larry Fites, Janie McBride and Lucie Kreth

Absent: Lester Premo

Staff: Tom Hayes, Jeri Nelson, Eric Bugna, MD, Julie Aguiar, and Tiffany Williams.

Visitors: Approximately 8 visitors were present at the start of the meeting

**3. Consent Calendar.**

Mr. Fites moved to accept the calendar as submitted. A second was provided by Ms. Kreth and the motion passed.

**4. Board Chair Comments & Discussion.**

Ms. McGrath commented on attending the Memorial for Sam Hardin as well as thanking the public for appearing.

**5. Board Comments.**

- Mr. Fites reported the he; Ms. Kreth and Mr. Hayes attended the ACHA Conference May 12-14. He stated that the quality was outstanding and energizing. Some of the items that were focused on were professionalism, transparency, integrity of the Board at a district level, the use of an advisory council and strategic planning as well as director compensation. Ms. Kreth stated that the ACHD was comparable to the Governance conference that she recently attended but was more relevant to us as a district. Mr. Hayes provided a report on specific follow up ideas from the conference on how to recruit a surgeon, reviewing productivity of the clinics and Inner Governmental Transfers.
- Ms. McGrath would like all staff to know what the Board is doing. It is suggested that two Board members attend the Employee Forums that will be scheduled soon.

**6. Public Comment.**

Kathy Davis thanked Tiffany Williams and Julie Aguiar for planning the memorial for Sam Hardin. She also reported that a friend who had recently visited the ER had an excellent experience.

**7. Committee Reports.**

- Report on Quality Assurance: Ms. Kreth reported that she is happy with the progress that is being made. Mr. Hayes discussed the importance of credentialing and proctoring new providers. Ms. McBride has temporarily stepped down from the QA committee and Ms. McGrath will be attending in her place.
- Finance: No Report
- Standing Planning Committee: No Report.

**8. Auxiliary Report.**

President Kathy Davis reported that the Auxiliary lost long time member Sam Hardin. The Nifty Thrifty is gradually making money. There is \$150,000 in all accounts, of which, \$8,000 is in the memorial fund reserved for scholarships. Donations are up. The Auxiliary will be the recipient of the "Community Service Award" being presented during the Mohawk Valley Independence Day Festivities.

**9. Foundation Report.**

No Report. The Foundation will be meeting 5/27/2010.

**10. Chief of Staff Report.**

Dr. Bugna states that is easy to talk about Quality, but difficult to make it work. Mr. Hayes referred to a quality "Score Card". People tend to self correct and by providing the statistics showing where EPHC stands it will make everyone aware of what needs to be done.

**11. Department Manager Report: Nursing.**

Mark Schweyer, RN, DON, gave a brief description of his background as well as a report on ED and Acute Nursing as group. A few of the items discussed: Wound Care Program, Pharmacy Build, EMR Build and Integration, Sepsis Program, Smoking Cessation Program as well as refining the staff orientation process. Mr. Schweyer also discussed his vision to develop a Critical Care Transport Team. Mr. Hayes added the Mr. Schweyer himself has already participated in several EPHC Critical Care Transports. In response to Ms. Nelson, Mr. Schweyer stated that EPHC is designated as a "Stand by ER".

**12. CEO Report.**

- **General Updates.** Mr. Hayes handed out the California Hospital Association Healthcare Reform Timeline which includes points of interest over the next 10 yrs. Rebecca Roares, DMD has joined the Portola Dental Clinic two days per week, Dr. Hildebrand will continue to work 2-3 days per week. We are continuing the joint recruiting of a surgeon with Seneca and Plumas District Hospital as well as looking into an alternative. Two Family Nurse Practitioners are in the process of being credentialed to work in the Clinics. The Advisory Council has a meeting scheduled on June 9<sup>th</sup> for those who did not make the first meeting as well as a meeting scheduled on June 17<sup>th</sup> for the entire Council. Linda Peterson will help facilitate the June 17<sup>th</sup> meeting. MJ Philps and Associates will be on campus on June 14-16 to conduct interviews for the Strategic Plan. Ms. Williams will be scheduling the interviews.
- **Project List Update.** The Acute Nursing Station is 50% complete and is currently delayed to start the Lab move to the basement which is scheduled for next weekend. The City will be sweeping and restriping the parking lot for \$ 1,800.00. The Dietary Remodel is still awaiting OSHPD plan approval. We received a high bid for the painting in Loyalton. On Dave Stanear's return from vacation we will put the project out to bid to several bidders. Correction to Project List: USDA funds available for Loyalton \$150,000.
- **Website Demo.** Ms. Aguiar reports that approximately 60% of the web site has been developed on our side. A brief demonstration was given of the home page and various links. She anticipates that the website be complete by the beginning of the fiscal year.
- **DME Services.** Mr. Hayes advises that it has become a challenge to run the DME business due to regulations, reimbursement and complicated billing processes. We have received bids from two firms to sell the business, Accellence and Lincare. We have received a fair offer from Accellence and believe they are a good choice. They have offered our two DME employees employment as well as agreed to continue to provide service to the area. The transition plan is to notify patients and finalize the details of the contract. Accellence plans to open an office in Portola. Ms. McBride states that is very important that our employees are ok. Mr. Berg states that he and Ms. Dolling have been informed of this decision and are concerned that are patients be notified before

- **Joint Board Meeting with Tahoe Forest Hospital.** A Joint Board Meeting was held on Thursday, May 20<sup>th</sup>. It was agreed the Steve Gross would draft a “Letter of Intent to Collaborate” which would outline the goals of our cooperative efforts. Mr. Hayes and Mr. Schapper will identify specific items. The Letter of Intent will be brought to the Board at the June meeting and we will review the progress of the collaboration monthly. Mr. Fites comments that sharing ideas will only help enhance services for everybody. Mr. Kreth commented that she is happy to have Tahoe Forest as a resource.

**13. CFO Report.**

**April 2010 Financials.** Ms. Nelson reports that April was not a good month. On a positive note our AR days are at 57-58 days and we are paying down our vendors. Our credit line currently has a balance of \$50,000 and plan to pay it off by the end of May. We are rounding out the fiscal year and are deep in the budget process. Ms. Nelson will have a 2010/2011 budget to present and approved at the June Board meeting.

**14. Approval of Policies and Procedures.** Ms. Whitfield reports that there are three manual ready for the subcommittee to review.

**15. Closed Session.** Ms. McGrath announced the Board would move into closed session at 12:00pm.

**16. Open Session Report of Actions Taken in Closed Session.** The Board returned at approximately 1:28 pm and advised no reportable action was taken.

**17. Adjournment.** Ms. McGrath subsequently adjourned the meeting.

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Approval

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Date