



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

Thursday, September 25, 2025 at 4:00 p.m.

1. Call to Order

Meeting was called to order at 4:11 p.m.

2. Roll Call

Augustine Corcoran, Board Chair; Gail McGrath, Board Member; Paul Swanson, M.D., Board Member; Linda Satchwell; Board Member; Marcia Hughes, Board Member.

Staff in attendance: Doug McCoy, CEO; Katherine Pairish, CFO; Megan McCrorey, Director of Ancillary Services; Tracy Studer, Director of Clinics; Max Barroso, Director of Rehabilitation; Lorraine Noble DON; Renee Balderas, ADON; Vanessa Zeigler, ADON

3. Board Comments

None

4. Public Comment

None

5. Consent Calendar

- **Approval of Minutes** – Approval of the minutes from the August 28, 2025 Board of Directors Meeting and the agenda for the September 25, 2025 meeting.
- **ACTION** – Motion was made by Director McGrath, seconded by Director Swanson to approve the minutes as presented

Roll Call Vote – AYES: Directors Satchwell, McGrath, Corcoran, Hughes, and Swanson
Nays: None

- **Public Comment:** None

6. Auxiliary Report

No current report provided.

Gail McGrath

7. Staff Reports

A. Chief Nursing Officer Report

See attached report

Penny Holland

B. SNF Director of Nursing

See attached report

Lorraine Noble

C. Director of Clinics

See attached report

Tracy Studer

D. Director of Ancillary Services

See attached report

Megan McCrorey

E. Chief Financial Officer

See attached report

Katherine Pairish

8. Acceptance of Draft Financials as Presented Augustine Corcoran

ACTION: Motion was made by Director Corcoran, seconded by Director Swanson to approve the draft financials as presented.

Roll Call Vote: AYES: Directors Corcoran, Satchwell, Swanson, McGrath, Hughes
Nays: None

Public Comment: None

9. Chief Executive Officer Report

Doug McCoy

OPERATIONAL OVERVIEW:

After lengthy delays in processing from the California Centralized Administrative Branch, both the mobile MRI and temporary Senior Life Solutions applications have been forwarded to the Chico DHS office for final approval. A site survey will be conducted on 9/24 for the SLS project, and we anticipate a similar review to be completed for the MRI location before the end of the month. This final step should result in our receipt of licensure and initiation of services for both programs in October.

Megan McCrorey led the completion of our SRHRP grant application to HCAI requesting approximately \$720,000 in grant funding for our seismic compliance planning. Some of the funding requested would reimburse EPHC for expenses incurred over the past two years with the additional funding to be used on materials testing, engineering reports, etc.. We anticipate a decision on the grant to be received before the end of the year. In addition, we have requested an available three-year extension on construction to assist with the management of expenses due to implementation of HR.1.

We have finalized vendor agreements for several key projects to include replacement of the main hospital roof, a new ultrasound for the Radiology Department to replace a 15-year-old unit, the purchase of an ultrasound machine for the ED (through the EPHC Auxiliary), and the general contractor agreement for the CalAIM renovation project. Acquisition of the equipment or initiation of the work scope will begin October 1st.

A review of our cyber and HIPAA security systems was conducted this month with a comparison to the same time period in 2024. The results showed a significant decrease in our level of risk and ongoing fortification of our cyber security network. We thank Cathy Tehee, HIM Director and the ITS security team for their efforts in this accomplishment.

EPHC continues to be active in events supporting community efforts and initiatives. These have included covering the cost for the Rotary fly-in breakfast for all first responders, sponsoring materials for the Pop Warner cheer team, medical supplies for a health mission in Guatemala through our ambulance team member and gift cards for our CalAIM clients. Upcoming we will be hosting the Portola Community Supper event at the Catholic Church on September 24th, the Portola Trunk-or-Treat event on October 25th, and providing turkeys for the Thanksgiving-in-a-box program through the Portola Resource Center and Rotary Club which will be our 5th year supporting this event. We are also looking forward to selecting applicants for the Dr. Christopher Stanton scholarship provided through the EPHC Foundation.

As we approach the fall, there have been questions regarding available vaccinations amid pending or changing recommendations from the CDC. Currently EPHC has both the regular and high dose flu vaccines available for staff and the community. RSV vaccine is also available at our clinic locations. This week we received notification that the new COVID vaccine is now available to order, and we will be stocking the clinics upon receipt of our shipment. We continue to monitor the situation at a State

and Federal level to eliminate issues related to ordering and dispensing to mitigate barriers to community members.

10. Policies

Public Comment: None.

ACTION: Motion was made by Director Corcoran, seconded by Director Satchwell to approve the policies presented for September.

Roll Call Vote: AYES: Directors Corcoran, Satchwell, Swanson, McGrath, and Hughes
Nays: None

11. Committee Reports

Board Members

A. Finance Committee

Director Swanson discussed the Finance Committee review of the revised budget for FY 2025/26. The Finance Committee recommends the operating and capital budget be approved as presented.

ACTION – Motion was made by Director Swanson, seconded by Director Satchwell to approve the operating and capital budget for FY 2025/26

Roll Call Vote: Ayes: Directors Corcoran, Swanson, Satchwell, McGrath, Hughes
Nays: None

12. Public Comment

None.

13. Board Closing Remarks

None

Open Session recessed at 5:19 p.m.

14. Closed Session

A. Pursuant Hearing (Health and Safety Code 32155)

Subject Matter: Staff Privileges

Tele-Radiology

- Schoellerman, Manal M.D. - 2 year

Clinic

- Striet, Cara M.D. - 2 year
- Brooks, Michael - 2 year
- Grant, Elizabeth L.M.F.T. - 1 year
- Coll, Daniel P.A. - 1 year

Emergency Dept.

- Swanson, Paul M.D. - 2 year

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

15. Open Session Report of Actions Taken in Closed Session

The Board returned at approximately 5:30 p.m.

A: ACTION- The Board unanimously approved a motion to provide staff privileges to all persons listed on agenda item 14.A with Director Swanson abstaining from the vote.

B: No Action taken 14.B

16. Adjournment

Meeting adjourned at 5:30 p.m.

DRAFT

**Eastern Plumas Health Care
Board Report
Penny Holland CNO**

9-25-2025

Mindray the company who brought us the central monitoring system in the hospital has been demonstrating a Point of care ultrasound machine that the MDs in the ER can do quick scans of patients, nurses can use to start difficult IVs. The auxiliary has graciously offered to purchase this for the ED which will enhance our capabilities for patient care.

Donna and I have been meeting with the city and county about extended power outages and who is responsible for setting up warming centers with winter fast approaching. People need Oxygen ongoing and with extended outages they come to the hospital looking for the help. In the past we have let people sit in the lobby to charge things back up, but this is not the answer. In the end the city/county will open warming center but no answer for oxygen backup found yet.

We have one traveling nurse which we are hiring as per diem. We still need more per diem nurses.

Attended the Feather River College Annual College and Career Fair September 16th. We feel like we had some good exposure with junior and seniors for Loyalton, Portola, Quincy and Chester high schools. We collected over 20 names which our HR will reach out to the students with information about EPHC.

**Eastern Plumas Health Care
Nursing Division
Skilled Nursing Facilities
Board Report 9/22/2025
Lorraine Noble RN**

Current census is 60

- 27 residents in Portola
- 33 Residents in Loyalton
- Please note that there are 3 residents that have applied at PDH-SNF.

Staffing:

4 of the nursing assistant students have been hired full time

- 3-new CNAs in Loyalton
- 1-new CNAs in Portola

Loyalton campus:

- 3 traveling nurses, 4 traveling CNAs
- We hired one full time RN but then she switched to per diem .
- We have lost 3 Full time CNAs to school, TFH, PDH

Portola campus:

- 1 traveling RN working

State Issues:

State was here for a resurvey last Monday and Tuesday (9/15 & 9/16) for the annual survey. I received a verbal "no deficiencies" but have not received anything in writing as of today.

1- Portola Facility reported incident was investigated on 9/16. I received a verbal " no deficiencies" but have not received anything in writing as of today.

1- Loyalton Facility received a complaint from a former resident's family. State investigated this and I received a verbal "no deficiencies" on 9/16/25, but nothing in writing as of today.

EPHC Board Report

Tracy Studer – Director of Clinics

9-25-2025

- Dr. Lillegraven's first day of work at the Loyalton Medical Clinic was Tuesday, September 2, 2025, at the Loyalton Medical Clinic. He and Christina Potter are enjoying their time working together. Dr. Lillegraven continues to comment on how the community has welcomed him.
- Our new therapist, Beth Grant is looking forward to starting at the Portola Medical Clinic on September 29, 2025.
- Dan Coll, Orthopedic PA, is excited to start working at the Portola Medical Clinic.
- Dr. Pourtabib's employment terminated on 9-12-2025. Not a good fit for Rural Health Care.
- Heart and Sole T-shirts have arrived and are being distributed to those who ordered one. The 2025 Walk to End Alzheimer's, will be held on October 18, 2025, at the Sparks Marina. Registration starts at 8:30 with an opening ceremony at 10:00 and the walk begins at 10:30.

Eastern Plumas Health Care – Board of Directors Report

Prepared by: Megan McCrorey, MSN, RN, RHCEOC – Director of Ancillary Services

Date: September 25, 2025

1. Senior Life Solutions (SLS) Program

- **Status Updates:**
 - **CDPH approval received today** – EPHC is officially licensed to operate the program.
 - Staffing: Program Director and Outpatient Office Coordinator in place; Therapist pending California licensure.
 - Staff/Board soft opening scheduled for October 22nd at 11:00 AM.
 - Referrals are now being accepted.
 - Awaiting HCAI approval to begin construction of the permanent OSHPD-1 location.

2. Nifty Thrifty – CalAIM PATH CITED Project

- RemodelWest (Bill Reid) has been engaged as the contractor and they are starting any day.

3. Physical Therapy (PT) Relocation – Delleker

- The Delleker site is currently being utilized as interim space by Senior Life Solutions staff until the permanent location is completed.

Eastern Plumas Health Care
Financial Statements – Board Report
August 2025

Summary

For the two months ended August 31, 2025, we posted Gross Patient Revenues of \$8,055,933. Last year, we posted \$8,612,593. This is a decrease of \$556,660.

Total Operating Revenue was lower than last year by \$285,299. Total Operating Expenses were higher than last year by \$263,149. We posted a loss in the amount of \$1,517,941.

Revenues (Year-to-Date August 2025 Compared to Year-to-Date August 2024)

Total Inpatient Revenues were higher by \$249,924, with Skilled Nursing Revenues posting higher by \$126,732. Pro Fees were lower by \$58,426. Total Outpatient Revenues were lower by \$727,752, and Clinic Revenues were lower by \$20,406.

Expenses (Year-to-Date August 2025 Compared to Year-to-Date August 2024)

Salaries and Benefits: Combined Salaries and Benefits were higher by \$242,778.

Purchased Services: Purchased Services - Medical were higher by \$94,385. Purchased Services - Other were lower by \$9,741.

Professional Fees: Professional Fees - Medical were lower by \$36,367. Professional Fees – Other were lower by \$6,332.

Repairs & Maintenance: Repairs & Maintenance were lower by \$69,200.

Utilities: Utilities lower by \$28,246.

Supplies: Supplies were higher by \$86,590. Included in this was \$63,815 for the new 340b program. We will start seeing revenue to offset these expenses soon.

Depreciation Expense: Depreciation Expense was higher by \$37,201.

Other Expenses: Other Expenses were lower by \$62,821. These include training, travel, and dues and subscriptions.

Revenue Cycle

Gross Accounts Receivable as of August 31, 2025, was \$7.2 million. This is a 29.82% decrease from August 2024. AR Days as of August 31, 2025, were 54.

Balance Sheet

Total Cash increased \$1,851,405 over last year. Net AR decreased \$609,348 and Total Liabilities decreased \$1,025,323 with Fund Balance increasing by \$2,333,225.

Additional Information

Days cash on hand on August 31, 2025, was 183. August 31, 2024, days cash on hand was 172.

The first half of any fiscal year is challenging as we do not receive any supplemental payments until at least six months into the year. We have staff working behind the scenes to ensure we are capturing all revenue due to us. Meanwhile, controlling expenses and managing cashflow are top priorities.