



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

Thursday, December 2, 2021 at 9:30 a.m.

1. Call to Order

Meeting was called to order at 9:33 a.m.

2. Roll Call

Board: Gail McGrath, Board Chair; Paul Swanson, Board Member; Linda Satchwell, Board Member; and Augustine Corcoran, Board Member

Staff in attendance: Doug McCoy, CEO; Susan Horstmeyer, Interim Executive Assistant; Katherine Pairish, CFO; Shannon Harvey, Infection Prevention/ Employee Health; Penny Holland, CNO; Lorraine Noble, DON; Lori Tange, HR Director; and Paul Bruning, Director of Clinics.

Absent: Director; Teresa Whitfield

3. Board Comments

None.

4. Consent Calendar

ACTION: Motion was made by Director Swanson, seconded by Director McGrath to approve all items on the consent calendar.

AYES: Directors: Satchwell, McGrath and Swanson

Nays: None

Not present: Directors: Corcoran and Whitfield

5. Auxiliary Report

Director McGrath read the Auxiliary Scholarship Award to EPHC employees. Director McGrath reported the auxiliary has had many very productive days; things are going well.

6. Staff Reports

A. Infection Control/ COVID-19

Shannon Harvey

Shannon did not have a report. Doug McCoy reported the hospital is still treating Covid-19 inpatients. The Loylton Skilled Nursing facility Covid cases have resolved. The Loylton Clinic has been providing Covid booster shots every other Friday. Even though a Federal Judge has placed an injunction on vaccine mandates for health care employees, California still has a mandate in place. Director Satchwell asked how many employees were given exemptions. Shannon reported 55 employees were given vaccine exemptions.

B. Chief Nursing Officer Report

Penny Holland

Penny reported stable nursing staff levels. The hospital is continuing to treat more difficult Covid-19 patients due to difficulty transferring to another facility because of staffing challenges. Jennifer Vimbor has a new assistant who will be helping in the skilled nursing facilities. DeeDee Clark has been in training with Plumas County for emergency preparedness. We are still searching for prospective employees to fill various openings.

C. SNF Director of Nursing

Lorraine Noble

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Lorraine reported 90% of the skilled nursing residents have received a Covid-19 booster vaccine. Of all the residents, 35% have tested positive for Covid-19. Two residents have passed and a well-loved employee, Patty Stanton, also recently passed due to Covid-19. The Star rating for skilled nursing is now a “3”. The State has not arrived yet for a survey but there has been activity due to self-reported cases, no deficiencies at this time. Environmental Services has been very short staffed. The current skilled nursing census is 48, we need to increase staff prior to admitting any new residents.

D. HR Director

Lori Tange

Lori reported a focus on employee appreciation through re-starting the Ignite the Patient Experience program, which will begin again next month. An email sent a year ago to all employees titled “Find Your Spark” was read and remains applicable. We are looking forward to activities for employees and expanding our benefits to include eight paid holidays.

E. Chief Financial Officer Report

Katherine Pairish

See attached October financial reports.

F. Director of Clinics

Paul Bruning

Paul reported the Loyalton Clinic has been averaging 40 patients per day for “walk in” Covid-19 swab services. Two new clinical support staff have been hired and a possible part time dentist is in the process. We are looking to add more Telemedicine providers in the areas of Neurology, Child Psychology and Endocrinology. There will be an all clinic meeting on December 11th regarding operations and team work.

7. Chief Executive Officer Report

Doug McCoy

Operational Plan Overview:

EPHC continues to operate above projected revenue and net income YTD in spite of unexpected increases associated with COVID costs. Through October revenues exceeded budget by 1.3 million with overall net income exceeding budget by \$976,201. Inpatient, outpatient, and clinic revenues are all exceeding budgeted expectations. Hospital average census remains at the highest levels we have seen during the fiscal year as challenges continue with high community case rates and difficulties in coordinating transfers to other area hospitals. Additional COVID funding of 1.9 million was received in November specifically targeted for recruitment and retention of staff. Due to the ongoing pandemic and State/Federal vaccine mandates, California hospital systems continue to struggle with staffing challenges for both clinical and non-clinical positions. The California Hospital Association has designated the staffing issue as their main priority for 2022, and the recent rural funding project will assist in providing support for EPHC staffing initiatives.

To assist with staff recruitment, retention, and recognition EPHC is requesting Board of Director approval for the following programs:

Holiday Pay Policy –

The current EPHC benefit program does not include holiday pay in addition to the PTO benefit offered to all current and future employees. The lack of a holiday benefit results in the required use of PTO by employees for days when many campus services are closed in recognition for various holidays such as Thanksgiving, Christmas, etc. EPHC requests approval to establish a holiday pay program as part of the benefit package offered to all employees. This policy would add 8 recognized paid holidays while allowing employees to maintain their current PTO hours for future use. Given the ongoing self-care needs of our employees due to the pandemic and the challenging labor market, this program will be a

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significant recruitment and retention benefit. The estimated annualized cost for the program would be approximately \$475,000 and be offset for FY 2021-22 through additional federal funding and an anticipated reduction in recruitment/traveler costs.

ACTION: Motion was made by Director Swanson and seconded by Director Corcoran to approve the Holiday Pay Policy.

AYES: Directors McGrath, Swanson, Corcoran and Satchwell

NAYS: None

EPHC Performance Incentive Program –

Although the pandemic has impacted many urban and rural health care systems, EPHC has continued to exceed forecasted financial expectations and significantly strengthened the balance sheet. To acknowledge staff performance, EPHC is requesting Board of Director approval to establish a performance incentive award for all full and part time employees based on exceeding established performance metrics for the 2021-22 fiscal year. These metrics would include exceeding overall budgeted net income for the fiscal year by 10%, an increase in patient revenue to reflect our strategic effort for service growth, and outcomes from our 3-year customer service initiative. The proposed incentive would be paid at the end of the fiscal year, and only if the financial performance metrics were met in order to fund the program. The estimated cost of the program would be \$300,000 and provide an additional retention benefit to staff while acknowledging their performance to meet the established metrics.

ACTION: Motion was made by Director Corcoran and seconded by Director Swanson to approve the EPHC Performance Incentive Program.

AYES: Directors McGrath, Swanson, Corcoran and Satchwell

NAYS: None

CUSTOMER SERVICE INITIATIVE:

In early November a group of six EPHC leaders attended the Custom Learning Systems annual conference as part of our 'Ignite the Patient Experience' initiative. The conference was beneficial in providing implementation ideas and health system networking for our year one strategic plan implementation. The EPHC Service Excellence Advisors, Service Excellence Committee, and Oasis teams have been established and training for all of these groups will take place in January. We will also be reviewing two electronic programs in December as part of our initiative.

PROJECT UPDATE:

EPHC continues to work on our 2021-22 project plan to enhance the physical plant or services provided. Within the next week the main entrance admitting area renovation project will be completed which will improve the workflow for incoming patient processing. The silent bid process was completed and awarded for the acute, ER, and Loyalton SNF flooring project along with the chiller replacement. On November 16th the interior design team from Design Bar toured all of the EPHC campuses to provide bid estimates for various upcoming large projects including the Loyalton Clinic and new Rehabilitation and Wellness Center.

QUALITY/REGULATORY:

Our SNFs received an unannounced survey on November 23rd and 24th as follow up to several reports submitted by EPHC. No deficiencies were identified. We continue to maintain compliance with the Plan of Correction submitted in June for the 96-hour length of stay requirement for in-patient hospitalized patients.

PARTNERSHIP APPRECIATION:

EPHC would like to thank the Auxiliary for the generous scholarship contribution to further education and certifications for selected EPHC employees. The EPHC Auxiliary donated \$7,340 in scholarship awards to six employees this year. The funding went towards certification, testing, licensing, tuition, and conference fees.

Anthem Blue Cross has donated a new retinal camera to PMC through a grant award. This will allow us to provide additional services to the community. We appreciate their support of our care delivery at EPHC.

8. Policies

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

AYES: Directors McGrath, Corcoran, Swanson and Satchwell

Nays: None

Not Present: Director Whitfield

9. Committee Reports

Finance Committee: Director Swanson complimented Katherine Pairish on her financial reports, which are always excellent.

10. Public Comment

Josh Hart of Plumas Wired commented on the upcoming planned installation of the Verizon 5G cell tower in Portola. Mr. Hart stated there is a new FCC ruling (August 2021) which has bearing on this situation. Mr. Hart would like the EPHC Board of Directors to oppose the tower. Doug McCoy will discuss this situation with the Portola City Manager.

Carol Mero noted EPHC is thriving and complemented everyone. Ms. Mero asked the members to look at the Environmental Trust page of the recent FCC ruling. She also cited a research article regarding Covid-19 and Wireless radiation as it relates to patient health (ehtrust.org)

11. Board Closing Remarks

None.

Open Session recessed at 11:01 a.m.

12. Closed Session

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

13. Open Session Report of Actions Taken in Closed Session

The Board returned at approximately 12:14 pm.

ACTION: None, discussion only.

14. Adjournment

Meeting adjourned at 12:26 p.m.