

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

Thursday, August 22, 2013

10:00 A.M.

EPHC Education Center, Portola, CA

Minutes

1. Call to Order.

The meeting was called to order at 10:00 am by Gail McGrath

2. Roll Call.

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

Absent: None

Staff: Tom Hayes, CEO, Jeri Nelson, CFO, Dr. Eric Bugna, Chief of Staff, and Tiffany Williams, Administrative Assistant.

Visitors: Approximately 5 visitors were present at the start of the meeting

3. Consent Calendar.

Ms. McGrath stated that after the Board agenda was posted the Medical Executive Committee reported that they provided several errors with regards to incorrect first name and incorrect type of privileges. There was also a removal of a provider as well as an addition after the agenda was posted. The following items are recommended changes to the agenda: Remove Milind Dhond, MD, add Victor Ettinger, MD (Endocrinology-Telemed Management) for one year provisional privileges, change Susan Marron, MD to two year Active Privileges, and add Updated Schedule 1- Tahoe Forest District Hospital. Mr. Fites made a motion to approve the consent calendar with the above mentioned changes to the agenda. A second was made by Ms. McBride. Mr. Skutt abstained due to not being present at the last Board Meeting. None opposed, the motion was approved.

4. Board Chair Comments.

Ms. McGrath stated that she would like to write a letter to the Editing Board of Feather Publishing regarding the very nice editorial in the paper about the exemption from the SNF cuts. She also stated that she would like to commend the reporter, Carolyn Carter for her articles as well as Linda Satchewell for all of her efforts on the SNF cuts.

5. Board Comments.

Mr. Skutt suggested that a letter be written to the employees to show the Boards appreciation to them for supporting us through the SFN cuts.

6. Public Comment.

Dr. Bugna, Chief of Staff stated that Dr. Anne Williams started seeing patients in the clinic on Saturdays and has been well received. Robin Jaquez, FNP will be covering for Christina Potter while on maternity leave.

7. Auxiliary Report

Ms. Tanner reported that Nifty Thrifty grossed \$20,854 for July which was \$3,000 above 2012 and the best July since 2009.

8. **Committee Reports**

• **Finance Committee**

Mr. Skutt stated that the Finance Committee met and reviewed the July Financials. He stated that Ms. Nelson provided the committee with a comprehensive summary of the Optima insurance coverages.

9. **Auxiliary Report**

Ms. Tanner reported that a formal Welcome to the Auxiliary Handbook has been developed and includes; rules, regulations as well as the Auxiliary's history.

10. **CEO Report**

- **DP/SNF Reimbursement Cuts update:** Mr. Hayes reported that EPHC and all other SP/SNF designated as rural or frontier received an exemption from the DP/SNF cuts. He commended Linda Satchwell and Jeri Nelson for their efforts He also stated that he received an email from Valerie Flannigan, PDH Board congratulating us on our efforts.
- **California Department of Public Health Recertification Surveys:** Mr. Hayes reported that the State was on campus for our re-survey of the Acute Hospital and we expect that the State would be arriving soon for the re-survey of the SNF.
- **Other:** Mr. Hayes reported Stan Peiler, Plant Operations Manager will be moving to Hawaii in September. He stated that 6-7 interviews were conducted and we hired Rick Lowdermilk who has been an assistant engineer at EPHC for the last year. Rick will be taking several classes on Boilers, Chillers, etc as well as Management Training.
 - Dr. Lajeunesse, Urologist is on the agenda for privileges and the details are still being discussed regarding a contract.
 - Mr. Hayes will provide and update to the 2012/2013 Operation Plan as well as the 2013/2014 Operations Plan at he September Board Meeting.
 - Mr. Hayes has discussed with Dr. Kim and Mr. Schweyer the need for another Internal Medicine provider instead of a Family Nurse Practitioner.
 - Mt. Hayes reported that he hired a consultant to review the clinic operation and is awaiting the report.
 - Mr. Hayes stated that we are looking into purchasing a new 4x4 F450 Ford, fully equipped Ambulance as well an EKG machine.
 - Mr. Hayes stated that despite the reprieve on the SNF we still need to manage tightly. Bad debt is more difficult to control and last month we were \$30,000 over budget in this area.

11. **Recommendation for Approval of Privilege Cards**

Ms. McGrath stated that she had reviewed the ER/Hospitalist, Family Practice, Urology, and Endocrinology Privilege Cards that have been recommended for approval by the Medical Executive Committee. Ms. McGrath made a motion to approve the above listed privilege cards. A second was provided by Ms. Kreth. None opposed, the motion passed.

12. CFO Report

Ms. Nelson reported that we had zero swing bed days for the month and that was the main contributor to our revenue variance. Bad debt was over budget due to several high dollar hospital accounts that were written off. Transfers were unusually high and we have asked staff to review for appropriateness.

Payments on accounts receivable exceeded \$1.8 million bringing down AR days.

The Auditor will be here the first week of September and a draft report should be presented to the Board at the September meeting.

13. Closed Session.

Ms. McGrath announced the Board would move into closed session at 10:50 am., pursuant to Health and Safety Code 32155 and Government Code Section 54957.

14. Open Session Report of Actions Taken in Closed Session.

The Board returned at approximately 12:15 pm and announced the following:

I. Health and Safety Code 32155, to review reports on Quality Assurance.

No reportable action.

II. Government Code Section 54957, to consider the following appointments to the medical staff:

Dr. Bugna stated that the MEC reviewed the privileges and background including claims history of Kenneth Moses, MD, Michael Barton, DDS, Christine Lajeunesse, MD, Victor Ettinger, MD and Susan Marron, MD. The MEC is recommending all of the physicians for privileges to the Board.

Dr. Bugna also stated that MEC reviewed the Updated Schedule 1 from Clinicians Telemedicine Group. The MEC is recommending the approval of the updated schedule 1.

The Board reviewed each Medical Staff file as submitted including but not limited to: privileges, background, malpractice claims information, and AMA/Education.

Ms. McBride motioned to approve the following privileges and appointments to the medical staff as submitted.

Recommendation for Two Year Courtesy Privileges

- **Kenneth Moses, MD** (ER/Hospitalist)
- **Michael Barton, DDS** (Dentistry)

Recommendation for One Year Provisional Privileges

- **Christine Lajeunesse, MD** (Urology)
- **Victor Ettinger, MD** (Endocrinology-Telemed Management)

Recommendation for Two Year Active Privileges
• Susan Marron, MD (ER/Hospitalist)

**Recommendation to Approve Updated Schedule 1 - Tahoe Forest
District Hospital**

A second was provided by Mr. Skutt. None opposed, the motion approved.

15. **Adjournment.** Ms. McGrath subsequently adjourned the meeting at 11:50 a.m.


Approval

9.26.13
Date