

**HUMBOLDT GENERAL HOSPITAL  
DISTRICT BOARD OF TRUSTEES  
JULY 28, 2020 REGULAR MEETING  
MEETING VIA IN-PERSON--TELECONFERENCE--VIDEOCONFERENCE**

**BOARD PRESENT:**

JoAnn Casalez, Chair  
Bill Hammargren, Member  
Gene Hunt, Member  
Alicia Cramer, Member  
Ken Tipton, County Comm. Member  
Michelle Miller, Secretary

Kent Maher, Legal Counsel

**BOARD ABSENT:**

None

**MEDICAL STAFF PRESENT:**

Paul Gaulin, MD

**GUESTS:**

Mille Custer (via phone), Ashley Maden (Humboldt Sun-via phone), Lewis Trout, Diana Powers, Wayne Hass (Cerner-via phone), Lidiya Ter-Marakova (Cerner-via phone), Ed Lembcke (Cerner-via phone) and Dana Wood (Cerner-via phone).

**CALL TO ORDER:**

Board Chair Casalez called the July 28, 2020 board meeting to order at 5:35 p.m.

**PUBLIC COMMENT:**

Lewis Trout, on behalf of the local American Legion, said EMS deserves commendation for their assistance and support in an effort to have American flags at the front of all daytime parades in the City.

**MEDICAL STAFF – HOSPITAL DEPARTMENT REPORTS:**

**Medical Staff report:**

Chief of Staff Dr. Gaulin said the primary care situation is much improved; there is now a good group of primary care physicians and the patients seem to like them. A former Winnemucca resident visited the Residency Clinic and is considering the supervising physician position. There is the possibility the COVID activity will increase and medical staff is prepared for whatever happens. Gaulin noted that staff morale has diminished, and community opinions of the hospital are at a low which correlates with the reduced patient volume, but he believes it can be corrected if it is addressed. Medical staff is looking forward to the new CEO Powers to address such issues and to grow.

**Administration Department reports:**

Robert Johnson, Practice Administrator, commented: clinic visits are increasing; the mid-level supervision policy was completed, approved by medical staff and is being implemented; the Women's Health Services provides many patient alternatives with Dr. Brecheen, APRN Grover, and Dr. Rajan; Dr. Janhunen and Dr. Rajan are providing pediatric services; and, Dr. Masuck starts August 1 and Dr. Smith starts in September or October.

Janet Sturtz, Infection Control, explained the patient visiting and screening requirements and the Surfacide Helios UV-C disinfection system.

Cerner representatives (all via phone) Wayne Hass, Lidiya Ter-Marakova, Ed Lembcke and Dana Wood explained: recap of May to June end of month comparison; payments; cash outlook; payment and adjustment analysis; denials; AR comparison June 27 to July 25; AR over 90 trend; and, charges and payments by payer. Board member Miller noted billing is a concern and suggested coming up with benchmarks in the next 60 days. Miller believes the challenge is charge capture not volume. Hass commented on the denials and identifying the transaction ties, noting there is nothing left to recover under Medicaid, and they are looking to appeal other insurance. Miller commented the trend has not been positive, noting there is an 85% net collections guarantee in the contract. Interim CFO Powers remarked that every Friday there is a call with Hass and team to recap and Miller can be included on the emails and weekly calls. Powers said progress is being made and the person who did an assessment of the Business Office will be contacted to see if she is willing to come in to revamp the business office. Board member Cramer asked about self-pay. Powers confirmed there is a process in place. Cramer noted the Medicare billings are not showing detail. Powers thanked the Cerner team and acknowledged there is work to do. Board chair Casalez asked Hass about build and architecture and if the processes were negatively impacted. Hass advised many workflows were created and written to compensate configurations of solutions, and they are tracking a clean claim rate.

Interim CFO Powers said Dr. Lacy Feticc made a site visit to the Family Practice Residency Program on July 20 and the EMS Director candidate site visits were held July 21 and 22, and an offer was extended to a candidate. It is hoped they will hear tomorrow if the offer is accepted.

**CONSENT AGENDA:**

Motion by board member Hammargren and second by board member Cramer to approve the consent agenda consisting of: (i) board meeting minutes for June 30, 2020; and, (ii) Medical Staff applications for appointments, reappointments, provisional and temporary privileges for: Greg Paloolian, DO, Provisional-Emergency Medicine; Karam Batieha, MD, Provisional-Internal Medicine/Hospitalist; Eric Goldberg, MD, Consulting-Radiology; and, Jusmin Patel, MD, Consulting-Nephrology. Motion carried unanimously with Board member Miller abstaining from the June 30, 2020 minutes as she was not present.

**FINANCIAL REPORTS:**

Interim CFO Powers presented and explained the June 2020 financials, including: gross patient revenue; contractual allowances and bad debt; operating revenue; operating expenses; non-operating revenue; net income; and, AR and days cash on hand. There was a six percent decrease in Medicaid reimbursement due to the State. Long term care receivables were reduced by 1.2 million.

Motion by board member Hammargren and second by board member Miller to approve the June 2020 financials, warrants, and disbursements as presented. Motion carried unanimously.

**BUSINESS ITEMS-OTHER REPORTS:**

**1. Hospital Administration-Nursing / proposal to purchase five Hillrom Centrella smart beds at an estimated cost of \$42,500 / Nursing-Administration**

Motion by board member Hammargren and second by board member Hunt to approve the purchase of five Hillrom Centrella smart beds in the amount of \$42,500 as presented. Motion carried unanimously.

**2. Hospital Administration-EMS / proposal to purchase of 50 powered air-purifying respirators (PAPR) at an estimated cost of \$65,000 / EMS-Administration**

Board member Miller commented that there is spending every meeting at the same time there is talk about the financial struggles. Interim CFO Powers advised the expenditure list is seriously scrutinized to determine what needs are critical, and recently many items should be covered through the Cares Act.

Motion by board member Hammargren and second by board member Miller to approve the purchase of 50 powered air-purifying respirators in the amount of \$65,000 as presented. Motion carried unanimously.

**3. Hospital Administration-Respiratory / proposal to purchase two Hillrom EKG machines and associated IT interface and service agreement at an estimated cost of \$64,000 / Respiratory Manager-Administration**

Motion by board member Hammargren and second by board member Cramer to approve the purchase of two Hillrom EKG machines and associated IT interface and service agreement in the amount of \$64,000 as presented. Motion carried unanimously.

**4. Hospital Administration-Laboratory / proposal to purchase Atellica immunoglobulin testing instrument and associated IT interface and water supply at an estimated cost of \$140,000 / Lab Supervisor-Administration**

Motion by board member Hammargren and second by board member Miller to approve the purchase of Atellica immunoglobulin testing instrument and associated IT interface and water supply at an estimated cost of \$140,000 as presented. Motion carried unanimously.

**5. Hospital Administration / proposal to purchase six Well Screen kiosks to provide screening services for hospital entrances at an estimated cost of \$37,500 / Administration**

Motion by board member Miller and second by board member Cramer to approve the purchase of six Well Screen kiosks to provide screening services for hospital entrances in the amount of \$37,500 as presented. Motion carried unanimously.

**6. Hospital Administration-Accounting / request to authorize attestation to accept Provider Relief Funds of approximately \$6.1 million /CFO-Administration**

Motion by board member Hammargren and second by board member Miller to authorize Administration to attest acceptance of Provider Relief Funds of approximately \$6.1 million as presented. Motion carried unanimously.

**7. Hospital Administration / request to designate eligible COVID-19 related expenses for possible reimbursement from the Cares Act funds received by other local governments / Administration**

Motion by board member Miller and second by board member Hammargren to approve the request to designate eligible COVID-19 related expenses for possible reimbursement from the Cares Act funds received by other local governments as presented. Motion carried unanimously.

**8. Hospital Administration / proposal to complete kitchen-exhaust upgrade / Administration**

Interim CFO Powers stated he had a conversation with Duane Grannis, Maintenance Director. The kitchen is good to go as it is and they are looking at an expansion of the lab and thought it may be better to wait and combine the kitchen work with the lab to possibly save money. Board member Hammargren asked about going into ceiling if exhaust fails and suggested this is the time to fix while there is still construction on site. COO Love stated due to the COVID pandemic the stop and start of projects was thrown off and this will now be considered a new project. Hammargren thought this was already approved. Powers advised they are looking for an additional \$50,000.00.

Motion by board member Miller and second by board member Cramer to table kitchen hood until further information is received. Motion carried unanimously.

**9. District Administration / terms and conditions of employment agreement with Tim Powers to provide administrator-chief executive officer services / Board of Trustees**

Motion by board member Hammargren and second by board member Miller to approve the terms and conditions of the proposed employment agreement with Tim Powers as presented. Motion carried unanimously.

**TRUSTEE COMMENTS-STAFF REPORTS:**

Board members Cramer and Miller thanked staff for the work on Long Term Care finances.

Board member Miller noted there will be a farewell for Interim CEO Cole on August 13 from 5 to 7 p.m. at the Bella Grazia which will be catered by Fork in the Road.

Board chair Casalez thanked everyone, noting there have been a lot of changes, and said she is excited to have a new CEO.

Interim CFO Powers noted Controller Kim Plummer tracks and oversees the COVID-19 funds.

COO Love said another pregnant mother patient from McDermitt tested positive last week and there are several expectant mothers that will soon deliver. Love suggested the hospital capacity could be expanded without deploying the mobile hospital with an Omni Air system to make a negative pressure room and requested approval to purchase the equipment with Cares Act funds. Legal Counsel Maher advised that action requests cannot be discussed or acted upon during the staff comment agenda item.

**PUBLIC COMMENT:**

Interim EMS Director Jordan Kohler thanked everyone for the opportunity to serve.

Shelly Smith commended the staff that assisted her with providing the LTC information.

Board chair Casalez adjourned the July 28, 2020 meeting of the Humboldt County Hospital District Board of Trustees at 7:15 p.m.

**APPROVED:**

**ATTEST:**

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JoAnn Casalez, Board Chair

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Alicia Wogan, Executive Assistant