

**HUMBOLDT GENERAL HOSPITAL
DISTRICT BOARD OF TRUSTEES
DECEMBER 23, 2014 MEETING
SARAH WINNEMUCCA CONFERENCE ROOM**

BOARD PRESENT:

Moe Hanzlik, Chairman
Mel Hummel, Secretary
Ed Hopfer, Member
Kevin Chatfield, Member
Michelle Miller, Member
Marlene Brissenden, County Comm. Member

Kent Maher, Legal Counsel

BOARD NOT PRESENT:

STAFF PRESENT:

James Parrish, Administrator
Sandi Lehman, CFO
Darlene Bryan, CNO
Leonard Perkinson, M.D.
Mike Bell, IT Director
Rose Green, HR Director
Eddy Davis, Controller
Alicia Wogan, Administrative Assistant
Pam Wickkiser, Administrative Director
Pat Songer, Administrative Director
Shauna Barsanti, Business Office Manager
Lonnie Hammargren, Clinic Manager
Jared Oscarson, EMS
Craig Prest, Maintenance Director
Robin Gillis, Nurse Manager
Juan Pederson, OR
Ashley Sage, RN, OR
Jackie Gonzalez, OR Manager
Monique Rose, EMS
Enrique Ponce, EMS
Tim Spangler, EMS
Fergus Laughridge, EMS
Louis Mendiola, Wellness Coordinator

GUESTS:

Millie Custer, Denise Watson, Jean Williams, Marsha Colby (Hospital Auxiliary), Nicole Maher (Public Relations Director), Mike Sheppard (Owners Representative), Ron Hagen (Sletten Construction), Dustin Keyes (Sletten Construction), Bill Sharp (Sletten Construction), Vaughn Murinko (Sletten Construction), Tom Calla (CTA), Zach Lester (CTA), Dawn Sheriff-Heslip, James Oscarson, Lewis Trout, Jaime Songer, and Richard Cook.

CALL TO ORDER:

The EMS color guard gave a presentation of colors.

Board chairman Hanzlik called the December 23, 2014 board meeting to order at 5:37 p.m.

PUBLIC COMMENTARY:

Lewis Trout commented that the board meeting minutes submitted for approval at the meeting tonight did not mention some of the information he had cited. Trout distributed a packet of information to the board which contained a proposal to amend the Humboldt County Code and copies of records requests that Trout had made. Trout questioned why there could not be a non-board member (Trout) accompanying the new board member on the orientation tour. Trout questioned if the board had ever authorized discussions

regarding the contracting of hospital services to another entity and if there had been any discussions regarding the sale of the hospital.

Darlene Bryan, Chief Nursing Officer, said she appreciated the color guard. Bryan advised she has been involved with the Harmony Manor admissions committee for many years, and several years ago it was decided that preferential treatment should be given to Humboldt County residents and, if there is no local connection for a patient, a patient may be denied admission in order to have beds available for local residents. Bryan noted that one segment of the population that has not been served are those with Alzheimer's or those needing a locked facility. Bryan commended the board for the expansion process and getting to Phase 3; the memory care facility will benefit the community for many years to come.

Denise Watson, who said she was speaking for Humboldt County Citizens for Better Healthcare, said her group has concerns about billing issues and thanked board member Miller for her commitment to look at billing issues. Watson said she was impressed with the Patient Access Department presentation and questioned if their report also includes outcomes on the issues that are brought up and whether there are multiple contacts dealing with the same issue. Watson said her group has done research on the billing procedures and they believe they understand why the system does not work for some patients and said there should be a goal to fix the problems.

Robin Gillis, Harmony Manor Manager, advised that she and her staff have been working with CTA on memory care and are very excited for the project and for what it is going to do for the public. Gillis indicated the need for the facility has been well established. The planned facility will add 11 beds for memory care; however, there is a flexible area in the plan and, depending on the facility census, the beds can be used either for regular care or memory care. Gillis thanked CTA for their efforts.

Bill Hammargren advised he sat on the hospital board for many years. Hammargren said approving memory care is not a hard decision. He noted that in 2000 the district had about two and a half million dollars in the bank and were unable to pave the parking lot if they needed to do so. He said the need for memory care has always been there. Hammargren said he had a family member with a need for memory care and she was forced to go out of state to get the available care. Hammargren suggested that not one more family should have to go out of the community for such care. There is a definite need for the care.

Craig Prest, Maintenance Director, spoke as a community member and gave a brief history of the uses of the hospital by him and his family. Prest stated that should his mother-in-law ever need memory care he hopes that she can be taken care of in Winnemucca, not out of town. Prest is impressed with CTA, and gave a background of the design of Phase 3. The parking garage will be great for the safety of staff working at night. Prest said the memory care project should be approved.

James Oscarson, Assemblyman for Assembly District 36 and Chairman of the Health and Human Services Committee, thanked the administration and EMS for the guidance and direction that he has received with community paramedicine. Oscarson believes HGH is a leader in community paramedicine and the work they have done will allow legislation this session. There's a tremendous amount of effort and work that's taken place through the hospital staff on behalf of the state; it's a cohesive process that is not often seen in the legislature. Oscarson said he applauds and is thankful for the staff's efforts. Oscarson noted he works very close with Joan Hall, Nevada Rural Health Partners, and Bill Welch, American Hospital Association, and he understands the challenges of a rural hospital and is always available if needed; he has a great working relationship with CEO Parrish.

/////////
/////////

MEDICAL STAFF REPORT:

Dr. Perkinson said that medical staff is going very well. They appreciate CTA’s willingness to listen to them. They have had a prominent voice in the development of the expansion project, and they are excited about the benefit memory care will be for patients. Perkinson said medical staff very much supports the memory care project. Board member Chatfield asked when the interns will start. Perkinson said in July, if they meet the eligibility criteria. Perkinson said medical staff is actively interviewing for the next class. The interns will spend time with all the doctors, with Dr. Kracaw being heavily involved. The hope is to recruit them to stay in the community; studies show 50% to 60% of residents stay within 150 miles of where they were trained.

EMS UPDATE:

EMS Administrative Director Songer advised in November there were 215 call outs, 33 inter-facility transports, 13 McDermitt transports, 47 CPR students, six car seats installed and one car seat class attendance ordered by the court. Songer showed slides of the Grammar School tour, the toy drive which donated to domestic violence victim families, Santa and EMS, and the soup kitchen which EMS helps with once a month. Songer congratulated Deputy Chief Jared Oscarson for graduating from the ambulance service manager class. Songer thanked board chairman Hanzlik for his years of service with the hospital and the ambulance service. The EMS color guard retired Hanzlik’s number 934. Hanzlik thanked everyone.

Administration Report:

Administrator Parrish said in November there were three charity care program applications, and a total of \$25,051 was paid out. The Patient Access Department assisted 24 patients with Medicaid applications, responded to 748 questions in person and 611 by telephone, and there were no billing errors on part of the hospital. HRG has agreed to place a full time representative at the hospital. The HRG representative was on site and saw 19 people with questions. Board members Miller and Chatfield both met with the representative. Board member Brissenden asked for information about the 19 persons with questions and Administrator Parrish advised that it is not possible to provide the information due to the personal nature. Miller advised she will be meeting with the HRG representative in February and suggested to anyone interested a meeting with the representative will help them to learn of the issues. Miller noted that HRG will work on more training, structuring and processes. Miller explained that a significant number of the people did not bring documentation about their complaint, and some just wanted to voice a complaint without giving any examples of something that had happened to them. Chatfield advised they asked the HRG representative to give a presentation at a board meeting.

Administrator Parrish advised that a Guest Services position was recently established to assist with patients at admitting, and much has been learned from working with the admittees.

CONSENT AGENDA:

Motion by board member Brissenden and second by board member Hummel to approve the medical staff appointments-reappointments. Motion carried unanimously.

Board member Brissenden advised on the November 25, 2014 board meeting minutes regarding Echo Mathews contract, she did not vote and would like minutes amended to reflect her not voting. Motion by board member Chatfield and second by board member Hopfer to approve the board meeting minutes for November 25, 2014 with the change of Brissenden not voting on the Mathew’s contract. Motion carried with board members Chatfield, Brissenden, Hopfer, Miller and Hanzlik voting aye and board member Hummel abstaining as he did not review the minutes.

/////////
/////////
/////////

PRESENTATION REVIEW/ APPROVAL OF FINANCIAL REPORTS:

Administrator Parrish presented the November 2014 financial report. Board member Chatfield inquired on charity care and flight program if they are in the budget, and about net proceeds of mines. Board member Hummel inquired about Sierra Pacific Power Company tax payment dispute matter.

Motion by board member Hummel and second by board member Hopfer to approve the November 2014 financial reports as presented. Motion carried unanimously.

DISCUSSION / ACTION ON ITEMS OF BUSINESS & OTHER REPORTS:

1. Amendment to construction services agreement with construction manager at risk to provide construction phase services for a guaranteed maximum price for phase 3 of hospital building expansion project and memory care unit / Administrator-Owners Representative

Administrator Parrish advised there is a proposed guaranteed maximum price (GMP) for construction of the memory care facility in the sum of \$14,590,000; the project is budgeted at 15.2 million dollars. Parrish gave a presentation of the twelve year history leading to the project and advised there is forty-three million dollars in reserve for the construction. Parrish requested approval to proceed with the Phase 3 project construction as presented.

Mike Sheppard, Owner’s Representative, explained how the construction manager at risk was selected. Ron Hagen, Vice President with Sletten Construction, introduced Bill Sharp, Project Manager, with Sletten Construction; Dustin Keyes, Project Manager with Sletten Construction, and Vaughn Murinko, Superintendent with Sletten Construction. Sharp explained the guaranteed maximum price process and how the GMP was determined. Board member Chatfield asked about how many local contractors from Winnemucca were chosen. Sharp replied approximately five or six were qualified to bid, and in the GMP proposal there are three or four local contractors. Sharp explained to Chatfield how winter will affect construction. Board member Hopfer inquired about the utilities and Sharp explained. Board chairman Hanzlik inquired about the concrete mix and Sharp explained. The timeframe on receiving information about the project was discussed. Tom Calla, CTA, Zach Lester, CTA and Ron Hagen, Vice President Sletten Construction were also present to answer questions.

Motion by board member Chatfield and second by board chairman Hanzlik to approve the Phase 3 construction with a guaranteed maximum price of \$14,590,000 as presented. Board members Hummel, Miller, Hanzlik, Hopfer, and Chatfield voted aye and Board member Brissenden voted nay.

2. Mitchell property lease agreement for construction services area to be used for expansion project / Administrator-Owners Representative

Administrator Parrish advised that a lease is proposed for a laydown yard as an alternate to the UPRR property because this property has better access, the ground is already level, and the lease amount is comparable. Parrish noted that the lease is for \$18,000 annually and asked for approval of the proposed lease. Board member Hopfer asked legal counsel if the thought has been entertained to add a possibility of purchasing the property in the future. Legal counsel Maher advised that idea has not been considered at this time but can be looked into if there is the possibility the property could be used in the future. Board member Chatfield inquired about utilities and early termination of the lease, and Maher explained. Board member Miller inquired about the lease price negotiations and Owners Representative Sheppard explained.

Motion by board member Brissenden and second by board member Miller to approve Mitchell property lease agreement to be used for construction for the expansion project as presented. Motion carried unanimously.

3. Purchase of trauma implants from Stryker / Administrator

Administrator Parrish requested approval for the purchase of trauma implant orthopedic equipment for the orthopedic program starting in January. Parrish advised the capital budget for the first year of the project is \$200,000 and the cost for the trauma implants from Stryker is \$96,057.10. Board member Brissenden asked how much was budgeted; Parrish responded \$200,000 for the program for the first year. Dr. Perkinson advised this will probably be the largest purchase, and future purchases will be made as equipment is needed. Board member Hummel asked about the storage location and Parrish responded it will be stored in the surgery department. Board member Miller asked when the program will start and Parrish advised January 5, 2015 they will be in the clinic and surgery will start two to four weeks thereafter.

Motion by board member Hummel and second by board member Chatfield to approve purchase of trauma implants from Stryker in the amount of \$96,057.10 as presented. Motion carried unanimously.

4. Purchase of operating table and attachments from Steris / Administrator

Administrator Parrish advised that the operating table currently used is a Steris and this unit is an attachment which will cost \$47,358.86. Steris is the only company that makes the accessories for the table. The cost of a separate table is approximately \$140,000. Dr. Perkinson gave a description of attachments.

Motion by board member Hopfer and second by board member Hummel to approve purchase of the operating table attachments from Steris in the amount of \$47,358.86. Motion carried unanimously.

5. Purchase of refurbished cordless drivers from Stryker / Administrator

Administrator Parrish advised these are the hand pieces for the screws used by the surgeons, they are compatible with the units now in use at the hospital, and there is a one year warranty. Board member Brissenden inquired if the purchase will be within the \$200,000 budget, and Parrish advised it will be.

Motion by board member Chatfield and second by board member Miller to approve purchase of refurbished cordless drivers from Stryker in the amount of \$54,829.01. Motion carried unanimously.

6. Physician Recruitment / Administrator

Administrator Parrish advised that there are no new inquires. Echo Mathews started seeing patients this week, and she has completed the orientation program. Dr. Perkinson advised that Mathews is doing well. Board member Brissenden inquired about the PA that was scheduled to shadow Dr. Perkinson. Perkinson said she informed the staff that she is no longer interested. Board member Miller inquired on how Jeremy Hurst is doing. Perkinson said he is doing fantastic. Parrish advised he saw 25 patients today.

HOSPITAL BOARD OF TRUSTEE COMMENTS / STAFF REPORTS:

Board member Brissenden advised she would appreciate receiving information sooner.

Board member Hummel thanked CTA for working with the hospital staff, and thanked Prest, Bryan and Gillis for working with CTA; it is important for people working in the facility have input on how things are built. Hummel also thanked Sletten Construction and said he hopes they live up to the standard set by CTA, as the hospital board has enjoyed working with them. Hummel said he looks forward to working with Sletten.

Board member Miller would like to see about having a review of insurance aging, credentialing, and a full review of insurance companies.

Board member Chatfield thanked all folks who work at the hospital and said he appreciates everything they do.

Board member Hopfer echoed what Hummel and Chatfield said, and thanked the hospital employees for all they do. Hopfer thanked Humboldt County Citizens for Better Health Care for the continued support and concern over billing issues. Hopfer said the color guard deserves a special thank you, and he thanked board member Hanzlik for his years of service.

Board chairman Hanzlik thanked the board members and the Humboldt County residents for the eight years of service which he has enjoyed. Hanzlik thanked the staff and administration for working with him and the other board members. He said special thanks are due the ambulance service, which he has been a part of for over 25 years as a board member and a volunteer. Administrative Director Songer was thanked for bringing the ambulance service up to the level it is now. Hanzlik thanked the doctors, medical staff and support staff, and commented that he hopes their service at Humboldt General Hospital will be rewarding and successful. He said a special thank you is in order for Administrator Parrish for his guidance and vision through building this hospital facility from what it formerly was to what it now is; without Parrish the facility would not be where it is today, that is, one of the outstanding rural hospitals in the country. Hanzlik said it has been great to work with the fellow board members. The hospital has grown into a state of the art facility, and he hopes it continues to stay on the lead track to provide the best health care possible for the community. Hanzlik urged all present and future board members to make decisions based on facts and consideration of the wellbeing of the entire community, and to not let vendettas or personal agendas guide the decisions, as the board members will fail and so will the organization.

PUBLIC COMMENTARY:

There was no public commentary.

Board chairman Hanzlik adjourned the December 23, 2014 meeting of the Humboldt County Hospital District Board of Trustees at 7:38 p.m.

APPROVED:

ATTEST:

Mel Hummel, Secretary

Alicia Wogan, Administrative Assistant