

**HUMBOLDT GENERAL HOSPITAL
DISTRICT BOARD OF TRUSTEES
FEBRUARY 24, 2015 MEETING
SARAH WINNEMUCCA CONFERENCE ROOM**

BOARD PRESENT:

Mel Hummel, Chairman
Ed Hopfer, Secretary
Kevin Chatfield, Member
Michelle Miller, Member
Richard Cook, 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
Shauna Barsanti, Business Office Manager
Lonnie Hammargren, Clinic Manager
Craig Prest, Maintenance Director
Fergus Laughridge, EMS
Melissa Lopez, Administrative Support
Shar Pedersen, Quality Manager
Ken Whittaker, Operations Captain
Jason Manley, Operations
Debbie Whittaker, Community Paramed. Mngr.
Rick McComb, IT Staff
Rita Clement, R.N., ED & Inpatient Director

GUESTS:

Marsha Colby (Hospital Auxiliary), Nicole Maher (Public Relations Director), Mike Sheppard (Owners Representative), Tom Calla (CTA), Dawn Ragan (HCCBH), Dustin Keyes (Sletten), Zach Lester (CTA), Bill Sharp (Sletten), Alan Olsen (City Fire Chief), Millie Custer, Denise Watson, Lewis Trout, Robin Monchamp, Donna Newman, and Joyce Sheen (Humboldt Sun).

CALL TO ORDER:

Board chairman Hummel called the February 24, 2015 board meeting to order at 5:30 p.m.

PUBLIC COMMENTARY:

Lewis Trout said he learned of a cancer treatment study which will be discussed at the American Society of Clinical Oncology annual meeting this spring, and questioned if the hospital will have representative attending the meeting. Trout said he is aware of a recently completed study of Nevada public hospitals which compared the percentages of profit or revenue among the hospitals and HGH ranked number two. A national study completed last year used five criteria to compare over 2,000 hospitals and HGH was not ranked highly in the study, and Trout suggested the reason is due to personnel turnover.

Mike Bell expressed his appreciation and thanked the board and administration for bringing the orthopedic group to Winnemucca. After suffering an injury to his shoulder, he had the opportunity to use the radiology and orthopedic services at HGH. Bell said he had an excellent experience.

MEDICAL STAFF REPORT:

Dr. Perkinson said medical staff has formally reintroduced peer review; it is a protected time to discuss cases and learn from them. Perkinson was involved in the recent mercury spill response at Winnemucca Junior High School and said the entire situation was handled in an exemplary manner.

EMS UPDATE:

Jason Manley, EMS Operations, said in January there were 184 call outs, 27 inter-facility transports, five rescues, 10 McDermitt transports, two CP calls, 19 CPR students, seven car seats installed, one AED placement and one FVSP. Manley showed pictures of and explained the hazmat response to the mercury spill. Manley thanked Drs. Perkinson and Stringham for being part of the on-site response.

ADMINISTRATION REPORT:

Administrator Parrish said in January there were 13 charity care program applications and a total of \$118,140 paid out. The Patient Access Department assisted 18 patients with Medicaid applications, responded to 831 questions in person and 606 by telephone, and there were six billing errors handled. HRG (the hospital contract billing provider) will have an on-site employee starting February 25, 2015. Parrish commented about the "superbug" infections recently in the news which apparently are occurring from the gastrointestinal exam scope equipment not being properly cleaned and/or disinfected. HGH has taken its exam scope out of service as a precaution until Olympus (the scope manufacturer) and CDC (the federal regulatory agency) agree on a cleaning-disinfecting protocol. Dr. Perkinson explained in more detail.

Tom Calla (CTA) said Zach Lester (CTA), Dustin Keyes (Sletten) and Bill Sharp (Sletten) plan to attend the monthly board meetings to give construction project updates. The group reviewed the planned construction, the completed construction, the current status of the construction process, and the proposed timelines of future construction.

CONSENT AGENDA:

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

Motion by board member Chatfield and second by board member Miller to approve the board meeting minutes for January 27, 2015. Motion carried unanimously.

PRESENTATION REVIEW/ APPROVAL OF FINANCIAL REPORTS:

Administrator Parrish presented the January 2015 financial reports.

Motion by board member Hopfer and second by board member Brissenden to approve the January 2015 financial reports as presented. Motion carried unanimously.

DISCUSSION / ACTION ON ITEMS OF BUSINESS & OTHER REPORTS:**1. Ambulance disposal / donation to the Winnemucca Volunteer Fire Department / Administrator**

Administrator Parrish said there is a 1996 Ford ambulance with 96,000 miles which the hospital no longer has any use for; it has been replaced by units 11 and 12. The City Fire Department desires to obtain the unit for use as an equipment van to transport hazmat and extrication equipment.

Motion by board member Cook and second by board member Miller to approve disposal of the 1996 Ford ambulance unit as it is no longer needed by the hospital, and to authorize transfer of the property to the City of Winnemucca Fire Department. Motion carried unanimously.

2. Building expansion project / Phase 3 alternates / Administrator-Owners Representative

Administrator Parrish advised no decision was made on alternates #2A and #2B of the memory care unit phase 3 work to install snow melt systems for the Harmony Manor sidewalk in the sum of \$77,435 and the memory care courtyard in the sum of \$44,473. The budget for the project is sufficient to include the alternates. Zach Lester, CTA and Owners Representative Sheppard explained the systems and their construction. DON Bryan advised the proposed courtyard system is adequate for the memory care patient use.

Motion by board member Chatfield and second by board member Brissenden to approve alternates 2A and 2B as presented for the snow melt sidewalk systems at Harmony Manor and the memory care courtyard in the sums of \$77,435 and \$44,473, respectively. Motion carried with board members Chatfield, Brissenden, Cook, and Miller voting aye and board member Hopfer and Hummel voting nay.

3. Emergency Room / EDIS servers purchase / Administrator

Administrator Parrish said the software system purchase for the emergency room was approved in the sum of \$290,000, and after the order was placed it was learned four additional servers at a cost of \$60,000 are required to operate the highly rated ER system and run the best in class software. The budget for the system is \$375,000. IT Manager Bell explained the system function and the six month implementation process. Dr. Perkinson explained how physicians use the system. Rita Clement, R.N., ED and Inpatient Director, advised of the legibility benefits and the increased in efficiency in capturing billable charges.

Motion by board member Miller and second by board member Hopfer to approve the purchase of EDIS servers for ER without a battery back-up for a sum not to exceed \$60,000.00 as presented. Motion carried unanimously.

4. Radiology / DR x-ray equipment purchase and room upgrade / Administrator

Administrator Parrish said there is a \$300,000 budget to upgrade the x-ray room, and it is requested that \$226,180 be spent on new digital radiology equipment to replace the 1996 analog equipment, and to upgrade the room where the equipment is housed. Administrative Director Wickkiser explained digital radiography, and noted the equipment pricing was obtained through Amerinet for GPO discounts. The existing Konica 190 equipment will be kept for back-up use. Dr. Perkinson commented on the increased efficiency of the digital system. Owners Representative Sheppard suggested more funds be allocated to the remodeling costs because remodel construction typically encounters unforeseen circumstances which result in more cost. Legal counsel Maher suggested authorizing the purchases with a "not to exceed" sum.

Motion by board member Brissenden and second by board member Chatfield to approve purchase of DR X-ray project equipment and room upgrade for a sum not to exceed \$235,000. Motion carried unanimously.

5. Property purchase / 838 Harmony Road / Administrator

Administrator Parrish said the property directly across the street from Harmony Manor at 838 Harmony Road is for sale. The hospital could use the housing for resident physicians and visiting physicians.

Motion by board member Chatfield and second by board member Hopfer to authorize administration to pursue the purchase of the 838 Harmony Road property. Motion carried unanimously.

6. Physician Recruitment / Administrator

Administrator Parrish said: nurse practitioners Echo Mathews and Jeremy Hurst are doing well; the orthopedic program has hit the ground running; and, two family practice OB physicians are interested in employment. Board member Chatfield noted there seems to be increased physician interest in this area,

and asked if there is a reason. Dr. Perkinson suggested that other areas have issues with low volumes and the volume here is high, and the outstanding facilities are also an attractant. Perkinson explained the patient volumes and procedures experienced by him and Dr. Granath, and the need of physicians to maintain a certain level of patient experiences to keep the skills needed for the procedures.

HOSPITAL BOARD OF TRUSTEE COMMENTS / STAFF REPORTS:

Board member Brissenden said she would like to have a board retreat sooner rather than later to discuss various board related matters without having to take actions. Brissenden said she heard EMS is doing the Night in the Country event.

Board member Hopfer thanked CTA, Sletten, Sheppard and board member Chatfield for the construction project updates. Hopfer recognized and expressed appreciation to EMS for the school hazmat response.

Board member Miller noted her appreciation to the staff and the contractor for the explanations and responses to questions. Miller commented that she observed an EMS response to a person in a very embarrassing situation, and said the EMS personnel helped the person to not feel embarrassed.

Board member Chatfield said he toured the construction project site; there were some unexpected things discovered but they did not stop the experienced construction crew, they are a good team.

Board member Cook said he would like to have a retreat soon to help him better understand some things he doesn't understand.

Board chairman Hummel said at the next board meeting he would like to have a breakdown on the McDermitt calls. Hummel said he is in favor of a retreat.

PUBLIC COMMENTARY:

Denise Watson, who said she was speaking for Humboldt County Citizens for Better Healthcare, thanked the board for the two screens to view presentations. Watson referred to an article in the Humboldt Sun, and questioned if, as software systems are upgraded to be in compliance with federal mandates, software can be made more compatible with a better billing system. She understands the current software system is not compatible with programs used by other facilities. Watson said she has heard a complaint because the Walk-In Clinic is not open on weekends. She spent time today with CFO Lehman regarding a billing issue and said a great amount of patient research is required. The business office and patient access apparently do not have access to all the information available to HRG, and she questioned if the on-site HRG representative will have access to the information. Watson commented there is a lot of write-off, and questioned if it is necessary, and if the write-off is due to errors.

Board chairman Hummel adjourned the February 24, 2015 meeting of the Humboldt County Hospital District Board of Trustees at 7:55 p.m.

APPROVED:

ATTEST:

Mel Hummel, Chairman

Alicia Wogan, Administrative Assistant