

**HUMBOLDT GENERAL HOSPITAL  
DISTRICT BOARD OF TRUSTEES  
FEBRUARY 29, 2020 SPECIAL MEETING  
SARAH WINNEMUCCA CONFERENCE ROOM**

**BOARD PRESENT:**

JoAnn Casalez, Chairman  
Michelle Miller, Secretary  
Bill Hammargren, Member  
Gene Hunt, Member  
Alicia Cramer, Member

**STAFF PRESENT:**

Karen Cole, Interim CEO  
Alicia Wogan, Executive Assistant

Kent Maher, Legal Counsel

**BOARD ABSENT:**

Ken Tipton, County Comm. Member

**MEDICAL STAFF PRESENT:**

None

**GUESTS:**

Phil Zarone, Horty Springer

**CALL TO ORDER:**

Board Chairman Casalez called the February 29, 2020 board meeting to order at 8:42 a.m.

**PUBLIC COMMENT:**

There were no comments from the public.

**BUSINESS ITEMS-OTHER REPORTS:**

**1. Board- Administration / Education Information / Horty Springer**

Board chairman Casalez advised that Board members Cramer and Hunt will be working on the Board bylaws.

Phil Zarone, Horty Springer, went through each section of the bylaws and discussed his suggestions and rationale for updating the materials.

There was discussion on the election of officers and removal of board members for failure to attend regular meetings.

Interim CEO Cole brought up a physician being on the board. Board member Miller offered her opinion on the relevance of medical staff presenting information to the board. Zarone noted that the medical staff bylaws require medical staff to report to the board. Casalez said the updates from the board member assigned to medical staff is important, but it is also important for medical staff to report and be present for other reports. Casalez asked about NRS 450.460 and the appointment of the chief of medical

staff as a voting member of the board. Board members commented they do not believe having a member of the medical staff appointed to the board is necessary. Legal Counsel Maher noted it is an option which can be exercised at the discretion of the board, and there is no requirement to have a medical staff member on the board.

Cole suggested a policy manager could be appointed to provide reports for the board. There was discussion on delineation of privileges, which are reviewed by LICON. The board suggested no changes to the section.

The onboarding process and completion of the onboarding and organizational requirements were reviewed and discussed.

Committee appointments were discussed. Casalez suggested some changes are in order. Maher noted that Joint Conference Committee meetings should have a meeting agenda. Maher suggested having a section on committees to describe duties and delineate the functions and purposes of the committees. Casalez stated committees are reporting to the board with information only or they are discussing committee matters with the CEO, there is no discussion with other board members. The CEO also presents information to the board. Casalez said the way it is being done now is working well. Zarone will rewrite the section in accordance with the discussion. Cole suggested having the medical staff bylaws cross-reference to the board bylaws.

The Zarone proposed revisions for articles nine and ten are acceptable. Cole suggested board member attendance at the quality assurance meetings may be helpful.

The section on the hospital auxiliary was discussed and is acceptable as written. Cole stated some hospitals are creating foundations with a board member on the governing board of the foundation to help oversee the foundation. It is a way to get younger families involved. Maher commented that there is a foundation affiliated with the Lovelock hospital.

Zarone discussed the PowerPoint on legal protections and Cole commented on a scorecard for credentialing. Maher suggested sending credentialing items to all three members of the med executive committee to ensure the materials are acted upon. Liability caps were discussed.

Zarone presented a PowerPoint on sexual harassment in the workplace. The board expressed interest in a policy dealing with disclosures and relationships in the workplace. Casalez mentioned the State has some policies which may be helpful. Maher said POOL-PACT has extensive policy resources.

The Joint Commission rules were discussed. Cole commented on the training available and the strict adherence to the training requirements. Professional boundaries in the workplace were discussed. Cole said there is a new culture competency law specifically geared to patients and the questions that are asked of them when they present for healthcare services. Organizations now must make sure the right questions regarding organs are asked.

Zarone discussed briefly medical necessity of services. It is an emerging area calling for significant protocols in documentation and number of procedures.

Zarone presented PowerPoint materials on the Stark law and fair market value. Maher advised that the district addresses Stark related concepts in the provider agreements.

Zarone discussed anti-kickback laws and safe harbor exceptions. Zarone suggested speaking with legal counsel for advice.

Cole said she is designating COO Tiffany Love as the compliance officer and she is working with the risk managers to ensure compliance issues are addressed.

The regular March board will be moved March 31. A notification will be sent out.

**PUBLIC COMMENT:**

There were no comments from the public.

Board chairman Casalez adjourned the February 29, 2020 meeting of the Humboldt County Hospital District Board of Trustees at 11:47 a.m.

**APPROVED:**

**ATTEST:**

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JoAnn Casalez, Board Chairman

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Alicia Wogan, Executive Assistant