

**HUMBOLDT GENERAL HOSPITAL  
DISTRICT BOARD OF TRUSTEES  
AUGUST 25, 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  
Eddy Davis, Controller  
Darlene Bryan, CNO  
Rose Green, HR Director  
Leonard Perkinson, M.D.  
Melissa Lopez, Administrative Support  
Lonnie Hammargren, Clinic Manager  
Ken Whittaker, Operations Captain  
Debbie Whittaker, Community Paramedic Mgr.  
Pat Songer, Administrative Director  
Shar Pedersen, Quality Manager  
Bryn Echevarria, Radiology Manager  
Theresa Bell, Purchasing Manager  
Jana Sperry, Patient Relations Director  
Mike Bell, IT Director  
Billie Lucero, Wellness Coordinator  
Tiffani Nalivka, Dietician  
Gregory Harding, Materials Management

**GUESTS:**

Robin Granath, Millie Custer, Lewis Trout, Robin Monchamp, Rachel Quinn, Dayer Worrall, and Nicole Maher (Public Relations Director)

**CALL TO ORDER:**

Board chairman Hummel called the August 25, 2015 board meeting to order at 5:30 p.m.

**PUBLIC COMMENTARY:**

Louis Trout said he received a copy of the report on the medical air services program and has questions about the report and believes some of the information should have been updated and clarified. Trout said he still has questions about who will decide which facility an air ambulance patient will be transported to.

**MEDICAL STAFF REPORT:**

Dr. Perkinson advised the peer review process for medical staff is nearly complete; there are a few peer reviews in progress and they are going along very well. The residency program is working well; Dr. Sattarzadeh is seeing patients in the family practice clinic. Perkinson thanked the nursing staff and the OR staff for an amazing job that was done this weekend on a critical case.

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**EMS UPDATE:**

Administrative Director Songer reported that in July EMS had 305 total calls, which is the busiest month in the past 10 years; there were 41 interfaculty transports, 62 CPR students between EMS and nursing staff, and one mandatory car seat installation.

**ADMINISTRATION REPORT:**

Administrator Parrish said there were 22 applications for charity care and 21 were approved for \$45,812. Patient Access assistance dropped significantly in July. In response to board member Chatfield’s question, Parrish advised the Affordable Care Act mandates insurance for everyone, but if a person without insurance presents they can receive services but they are not eligible for financial assistance programs. CFO Lehman said the hospital is still dealing with insurance because of deductibles and copays, and outstanding accounts that qualified for financial assistance.

Administrator Parrish introduced Express Recoveries that has been in business for over 20 years and began working with HGH in December 2014 to assist with the account collection process. Their approach is a positive approach; they treat patients with dignity and respect and still work out a solution. They partner with the business staff and provide training and evaluation services, particularly with intake personnel to ensure they are asking for the appropriate information and properly soliciting the information. CFO Lehman advised each account gets three statements and then a final statement or payment missed notice before the collection process is initiated.

Administrator Parrish said the orthopedic program is going very well. The deductions in revenue are a bit higher than anticipated; net revenue for the first six months is about \$1.1 million and expenses are about \$800K. The biggest expense is for professional services. There have been 851 patients in the clinics, 57 patients in the ER, 109 procedures performed at the hospital, 279 x-rays ordered and 30 lab orders.

Administrator Parrish advised the Tonopah hospital in Nye County closed. Richard Whitley, the Director of the Nevada Department of Health and Human Services, the hospital’s liability insurance carrier and a representative from the town of Tonopah inquired if HGH could provide any assistance to the community. Parrish said with a mutual aid agreement some services may be possible, and it may be possible to provide an ALS unit with paramedics and an urgent care doctor; however, the services will have to be costed out and reimbursed at cost, and the board will have to approve.

Administrator Parrish said the Director of the Nevada Department of Health and Human Services approved the certificate of need for the hospital building renovation and expansion projects for all five phases. An updated demand analysis was filed with the State last week, and ongoing financial reports will be provided as requested, as will updated construction and completion schedules.

**CONSENT AGENDA:**

Board chairman Hummel reported that the April minutes were not available. Motion by board member Brissenden and second by board member Chatfield to approve the consent agenda with the exception of the minutes from April 28, 2015. Motion carried unanimously.

**PRESENTATION REVIEW/ APPROVAL OF FINANCIAL REPORTS:**

Administrator Parrish presented the July financial reports and answered questions. Motion by board member Chatfield and second by board member Brissenden to approve the financials as presented. Motion carried unanimously.

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## **DISCUSSION / ACTION ON ITEMS OF BUSINESS & OTHER REPORTS:**

### **1. Administration / O. Kent Maher agreement to provide professional legal services / Administrator**

Administrator Parrish presented the proposed agreement for legal services with O. Kent Maher and advised it was submitted to outside legal counsel solicited by board member Miller and Parrish; the agreement was reviewed and there were minor modifications. The proposed agreement was discussed with and is acceptable to Maher.

Motion by board member Brissenden and second by board member Hopfer to approve the agreement for professional services with O. Kent Maher as presented. Motion carried unanimously.

### **2. Administration / Shouping Li, M.D. employment agreement to provide physician services / Administrator**

Administrator Parrish presented the proposed employment agreement with Dr. Li for a five year term. Li has performed very well, and other physicians rely on his expertise in cardiology. The base salary will increase by 3%, and the earnings cap will decrease from prior years. The bonus provisions are similar to other physician agreements, but the incentive bonus is based on the number of patient visits basis and not on RVU's, with there being a fixed per patient payment amount for every patient visit that exceeds a predetermined annual number. The compensation provisions were reviewed, evaluated and approved as acceptable by the Coker Group, an independent third party consultant organization. Board member Cook declared that he will not participate in the decision to approve or disapprove the agreement because he is a patient of Li. There was discussion between board member Hopfer and legal counsel Maher concerning Hopfer's question about him having a conflict because Hopfer has used Li's services in the past.

Motion by board member Miller and second by board member Chatfield to approve the employment agreement with Dr. Shouping Li as presented. Motion carried unanimously with board members Hummel, Chatfield, Miller and Brissenden voting aye, and board members Cook and Hopfer abstaining because they have both used the physician services of Li.

### **3. Administration / purchase of Trimano beach chair kit with support arm. / Administrator**

Administrator Parrish said the beach chair kit is a shoulder position device used in orthopedic surgery specifically for shoulder surgeries. The purchase was included on the capital budget for \$17,000 and the request is for \$16,950. There have been 18 shoulder surgery procedures performed by the orthopedic group. Dr. Perkinson advised the device makes the surgery easier to perform than if it is done on an OR table, because the arm is held in position rather than having to be restrained by someone holding it.

Motion by board member Hopfer and second by board member Brissenden to approve the purchase of the Trimano beach chair kit in the amount of \$ 16,950. Motion carried unanimously.

### **4. Administration / Purchase of Mini C-arm / Administrator**

Administrator Parrish said the Mini C-arm is a smaller version of the device used now in Radiology for fluoroscopic images. The mini unit is about one-third the size of the regular unit, and it is used primarily in the OR by the orthopedic surgeons to check proper bone alignment. It is operated by the physician without a radiology tech. The purchase is on the capital budget for \$75,000 and the proposed unit is priced at \$60,000, which was the lowest responsive proposal received in response to the bid solicitation. It is a demo unit that has been approved by Drs. Miller and Kroner. Dr. Perkinson noted it provides a real-time view during surgery which is very helpful.

Motion by board member Chatfield and second by board member Miller to approve the purchase of the Ortho Scan Mini C-arm fluoroscopic imaging unit in the amount of \$60,000. Motion carried unanimously.

**5. Administration / determination that various items of computer equipment are no longer needed for use by hospital and disposal of equipment / Administrator**

Administrator Parrish presented the list of computer equipment that is worn out, outdated and has no use or value. IT Director Bell said the equipment is mainly older PCs that can't be used anymore because they are equipped with the unsupported Windows XP, and are older than five years, which is the typical PC useful life. As new units are rotated in, the old units accumulate. Typically, they are given to the school district because they are better units than what the district has; they are also considering donating some to the Boys and Girls Club. Legal counsel Maher asked about the usefulness of the servers on the list. Bell advised they will be offered to the school district, but will probably end up being thrown away.

Motion by board member Brissenden and second by board Miller to determine that the various listed items of computer equipment are no longer needed for use by the hospital and to authorize staff to dispose of the equipment preferably by donation to the school district. Motion carried unanimously.

**6. Physician Recruitment / Administrator**

Administrator Parrish said two family practice physicians have indicated interest, and one of them specializes in pediatrics and urgent care.

**HOSPITAL BOARD OF TRUSTEE COMMENTS / STAFF REPORTS:**

Board member Brissenden acknowledged the employee advancement from within in the Radiology Department.

Board member Hopfer thanked the employees for accepting new responsibilities, and EMS for the services they provide.

Board member Miller noted Patient Access is working hard with the collection company to get the accounts cleaned up.

Board member Cook said he would like to see more information on the disbursement report. Administrator Parrish noted that administration followed up on that request and learned that with the current software program it is not possible to insert more information; additional information would have to be hand written by a clerk at a cost of \$15 to \$18 dollars per hour. The best solution is to contact administration with specific questions, which is what all the other board members are doing.

Board member Chatfield said he appreciates the HGH staff from the top to the bottom; most personnel do not know who he is, and he is always treated with respect. He said he understands the job in not easy, especially with patient access and billing, and he has a lot of respect for the persons in those positions. The building construction project has faced a lot of challenges, but they always seem to have an answer to resolve the issues, and they are on budget. Chatfield offered to accompany board members to inspect the project. If they are interested they should contact him.

Board member Hummel thanked the staff for their efforts.

**PUBLIC COMMENTARY:**

Lewis Trout said he was recently in the hospital for a surgical procedure, and he commented to the physician that he had heard the conditions in the operating room were not good and questioned if he should have the procedure performed at HGH. The physician confirmed that some supplies are stored in the OR, but that in no way compromised the quality of the work by the staff. The physician said if he had to make the decision, he would not go to the hospitals in Reno because their staffs operate like a grand central station with a lot of confusion, unlike HGH. The OR nurses and staff did a great job.

Debbie Whittaker shared her experience with board member Brissenden after the State Health Division certificate of need public hearing for the medical air service. In response to a question from Whittaker about why Brissenden did not speak on behalf on the air program, Brissenden informed Whittaker she could not address her regarding any matters at hand, because it was a violation of law and the entire board received a directive to not speak with employees. Whittaker asked who the directive came from but Brissenden could not or would not say and again told Whittaker it was illegal for her to address Whittaker.

Board chairman Hummel adjourned the August 25, 2015 meeting of the Humboldt County Hospital District Board of Trustees at 6:38 p.m.

**APPROVED:**

**ATTEST:**

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Mel Hummel, Chairman

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Alicia Wogan, Administrative Assistant