

**HUMBOLDT GENERAL HOSPITAL
DISTRICT BOARD OF TRUSTEES
SEPTEMBER 25, 2018 MEETING
SARAH WINNEMUCCA CONFERENCE ROOM**

BOARD PRESENT:

JoAnn Casalez, Chairman
Michelle Miller, Secretary
Bill Hammargren, Member
Jennifer Hood, Member
Richard Cook, Member
Ken Tipton, County Comm. Member

Kent Maher, Legal Counsel

BOARD ABSENT:

MEDICAL STAFF PRESENT:

B. Leonard Perkinson

GUESTS:

Dave Roden (GBC Foundation), Matt McCarty (GBC Foundation), Lisa Campbell (GBC), Ashley Maden (Humboldt Sun), Nicole Maher (Public Relations Director), Melissa Murphy, Joel Murphy, Mille Custer, Jim French, Robin Granath, Judy Adams (Auxiliary), Susan Rorex (Auxiliary), David Darby, Robin Monchamp, Angelina Canavan, and Mike Sheppard (Owners Representative).

CALL TO ORDER:

Board chairman Casalez called the September 25, 2018 board meeting to order at 5:33 p.m.

PUBLIC COMMENT:

There was no public comment.

MEDICAL STAFF REPORT:

Chief of Staff Perkinson said Medical Staff had an uneventful meeting, all is going well, and they are ready for the board to finalize the Medical Staff bylaws.

EMS UPDATE:

EMS Director Burke commented on the EMS participation at the Burning Man event.

ADMINISTRATION REPORT:

Quality Manager Andre explained the August clinical dashboard and the upcoming Critical Access Hospital annual review. Dr. Perkinson introduced a patient, David Darby, and asked him to comment on his success in managing opioid use. Darby said because Perkinson listened to him, his pain medication use has

STAFF PRESENT:

Arthur Frable, CEO
Sandi Lehman, CFO
Darlene Bryan, DON
Sean Burk, EMS Director
Mike Bell, IT Director
Alicia Wogan, Executive Assistant
Dave Simsek, Pharmacist
Theresa Bell, Materials Manager
Bryn Echeverria, Radiology Manager
Lisa Andre, Quality Manager
Jeanette Grannis, PAD
Duane Grannis, Maintenance
Jennifer Slovernick, Social Services

decreased drastically. Perkinson stated Darby is a success story of pain management and there needs to be effort to assist the rural areas with pain management.

Administrator Frable gave a brief history of the prior EMR selection process and explained why he believes a new EMR system is needed. The EPIC system was explained. To date, services from Athena Health and Cerner have been reviewed. If HGH continues with Medhost (the system currently being used) the maintenance costs will be significant. Meditech will be looked at next week and hospitals using various types of software will hopefully be visited in October to gain a better understanding of how the systems work. Board member Miller commented on her visit with the Cerner representatives and said she would like to hear from actual users of the systems. Board chairman Casalez asked Materials Manager Bell to give her insight on the visits with the companies. Bell stated there are many things that would make the EMR system easier to use, and each system offers various benefits. Dr. Perkinson offered his perspective on the systems. Board member Cook commented that when Medhost was procured it was supposedly the best system and questioned if any new system will have the same type of problems once it is in place. IT Manager Bell stated Medhost was the best option at the time, but it has limitations. Cook said he is not sure what the problem is with the EPIC system. Bell explained his understanding of the EPIC system.

Administrator Frable reviewed the strategic quarterly report regarding access to healthcare (physician recruitment), noting an agreement was entered into with Delta Physicians and Delta Locums to recruit an FPOB. Administration is working to have the residency physicians cover the Walk-In Clinic. Board chairman Casalez asked about the EMCARE status. Frable advised that notice will go to EMCARE in January. United Health Care will no longer cover EMCARE due to cost increases. Frable he has spoken with two other companies. Casalez asked to have a report to the board at the next board meeting on the status of the emergency care providers. Board member Hammargren said he would like to have some options to consider. Frable advised that data must be shown to the companies for them to be interested. Casalez asked about the status of the Harmony Manor and Memory Care staffing. Darlene Bryan, DON, stated staffing is improving and it looks like six to eight new admits are expected.

CONSENT AGENDA:

Motion by board member Hammargren and second by board member Miller to approve the consent agenda board meeting minutes for the August 27, 2018 board meeting. Motion carried with Hammargren, Casalez, Miller, Hood and Cook voting aye and Tipton abstaining as he was not present.

FINANCIAL REPORTS:

CFO Lehman presented the August 2018 financial reports and gave an update on the audit which is about finished and may be presented at the October meeting.

Motion by board member Hood and second by board member Hammargren to approve the August 2018 financial reports as presented, which includes the utilization reports. Motion carried unanimously.

BUSINESS ITEMS-OTHER REPORTS:

1. Board of Trustees / Great Basin College (GBC) Foundation request for District participation in the funding of the proposed Great Basin College Winnemucca Health Sciences Building / Board Chairman

Board Chairman Casalez asked each board member to offer their opinion on the district providing up to one million dollars in funding for the proposed Great Basin College Health Sciences Building in Winnemucca. Board member Tipton said, in normal circumstances, he would not be in favor of HGH giving that large of a donation; however, due to the Pennington grant he thinks the donation is a good investment. There is a big benefit to have nursing graduates even if the hospital is fully staffed. He likes the idea of a collaborative

effort to bring something good to the community. Tipton said he looked back at the tax revenues received and he thinks HGH can afford one million dollars with three annual payments starting fiscal year 2019.

Board member Cook stated he doesn't think that too much can be invested in education or in increasing the education of the community. Cook agrees with everything Tipton stated and realizes HGH may take a hit, but he believes the financial situation of the district will turn around. Cook is in favor of the donation.

Board member Miller agrees with the education portion, there is a needed addition to campus, however she has significant concerns about revenue shortfalls considering the seven million dollars for a software system, which is needed to serve the community, and the pharmacy upgrade, which is needed to take care of the staff. The net cash on hand will take HGH below the standard the board established. If the financial narrative each month is considered, there is a continual loss from private pay insurance and there is no indication it will get better. Miller stated she wants to support the donation but has significant concerns. Miller suggested a donation of \$100,000 which will match what GBC is donating.

Board member Hood stated she spent several sleepless nights considering the proposal. Hood noted that if it wasn't for a community college that helped her when she was a single mother with two small children, she would never have been able to achieve what she has attained. Hood believes if GBC is turned into a welcoming place, more students will come and everyone will be elevated because of the increase in education. Hood wants to completely fund the request.

Board member Hammargren stated that all the points made tonight are good and he looks at this as the community building up the hospital. When GBC first made the request, Hammargren wanted to make sure their relationship with HGH is good. When HGH recruits staff, the prospects always ask about schools in the community. HGH has no debt and there is \$10,000,000 in an investment account earning interest. Hammargren believes if HGH commits to the donation it will help others to step up and donate.

Board chairman Casalez thinks the project is for the community and it will help the hospital. Casalez would like to see other disciplines come out of the college, not just nurses. Possibly, home-grown physicians may occur in the future. Casalez feels this is an opportunity to be a pioneer in the health field. She believes that students educated locally are likely to stay in the community. Casalez believes the district is prepared to handle the anticipated expenses and is in support of the donation.

Motion by board member Tipton and second by board member Hammargren to approve a donation to the GBC Foundation of one million dollars made in three annual installments beginning fiscal year 2019 contingent on the Pennington Foundation grant being awarded to the GBC Foundation. Motion carried with Hammargren, Casalez, Tipton, Hood and Cook voting aye and Miller voting nay.

2. Hospital Administration-Pharmacy / proposal for expansion of the hospital pharmacy / projected cost of expansion / Administrator-Pharmacy Manager

Administrator Frable went over the drawings, noting there is a hallway on the backside of the lab and by putting a wall there it could expand the lab as well. Mike Sheppard, Owners Representative, stated at the end of phase five it seemed like a simple thing to take a wall down to expand the pharmacy; however, it became more involved because of the special air handling required to deal with infection control. If the proposed remodel is done, the hospital will be completely rebuilt except the lab. Frable noted there will be an upgrade for physical therapy as well. Dave Simsek, Pharmacy Director, stated when the pharmacy is changed there are licensing issues. If the pharmacy is moved to a new area, the new area can be completed before the move is made and some of the licensing issues will be avoided. Sheppard gave some history on remodels and construction. Frable advised a final drawing can be provided with a quote. Board member

Cook questioned why CTA was used. Sheppard stated they are the best architects he knows and they have complete familiarity with the facility. Board member Miller stated the pharmacy is inadequate in size and employees need the space to work.

Motion by board member Hammargren and second by board member Miller to authorize administration to work with CTA to complete the plans and drawings and to procure a bid for the pharmacy remodel as discussed. Motion carried unanimously.

3. Hospital Administration-IT / proposal to purchase hardware, software and training for a Citrix virtual network for IT / Administrator-IT Manager

IT Manager Bell went over budget, the costs of the proposed Citrix project and explained how the system works to improve security and maintenance. The cost will be spread over three years and in the fourth year the cost will drop. Bell advised that this system will not be impacted by any EMR system that may be used.

Motion by board member Miller and seconded by board member Hammagren to authorize IT to purchase a Citrix virtual network in the amount of \$101,597.88 as presented. Motion carried unanimously.

4. Hospital Administration-Finance / determination that certain items of operating room equipment are no longer required for public use and authorization for staff to dispose of the equipment in any reasonable manner / Administrator-CFO

CFO Lehman stated the various items of operating room equipment (as described on the list in the board meeting packet) could not be located on the assets list and they have been completely depreciated, thus there is no further use for the equipment.

Motion by board member Hammargren and second by board member Hood to authorize staff to dispose of the surplus equipment as it is no longer required for public use. Motion carried unanimously.

5. Hospital Administration-Medical Staff / request to schedule a date certain for completion of Board review of proposed medical staff bylaws / Administrator

Administrator Frable stated Medical Staff would like a timetable on getting the bylaws approved due to the timeframe it took last time. Frable suggested having a presentation on what the board should look at, not for the purposes of delay but to educate the board. Board member Miller said she would also like a presentation on the board bylaws. Frable stated it will be good for the board to understand how they relate. Hammargren asked Legal Counsel Maher if he has had an opportunity to review the bylaws. Maher stated he has not had the opportunity.

No action was taken.

6. Hospital Administration / determination of possible dates to schedule the annual Critical Access Hospital review / Administrator-Board

Board chairman Casalez said she and board member Tipton are scheduled to attend the Critical Access Hospital review set for October 26, 2018 and asked if any other board members are interested in attending.

No action was taken.

7. Board of Trustees / proposal to change the date of the October regular Board meeting / Board

Board chairman Casalez stated they are looking at rescheduling the October board meeting and various dates were discussed. Frable noted the auditors are unable to attend the last week of the month. Casalez

stated the October board meeting will be on October 30, 2018. The consensus was to have a meeting with the auditors on November 6, 2018 and the regular November meeting on November 27, 2018.

TRUSTEE COMMENTS-STAFF REPORTS:

Board member Hood stated she was invited to a meeting of nine local agencies to discuss the crisis in the community, that is, the nine suicides occurring during the last two months. Hood believes it is HGH's responsibility to be an active participant in the intervention process since the statistics indicate a majority of the victims are coming out of primary care offices and ending their life shortly thereafter. Hood would like Misty VonAllen from the State of Nevada to attend the next meeting to answer questions and hopefully help HGH be a leader in the effort to end the crisis. There was a discussion about sending out mailers to provide information on intervention. Hood wants to use the HGH facilities to invite community members to speak about the issues. Board chairman Casalez stated it would be appropriate to add Misty VonAllen to the agenda. Hood said she will let administration know if VonAllen is available.

PUBLIC COMMENT:

Jim French, County Commission Vice Chairman and member of the board which administers the State Indigent Accident Fund (IAF), said that during the last several months there have many applications for rural hospitals for use of the IAF funds; however, the qualifications established by the board are so stringent that there is virtually no money coming to the rural hospitals. French asked the IAF staff to go through the criteria to see why rural hospitals were not qualifying for the requests. Staff reported the criteria was set by the bylaws. French said the IAF application has now been changed, the application deadline reopened and all applications will be considered by the governing board every quarter. Trained staff will be available to walk those through the process for the first year. The primary goal is to try to zero out the fund on an annual basis and put the money to use. French said the County Manager can be contacted at any time if there are questions and Amanda Evans with NACO is informed about the process.

Lisa Campbell, GBC Director, extended her personal gratitude for the donation to the GBC project and expressed a desire to work collaboratively with board. Campbell said she will keep the board updated on the progress.

Board chairman Casalez adjourned the September 25, 2018 meeting of the Humboldt County Hospital District Board of Trustees at 7:53p.m.

APPROVED:

ATTEST:

JoAnn Casalez, Board Chairman

Alicia Wogan, Executive Assistant