

**HUMBOLDT GENERAL HOSPITAL
DISTRICT BOARD OF TRUSTEES
NOVEMBER 25, 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
Melissa Lopez, Administrative Support
Pam Wickkiser, Administrative Director
Pat Songer, Administrative Director
Shauna Barsanti, Business Office Manager
Lonnie Hammargren, Clinic Manager
Jared Oscarson, EMS
Jason Manley, EMS
Monique Rose, EMS
Mike Cogsdill, EMS
David Ellis, EMS
Fergus Laughridge, EMS
Jeremy L. Hurst, MSN, FNP-C
Brenda Willey, EMS
Echo Mathews, FNP

GUESTS:

Dan Frein (LarsonAllen) Robin Monchamp, Millie Custer, Denise Watson, Jean Williams, Marsha Colby (Hospital Auxiliary), Nicole Maher (Public Relations Director), Mike Sheppard (Owners Representative), Sharon Bower, Tim Topliff, Andy Mathews, Lewis Trout, Dawn Ragan, Sheriff Ed Kilgore, Dee Holzel (Silver Pinyon) and Richard Cook.

CALL TO ORDER:

Board chairman Hanzlik called the November 25, 2014 board meeting to order at 5:32 p.m.

PUBLIC COMMENTARY:

Lewis Trout referred to the Hospital District Board of Trustees Bylaws articles four and five and alleged that: (i) the bylaws did not provide for election of officers except in January and the board should not have the election of officers at the meeting tonight because to do so is contrary to the bylaws; and, (ii) the board does not follow its bylaws because there were two months in the past when board meetings were not held.

MEDICAL STAFF REPORT:

Dr. Perkinson said that medical staff has been discussing and involved in development of the expansion for OB office staff, and medical staff is excited about the expansion project and having an updated surgery department. Medical staff met with the administration and some board members to work on physician

recruitment. Perkinson said Nurse Practitioner Jeremy Hurst is doing a phenomenal job and medical staff is excited about Echo Mathews beginning work.

EMS UPDATE:

EMS Administrative Director Songer advised in October there were 256 call outs, and 36 inter-facility transports.

Administration Report:

Administrator Parrish said in October there were three charity care program applications, and a total of \$29,563 was paid out. The Patient Access Department assisted 30 patients with Medicaid applications, responded to 926 questions in person and 568 by telephone, and there were eleven questions about billing.

Business Office Manager Barsanti, Administrative Director Wickkiser and Chief Financial Officer Lehman gave a presentation in response to board member Chatfield's request regarding the types of questions which are being asked of the Patient Access Department.

Administrator Parrish: (1) presented a thank you from resident Ben Hansen; (2) presented an NRHP return dividend of \$24,788 for equipment repair expenses; and, (3) advised that NRHA selected Parrish for their fellows program.

CONSENT AGENDA:

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

Motion by board member Hummel and second by board member Brissenden to approve the board meeting minutes for October 28, 2014. Motion carried with board members Hummel, Brissenden, Hopfer and Hanzlik voting aye and board members Chatfield and Miller abstaining as they were not in attendance at the meeting.

PRESENTATION REVIEW/ APPROVAL OF FINANCIAL REPORTS:

Administrator Parrish presented the October 2014 financial report.

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

DISCUSSION / ACTION ON ITEMS OF BUSINESS & OTHER REPORTS:

1. FY2014 financial audit report / Administrator-CFO-LarsonAllen

Dan Frein with Larson Allen gave a presentation on the financial audit results. There were no material weaknesses or significant deficiencies. There was discussion about an item from the prior fiscal year audit regarding tests to determine the ability to compromise the computer system. It was explained that the appropriate system adjustments had been made, and a second test will be performed in January 2015 to ensure that the modifications to the system are working. Board member Brissenden inquired about previous year's significant deficiencies and material weaknesses, and asked if information can be put in the audit report to explain if they have been addressed. Frein advised that information can be provided. Board member Chatfield inquired about the Medicare reimbursement, and Frein explained.

Motion by board member Hummel and second by board member Chatfield to accept FY2014 audited financials as presented. Motion carried unanimously.

2. Employment agreement for Echo Mathews for nurse practitioner health care services / Administrator

Administrator Parrish advised that Echo Mathews is a nurse practitioner who is proposed to start work December 1, 2014. Board member Brissenden inquired as to what is different from the previous contract. Parrish advised the retention expense was changed.

Motion by board member Chatfield and second by board member Hummel to approve nurse practitioner health care services employment agreement for Echo Mathews as presented. Motion carried with Chatfield, Hummel, Hanzlik, Hopfer and Miller voting aye. Brissenden did not vote.

3. Mitchell property lease agreement proposal for construction services are to be used for expansion project / Administrator-Owners Representative

Administrator Parrish explained last month approval was given to negotiate with Union Pacific Railroad for a construction services area; however, in the interim another option is available involving a parcel of land which will be safer to use, has better access and will require less improvements. Owners Representative Sheppard was present for questions. Board member Chatfield inquired how the cost for the other property would compare to the cost for the Railroad property. Sheppard advised that costs will be about the same. Legal Counsel Maher advised that a three year lease agreement is preferred. Sheppard explained the safety benefit of the private property as compared to the UPRR property.

Motion by board member Chatfield and second by board member Miller to approve administration to pursue a lease for land for use as a construction yard site as explained. Motion carried unanimously.

4. Update on modular unit / Administrator-Owners Representative

Owners Representative Sheppard said the modular unit project is 90% complete. A crew from the factory will be arriving next week to finish the installation, and the week after that Quality Floors will complete the floors. Sheppard explained the patient rooms and doors are bigger, there are large break rooms with lockers, and the Stringham office area is bigger and brighter. Board member Hopfer said he toured the building and it is hard to hear the train when it comes by. Sheppard said the project is well within the budget.

5. Election of Board of Trustees Chairman and Board of Trustees Secretary / Board

Board member Brissenden inquired about the public comment made at the start of the meeting. Legal Counsel Maher advised officers hold their office for one year or until their successors are elected. Usually, elections are held in January however they don't have to be, elections can be held at any meeting, including this meeting. Maher read from bylaws. Brissenden said the copy of bylaws she has is different (the language appeared to be from an earlier version of the bylaws).

Motion by board member Chatfield and second by board member Miller to table this item until the January meeting. Motion carried unanimously.

6. Physician Recruitment / Administrator

Administrator Parrish advised that Jeremy Hurst is seeing patients and Echo Mathews will start December 1, 2014. A physician's assistant will be shadowing Dr. Perkinson and Hurst in December to determine if she is interested in seeking employment. Two interviews with potential residents who may be interested in joining the Hospital program were conducted. Perkinson advised the first resident is scheduled to start July 2015, and two residents per year are expected thereafter.

HOSPITAL BOARD OF TRUSTEE COMMENTS / STAFF REPORTS:

Board member Chatfield said he loves what the Patient Access and Business Office staff members are doing with the questions and information about hospital services. Chatfield asked for update next meeting and suggested the billing statements have a local phone number listed.

Board member Hopfer inquired on having a retreat for the board in the future. Administrator Parrish advised that typically a workshop meeting is held around budget time. Hopfer spoke to the group from Humboldt County Healthcare regarding their Facebook post which states change is leaving and corruption is coming. Hopfer said that type of behavior is offensive. A member of the group alleged they did not post the Facebook item, and claimed they have no control of what others put on the site. The member said she will monitor the site more closely.

Board member Brissenden advised that last week she went to a NACO conference in Ely and sat in on meeting of the hospital board and noted the Chief of Staff is a voting member of the board. Brissenden thinks it would be great for the Chief of Staff to sit on the local board and be a voting member.

Board member Hummel said he had the same concerns as Hopfer had with the Facebook post.

Board member Miller advised she is thankful for the chance to participate. Miller would like to have a sampling of calls on a quarterly basis to see how it affects customers.

PUBLIC COMMENTARY:

There was no public commentary.

Board chairman Hanzlik adjourned the November 25, 2014 meeting of the Humboldt County Hospital District Board of Trustees at 7:34 p.m.

APPROVED:

ATTEST:

Maurice Hanzlik, Chairman

Alicia Wogan, Administrative Assistant