HUMBOLDT GENERAL HOSPITAL
DISTRICT BOARD OF TRUSTEES
OCTOBER 24, 2023 REGULAR MEETING
MEETING VIA TELECONFERENCE—VIDEOCONFERENCE—IN-PERSON

BOARD PRESENT:
Alicia Cramer, Chair
Ken Tipton, County Comm. Member
Lewis Trout, Member (via phone)
JoAnn Casalez, Member

Kent Maher, Legal Counsel

ABSENT:
Michelle Miller, Vice-Chair
Jill Stepper, Member

MEDICAL STAFF PRESENT:
Rommel Adajar, MD
Veronica Janhunen, MD
Lacy Fettic, MD

STAFF PRESENT:
Robyn Dunckhorst, CEO
Kim Plummer, CFO
Bertha Higbee, CNO
Andrew Loveless, EMS Chief
Alicia Wogan, Executive Assistant
Chris Vertrees, IT
London Mouritson, APRN
Angela Giese, CHRO
Pretoria Stephen, MM Manager
Shelly Smith, Controller
Lorrie Meiron, OB Manager
Becky Tisue, ER Manager
Jackie Wilson, CIO
Kelly Pullin, Business Office Manager
Theresa Willis, EMS (via phone)
Sheri Garland, Inpatient Manager
Crystal Smalley, Social Worker
Diane Klassen, Radiology Manager

GUESTS:
Millie Custer (via phone),

CALL TO ORDER:
Board chair Cramer called the October 24, 2023, board meeting to order at 5:30 p.m.

PUBLIC COMMENT:
There was no public comment.

TRUSTEE COMMENT:
There was no trustee comment.

MEDICAL STAFF – HOSPITAL DEPARTMENT REPORTS:

1. **Medical Staff report:**
   Chief of Staff Dr. Adajar stated he didn't have anything.

2. **Administration Department reports:**

   a. CEO report:
   - Marketing/Community Outreach position is open, it has been posted internal and externally. Have held several interviews and are down to a couple of candidates, the person is expected to be selected in the next week. We have discontinued the community magazine due to cost and coming up with new articles for the magazine, will use those marketing dollars for an upcoming plan, you will see one more magazine in approximately December, it can be picket back up if decide to.
   - Western Surgical Group started October 1st, they have done a really good job, they have done some procedures and surgeries. Their clinic leadership team has been out to help staff learn to use their HER system and get the workflow down.
   - Respiratory season plan: Did something different this year, at conferences asked what other hospitals are doing. We are not going to require wearing masks for those who choose to not get vaccinated but to mask when appropriate.
   - Upcoming event/new service line: Veterans Day has been changed to a breakfast in lieu a lunch, will give a coat. Employees Committee is hosting truck or treat this Saturday; Cookies with Santa will continue to have at EMS station; EMS Chief Loveless and Executive Assistant Wogan will attend and have a booth at Nevada Futures; staff will participate in the Lowry Career Fair. New service line, pulmonary rehab starting November 1st.

   Leadership updates:
   - Bertha announced Crystal Smalley, Social Worker; Sheri Garland, Inpatient Manager.

   Medicaid Managed Care:
   - CFO Plummer spoke of beginning in 2026 Medicaid will go to managed care, met with Medicaid for four hours, concerns were voiced to the group. Also met with two insurance groups: Silver Summit, Hometown Health and Ambetter. The State will be choosing who will get the contract in the Rurals. CEO Dunckhorst went over the history during the legislative session and stated Humboldt County has 1% of Medicaid Managed Care patients. NRHP is heavily involved in the process.

   c. Financial report: CFO Plummer presented: the September 2023 income statement; balance sheet; accounts receivable; clean claim rate; daily cash inflow and outflow; monthly cash inflow and outflow; DNFB; Cerner DNFB; and the financial dashboard (KPIs). Board chair Cramer asked what we are doing or what is the plan with self-pay, Plummer stated we may need to do a discount however that didn't have much impact last time, if there is no activity on the account they are sending them to the agency. Board member Trout asked about on the statement of net position you have a couple of entries of current assets called other receivables and prepaids, explain what other receivables are and prepaids. Plummer explained that other receivables are anything nonpatient related. Prepaids are anything over $10,000 that benefits a period for more than one year, for example property insurance policy. Trout asked about statement of profit and loss ending 9/30, contractual adjustments and bad debt are down from the budget, do you expect that trend to continue. Plummer does not expect to continue, it's an accounting

entry to get some old accounts off the books. Trout asked about operating expenses, benefits have decreased from the budget, they are substantially lower. Plummer stated the budget takes and divides by twelve, depending on the number of payrolls it could be lower or higher, extra money was also given to GASB 68. Trout asked if the increase in utilities is due to increase in gas in electric, Plummer has not seen any volume increases, can get back with more details. Trout stated that someone looking at this doesn't really know what the monthly versus year to date, having headings on the left side and right side added to show which data is which would be helpful. Trout asked about a company that briefed the County Commission on funding capital approvals, asked Plummer to explain where she's at. Plummer advised she looked into the company, it looks to her that they upfront the cost and you lease items back for a certain period to own the property, if you default they own the building. Didn't see any customer testimonials on the company, not sure how long they have been in healthcare. Research is still in progress.

CONSENT AGENDA:

Motion by board member Casalez and second by board member Tipton to approve the consent agenda items numbered with correction (1) Board meeting minutes for: September 26, 2023, (2) Richard Butler, MD, Provisional-General Surgery; Michael Gerber, MD, Provisional-General Surgery; Brian Juell, MD, Provisional-General Surgery w/Proctoring; James Nunley, MD, Provisional-General Surgery; Benjamin Kitt, DO, Active-Emergency Medicine; Clayton Wu, MD, Active-Emergency Medicine; James Balodimas, MD, Consulting-Teleradiology; Graham Hill, DO, Active-Physical Medicine and Rehabilitation. and (3) financials and warrants disbursed. Motion carried unanimously.

BUSINESS ITEMS-OTHER REPORTS:

1. Hospital Administration / request for approval of the terms and employment agreement with John Jackson, MD to provide FPOB services / Administration

CEO Dunckhorst stated Dr. John Jackson is the FPOB expected to start after the first of the year, he would replace Dr. Alex Curtis. The contract is standard and the same as the previous contract.

Motion by board member Casalez, second by board member Cramer to approve the terms and employment agreement with John Jackson, MD to provide FPOB services as presented. Motion carried unanimously.

2. Hospital Administration / terms and employment agreement with Lacy Fettic, MD to provide Supervisor of the Rural Family Residency Program services / Administration

CEO Dunckhorst stated Dr. Fettic's contract is up for renewal, amendment increases the term three years and increases the compensation for the medical direction she provides. Board member Trout asked how closely she works with Dr. De Schutter, Dr. Fettic explained they work together and work well together.

Motion by board member Tipton, second by board member Casalez to approve the terms and employment agreement with Lacy Fettic, MD to provide Supervisor of the Rural Family Residency Program services as presented. Motion carried unanimously.

3. Hospital Administration / request for approval of the amended terms and employment agreement with Health Tanita PLLC, dba, Henderson Women's Care to provide FPOB services / Administration

CEO Dunckhorst explained this is an additional amendment to add major holiday pay to the contract, they are the interim contract to cover FPOB services to cover gaps in coverage, so we don't have to get a locum.

Motion by board member Casalez, second by board member Cramer to approve the request for approval of the amended terms and employment agreement with Health Tanita PLLC, dba, Henderson Women's Care to provide FPOB services as presented. Motion carried unanimously.

4. Hospital Administration / request for approval of Mindray monitors (N15) 2X, multi-gas modules 2X, multi parameter modules (MPM) 2X and mounting plates in the amount of $30,723.50/ Anesthesia-Administration
CEO Dunckhorst stated when Mindray installed the system, the original quote included the operating room and preop pacu up and running, when it was requoted, we forgot anesthesia they need two monitors and modules.

Motion by board member Tipton, second by board member Casalez to approve the request for approval of Mindray monitors (N15) 2X, multi-gas modules 2X, multi parameter modules (MPM) 2X and mounting plates in the amount of $30,723.50 as presented. Motion carried unanimously.

5. Hospital Administration / request for approval of professional services agreement with Northstar Radiology Nevada Inc. for radiology billing services / Administration
CEO Dunckhorst stated this contract has come back to change the billing structure, HGH takes on the billing and collection and pay them for the services they provide. The charges have been built, along with tracking of the providers, we feel we are ready and feel we will be a monetary benefit.

Motion by board member Casalez, second by board member Cramer to approve the request for approval of the request for approval of the professional services agreement with Northstar Radiology Nevada Inc. for radiology billing services as presented. Motion carried unanimously.

TRUSTEE COMMENTS-STAFF REPORTS:
Board chair Cramer spoke of the process of board member Trout's resignation. Trout stated one applicant has submitted, once add runs tomorrow there may be more applicants.

Board member Tipton welcomed the two new staff members.

PUBLIC COMMENT
There was no public comment.

Board chair Cramer adjourned the October 24, 2023, meeting of the Humboldt County Hospital District Board of Trustees at 6:07 pm.

APPROVED: **ATTEST:**

Alicia Cramer, Board Chair

Alicia Wogan, Executive Assistant