

**HUMBOLDT GENERAL HOSPITAL  
DISTRICT BOARD OF TRUSTEES  
APRIL 27, 2021 REGULAR MEETING  
MEETING VIA TELECONFERENCE--VIDEOCONFERENCE**

**BOARD PRESENT:**

Alicia Cramer, Chair  
Michelle Miller, Secretary  
JoAnn Casalez, Member  
Gene Hunt, Member  
Ken Tipton, County Comm. Member  
Lewis Trout, Member

Kent Maher, Legal Counsel

**BOARD ABSENT:**

**MEDICAL STAFF PRESENT:**

Richard Davis, MD  
Robert Johnson, PA

**STAFF PRESENT:**

Tim Powers, CEO  
Cory Burnett, CFO  
Mike Bell, IT Director  
Brett Peine, EMS Director  
Alicia Wogan, Executive Assistant  
Darlene Mangrum, Revenue Cycle  
Director (via phone)  
Laura Shea, Marketing-Community Relations  
Rachel Lara, Clinic Manager (via phone)  
Duane Grannis, Maintenance Manager  
Theresa Bell, Project Director  
Sara Otto, Chief Compliance Officer (via phone)  
Billie Lucero, Wellness Coordinator (via phone)  
Bertha Higbee, ACNO  
Adriana Calderon, Acute Manager  
Cody Bright, Pharmacy Manager  
Tori Stephen, MM Manager  
Shelly Smith, Senior Accountant

**GUESTS:**

Bill Hammargren (MedX AirOne Community Advocate) and Ashley Maden (Humboldt Sun).

**CALL TO ORDER:**

Board chair Cramer called the April 27, 2021 board meeting to order at 5:30 p.m.

**PUBLIC COMMENT:**

Board member Trout commented on the meeting agenda, in-person meeting attendance and the existing contract for legal services.

Board member Tipton spoke with Dr. Kroner, now retired, who asked Tipton to thank administration and physicians, and to let the nurses know they are the best he has ever worked with.

**MEDICAL STAFF – HOSPITAL DEPARTMENT REPORTS:**

**Medical Staff report:**

Chief of Staff Richard Davis, MD reported: the county COVID positivity rate is 1%; 36,000 health care workers nationally have been vaccinated with 379 workers testing positive after one shot and seven testing positive after two shots; and, cross antibody studies from China revealed there are four times as many persons with antibodies than there were cases reported.

**MedX AirOne update:**

MedX AirOne representative Bill Hammargren reported MedX AirOne sent three helicopters to the severe vehicle accident on April 13 and brought the fixed wing aircraft in several times last month.

**Administration Department reports:**

- a) Orthopedics and Cardiology campaign: Marketing-Community Relations Director Shea explained the Care with Confidence theme and logo, use of physician photos and the mailer headline and photo options. Dr. Davis did a phone interview for the magazine that will go out in June. CEO Powers advised that advertising results are expected in six months. The Welltock program will go live in a few weeks pending procurement of photos of local persons. Dr. Davis will develop a talk about arthritis to promote community interaction. Discussion of having a public forum to learn about community perceptions was suggested.
- b) Strategic Plan: Shea advised Achieve-It was completed, the report will be at the next meeting.
- c) Swing Bed update: ACNO Higbee explained the swing bed system, patient eligibility, reimbursement process and the benefits for patients. The swing bed numbers have increased and five patients at a time is manageable. CFO Burnett explained the reimbursement rates.
- d) EMS update: EMS Director Peine reported in a four-day period there were four vehicles out of service, which left only two vehicles in service to staff the normal three crews. Plans to fix the problems include considering leasing options and regular ambulance replacements. In the immediate future, approval to purchase demo models will be requested because the current units will likely not be serviceable for the nine to twelve months it takes to obtain new vehicles. Calls are going well and they are seeing an increase in call volume as more people get out. There are 24 persons and 11 referrals in the Community Paramedicine program and they are bringing in revenue. Kevin Grannis and Andrew Loveless were appointed Deputy Chiefs. Work continues on tracking community service hours to show the value of the services. There has been discussion with Pershing County EMS, which is having challenges keeping volunteers. Currently, HGH EMS provides service to mile marker 140/141. Covid and other vaccines are not provided through the Community Paramedicine program because of patient oversight and monitoring requirements and the lack of staff paramedics .
- e) CEO Report: CEO Powers commented on the R1 billing services and suggested the item be tabled pending further review. Powers reported on: billing issues with anesthesia units and professional fees; the Nightingale Award for Excellence in Nursing; hospital week festivities; the Family Medicine Residency program, visits with Dr. Palmer and Dr. Rogers last week, grants for the program, and the possible employment of one of the graduating residents; discussion of the lab and pharmacy construction with Nexus, the plan to present pharmacy and lab drawings, and discussions with CTA; and, the four nominees for the Northern Nevada Nurses of Achievement.

**CONSENT AGENDA:** Motion by board member Miller and second by board member Hunt to approve the consent agenda consisting of: (i) Board meeting minutes for February 23, 2021, March 11, 2021 and March 20, 2021; and, (ii) Medical Staff applications for appointments, reappointments, provisional and temporary privileges for: Graham Hill, DO, provisional-physical medicine and rehabilitation; Patrick Osgood, MD, provisional-orthopedics; James Sloves, MD, consulting staff-teleradiology; William Gregory, MD, provisional staff-emergency medicine; and, Sara Lary, DO, provisional staff-emergency medicine. Motion carried unanimously with board members Miller and Tipton abstaining from March 11, 2021 meeting minutes and Board member Trout abstaining from March 20, 2021 meeting minutes as they were not present at the meetings.

**FINANCIAL REPORTS:**

CFO Burnett presented and explained the March 2021 financials, including: gross patient revenue; contractual allowances and bad debt; operating revenue; operating expenses; non-operating revenue; net income; and, AR and days cash on hand. The April operating revenue is not in line with prior months which is due in part to the backlog of services that have not been coded or billed. CEO Powers stated that improvements should be in place by the end of the month. Revenue Cycle Director Mangrum stated R1 has not touched accounts for 21 days and by the end of month there should be results for April.

Motion by board member Casalez and second by board member Hunt to approve the March 2021 financials, warrants, and disbursements as presented. Motion carried unanimously.

**BUSINESS ITEMS-OTHER REPORTS:**

**1. Hospital Administration-SNF / request to authorize purchase and installation of upgrades and additions to the existing Responder 5000 call light system, marquee and zone lights used in the skilled nursing facility / SNF Manager-Administration**

DON Winters explained the request to upgrade the call light system is to improve patient satisfaction and patient safety. The cost is approximately \$40,000 and it will cover the upgrade and zone lights. There should be no downtime since the existing system is being upgraded and it is not anticipated there will be need for additional improvements. It was budgeted for July, but Winters believes it needs to be addressed more quickly.

Motion by board member Trout and second by board member Casalez to approve purchase and installation of upgrades and additions to the existing Responder 5000 call light system, marquee and zone lights for the skilled nursing facility not to exceed \$40,000. Motion carried unanimously.

**2. Hospital Administration-EMS / documentation and justification for purchase of EMS vehicle(s) at cost savings / request for authorization to solicit for the purchase of EMS vehicles to replace existing EMS vehicles / EMS Chief-Administration**

EMS Chief Peine said he has reached out and is waiting for proposals on the demo units which he expects to cost \$200,000 to \$250,000. Peine noted that new units were budgeted for with a lease program. The upgrade to the demo vehicles should be accomplished by using items from the current units which will be decommissioned. Peine explained the last purchased vehicles are not in great condition, they have been in Reno for several weeks for work which is covered under warranty. Sprinter buses are not a good alternative option due to wind instability, no four-wheel drive and concern with staff switching between vehicle types. The demo vehicles include a diesel unit and a gas unit. Project Manager Bell noted the reason that the purchasing manager was not being involved is because the ambulance units are specialized and Peine has the knowledge and is able to answer questions better.

Motion by board member Trout and second by board member Miller to approve the request for authorization to solicit for purchase EMS vehicles to replace existing EMS vehicles as recommended by staff. Motion carried unanimously.

**3. Hospital Administration-Marketing / request to engage the services of Monigle company for the sum of \$29,500 to conduct key audience research consisting of telephone interviews and internet surveys of hospital administration-leadership, community leaders-influencers, service area heads of households, hospital staff and service providers to generate data for analysis and understanding of the perception of the hospital as a healthcare services provider in its service area and make recommendations for changes and/or improvements / Marketing Director-Administration**

Marketing-Community Relations Director Shea advised she worked with Monigle at a previous hospital and explained they will do a public image study to gather information from key stakeholders and propose action items to make sure communications are done the right way and consistent throughout the organization. The biggest thing they bring is information on how to leverage the organization in the community. They helped with the renaming of Renown. It is a six-week process that costs \$29,500, which is included in the next budget. Board chair Cramer asked if there are plans to do part two of the study. Shea responded that she feels part one is sufficient.

Motion by Board member Casalez second by board member Trout to approve the request to engage the services of Monigle company as presented with the understanding that payment will come out of 2022 budget. Motion carried unanimously.

**4. Hospital Administration / request to approve professional services employment contract for Lee T. Church, MD to provide hospitalist services / Administration**

CEO Powers advised he is requesting approval of the Dr. Church contract for hospitalist services as detailed in the meeting packet.

Motion by board member Casalez and second by board member Miller to approve the professional services employment contract for Lee T. Church, MD to provide hospitalist services as presented. Motion carried unanimously.

**5. Hospital Administration / request to approve a master services agreement with R1 RCM Inc. to transition the billing function and services from RCM to the hospital district as outlined in a separate statement or statements of work at a cost of \$4M paid in eight equal installments ending December 2021 / CEO-Administration**

Motion by board member Miller and second by board member Trout to table further consideration of the agreement until a legal opinion is received. Motion carried unanimously.

**TRUSTEE COMMENTS-STAFF REPORTS:**

Board member Trout stated he visited the Friday Health Lab and it was very well worthwhile.

Board member Hunt commented that he also visited the health lab and had a positive experience.

Board member Miller said she would like weekly updates from CEO or leadership. Miller questioned if there will be an application process if the hospital adds community members to provide feedback, and suggested being careful to not cherry pick members. Miller commented that committees making recommendations to the board are subject to the open meeting law. Board member Casalez noted the chair was able to appoint liaisons which do not fall under the open meeting laws.

Board member Tipton suggested that going forward when staff has presentations for items that are not in the budget, they should know how much is in the budget, it should be in the current year budget and they should not use augmentation as a means to fund the items. It is necessary to live within budget.

**PUBLIC COMMENT:**

There was no public comment.

Board chair Cramer adjourned the April 27, 2021 meeting of the Humboldt County Hospital District Board of Trustees at 7:48 p.m.

**APPROVED:**

**ATTEST:**

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Alicia Cramer, Board Chair

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Alicia Wogan, Executive Assistant