

**HUMBOLDT GENERAL HOSPITAL  
DISTRICT BOARD OF TRUSTEES  
SEPTEMBER 24, 2019 REGULAR MEETING  
SARAH WINNEMUCCA CONFERENCE ROOM**

**BOARD PRESENT:**

JoAnn Casalez, Chairman  
Bill Hammargren, Member  
Jennifer Hood, Member  
Gene Hunt, Member  
Ken Tipton, County Comm. Member

Kent Maher, Legal Counsel

**BOARD ABSENT:**

Michelle Miller, Secretary

**MEDICAL STAFF PRESENT:**

Paul Gaulin, M.D.

**STAFF PRESENT:**

Karen Cole, Interim CEO  
Darlene Bryan, CNO  
Sandi Lehman, CFO  
Duane Grannis, Maintenance Director  
Rick McComb, Interim IT Director  
Rick Roche, Interim HR Director  
Jason Mercier, Revenue Cycle Director  
Robert Johnson, Practice Administrator  
Kim Plummer, Controller  
Melissa Lopez, Human Resources Generalist  
Diane Klassen, Radiology Manager  
Theresa Bell, Materials Management Manager  
Kanjana Gillespie, Accounts Payable  
Jeanette Grannis, PAD  
David Simsek, Pharmacy Manager  
Lorrie Merion, OB Manager  
Sean Burke, EMS Chief

**GUESTS:**

Ashley Maden (Humboldt Sun), Nicole Maher (Public Relations Director), Mike Sheppard (Owners Representative) and Lewis Trout.

**CALL TO ORDER:**

Board chairman Casalez called the September 24, 2019 board meeting to order at 5:32 p.m.

**PUBLIC COMMENT:**

There were no comments.

**MEDICAL STAFF – HOSPITAL DEPARTMENT REPORTS:**

**Medical Staff report:**

Chief of Staff Gaulin reported that because of the staffing changes they were able to do two (2) surgical procedures at the same time, which is the first time that has happened in nine years.

**Administration Department report:**

Dr. Johns with Invision, which provides the coverage for the Emergency Department (ED), reported that an assessment conducted last May indicates that the average wait time for ED is below the national average and the other measures were very favorable. Johns said HGH provides excellent teamwork and it was a great survey overall with many improvements having been made. Board member Hammargren thanked Invision for doing site visits.

EMS Chief Burke presented the July, August and September reports noting that there were 300 responses to security calls at the hospital with only eight calls being made to the police department.

CFO Lehman gave an update on the CERNER project, noting the order sets have been built.

Maintenance Director Grannis said the pharmacy remodel project is moving along well and the cafeteria remodel preliminary work began yesterday.

Interim CEO Cole reported: Dr. Alex Curtis started seeing patients September 3, 2019 and one of the OBGYN's, Dr. Nanani, said "He's the real deal"; Dr. Adajar will begin seeing patients October 7, 2019, and will have a welcome reception at 5 p.m. before the next board meeting; and, the FP/OB recruitment is continuing with a site visit by Subha Rajan on September 15-17, 2019, contact with Katrina Erickson, M.D., discussions with Patricia Millner, M.D., who is currently on active duty in Honolulu, Hawaii and will not be available until 2021, and scheduling of Yelena Coffield, D.O. for a video interview on October 26, 2019.

Cole stated Human Resources will go live with the new payroll system on January 1, 2020. They have also put the employee health insurance out to bid and hopefully will present the proposals at the next meeting, if they are available. Cole advised that Landon Mouritsen, CRNA, will start on September 16, 2019 and introduced Rick Roche, who is providing interim services as the HR Director and COO.

Cole noted the community wide emergency preparedness exercise over the past weekend was remarkable and provided a great opportunity to understand areas for improvement.

#### **CONSENT AGENDA:**

The consent agenda consisting of the August 27, 2019 board meeting minutes and the Medical Staff applications for appointments, reappointments, and provisional and temporary privileges for: Roger Brecheen, M.D., Active Staff-OB/GYN; Lawrence Shank, M.D., Active Staff-Orthopedics; Anthony Sciascia, M.D., Active Staff-ER; Eric Stirling, M.D., Active Staff-ER; Robert Westling, M.D., Active Staff-Family Practice; William Beckman, M.D., Active Staff-OB/GYN; Rommel Adajar, M.D., Provisional Staff-Internal Medicine; Stephanie Nainani, M.D., Provisional Staff-OB/GYN; Andrew Wesely, M.D., Provisional Staff-Pain Management; and, Michael Andrews, Provisional Staff-Anesthesiologist, was considered.

Motion by board member Hammargren and second by board member Hood to approve the consent agenda as presented. Motion carried unanimously.

#### **FINANCIAL REPORTS:**

CFO Lehman presented the August 2019 financial reports noting that the losses are due to increases in the revenue cycle, the cleanup of old accounts and the timing of payments. Lehman also noted there were two PERS contributions booked in the same month, which contributed to the deficit.

Motion by board member Hood and second by board member Hammargren to approve the August 2019 financials as presented. Motion carried unanimously.

/////////  
/////////  
/////////  
/////////

**BUSINESS ITEMS-OTHER REPORTS:**

**1. Hospital Administration-EMS / proposal to purchase eleven new cardiac monitors to replace outdated-unsupported cardiac monitors / EMS Director-Administration**

Interim CEO Cole asked that this item be tabled because EMS needs more time to review the proposals and obtain information about the systems.

No action was taken. The item was tabled until a future board meeting.

**2. Hospital Administration-Radiology / proposal to purchase Carestream interface for Cerner system in the amount of \$110,000 / CFO-Administration**

CFO Lehman referred to the information in the board meeting packet and advised that a Carestream interface will be needed to make a conversion between the in-house Radiology management system and the Cerner community works cloud-based application and requested approval for the purchase.

Motion by board member Hammargren and second by board member Hood to approve purchase of the Carestream interface for Cerner project in the amount of \$110,000. Motion carried unanimously.

**3. Hospital Administration-Pharmacy / proposal to purchase casework for pharmacy remodel project / Administration-Pharmacy Director**

Interim CEO Cole reminded that at the August board meeting the board authorized staff to proceed with the casework purchase for the pharmacy remodel project; the final purchase cost has now been obtained and approval is requested for the purchase.

Motion by board member Hammargren and second by board member Hunt to authorize \$116,854.62 to purchase casework for the pharmacy remodel project. Motion carried unanimously.

**4. Hospital Administration / proposal to engage the professional services of and enter into an agreement with CTA Architects to provide design and other services for the cafeteria remodel project / Administration-Owners Representative**

Owners Representative Sheppard presented a proposal (in the meeting packet) for a professional services agreement with CTA in a sum not to exceed \$25,000 to provide design and other services for the cafeteria remodel project. Sheppard indicated this is a good opportunity to get the design and move forward with the much needed remodel.

Motion by board member Hammargren and second by board member Hood to authorize the agreement with CTA for a sum not to exceed \$25,000 as presented. Motion carried unanimously.

**5. Hospital Administration / proposal to engage the professional services of and enter into an employment agreement with Subha Rajan, M.D. to provide family practice and obstetrics services / Administration**

Interim CEO Cole presented a proposed agreement (in the meeting packet) for Subha Rajan, M.D. to provide family practice and obstetrics services. Board member Hammargren asked if licensing in Nevada is going to be an issue. Cole said there is enough time between now and when the contract begins that the licensing time frame should not be a concern.

Motion by board member Hunt and second by board member Hammargren to engage the professional services of and enter into an employment agreement with Subdha Rajan, M.D. for family practice and obstetrics services as presented. Motion carried unanimously.

**6. Hospital Administration / proposal to engage the professional services of and enter into an independent contractor agreement with Shane Draper, Ltd. to provide podiatry services / Administration**

Interim CEO Cole said Dr. Draper approached her about providing podiatry clinic and surgery services. The proposed agreement (in the meeting packet) includes terms for providing such services three days per week with HGH responsible for the expenses, the billings and the collections in exchange for receiving the fees generated associated with providing the professional services.

Motion by board member Hammargren and second by board member Hood to enter into the agreement with Shane Draper, Ltd for podiatry services as presented. Motion carried unanimously.

**TRUSTEE COMMENTS-STAFF REPORTS:**

Board member Hood read a statement advising that she will be resigning from the board and this will be her last board meeting. Hood thanked the public for the opportunity to serve.

Board chairman Casalez said she has asked board member Hunt to work on the bylaws.

**PUBLIC COMMENT:**

Rick McComb, Interim IT Director, said the emergency preparedness training was very useful and he was very pleased with the entire process.

Board chairman Casalez adjourned the September 24, 2019 meeting of the Humboldt County Hospital District Board of Trustees at 6:22 p.m.

**APPROVED:**

**ATTEST:**

---

Joanne Casalez, Board Chairman

---

Melissa Lopez, Human Resources Generalist