

**HUMBOLDT GENERAL HOSPITAL
DISTRICT BOARD OF TRUSTEES
APRIL 30, 2019 MEETING
SARAH WINNEMUCCA CONFERENCE ROOM**

BOARD PRESENT:

JoAnn Casalez, Chairman
Bill Hammargren, Member
Jennifer Hood, Member
Gene Hunt, Member

Kent Maher, Legal Counsel

BOARD ABSENT:

Michelle Miller, Secretary
Ken Tipton, County Comm. Member

MEDICAL STAFF PRESENT:

Brad Granath, M.D.
Paul Gaulin, M.D.

STAFF PRESENT:

Karen Cole, Interim CEO
Darlene Bryan, DON
Sean Burke, EMS Director
Duane Grannis, Maintenance Director
Robyn Dunckhorst, RN, ER Director
Lisa Andre, Quality Director
Dave Simsek, Pharmacy Manager
Robin Gillis, SNF Manager
Kim Plummer, Controller
Janet Sturtz, OR Manager
Alicia Wogan, Executive Assistant
Chris V – IT
Rick Roche, Interim HR Director
Jeanette Grannis, Patient Access Rep
Jeremy Hurst, APRN
Robert Johnson, Practice Administrator

GUESTS:

Ashley Maden (Humboldt Sun), Judy Adams (Auxiliary Member), Susan Rorex (Auxiliary Member), Nicole Maher (Public Relations Director), Millie Custer, Robin Granath, and Mike Sheppard (Owners Representative).

CALL TO ORDER:

Board chairman Casalez called the April 30, 2019 board meeting to order at 5:32 p.m.

PUBLIC COMMENT:

Brad Granath, M.D. announced the closing of his clinic at the end of June 2019 and offered a thank you for the support and generosity from HGH, especially Housekeeping, Maintenance and IT. Granath extended a special thank you to the nurses at HGH and commented on their competency and compassion. He thanked the community for its support and said he has enjoyed being a small town doctor. Board chairman Casalez thanked Granath for his services to the hospital and community.

MEDICAL STAFF – HOSPITAL DEPARTMENT REPORTS:

Medical Staff report:

Dr. Gaulin advised he has accepted the Chief of Staff position and committed to work with the CEO and assist the Board to provide high quality of care.

Hospital Week report:

EMS Director Burke gave an update on Hospital Week and went over the schedule.

Clinic allocation-space report:

Practice Administrator Johnson presented anticipated changes to the clinic space allocation, including placement of the Internal Medicine office near the admitting desk to make it easier on the elderly.

Long Term Care report:

Director of Nursing Bryan welcomed Chief of Staff Gaulin and thanked Dr. Granath for the work he's done for fourteen years and his professionalism towards the nursing staff. Bryan said the admissions committee developed an action plan for Long Term Care (LTC) which includes updating the admission process and the intake packet. SNF Manager Gillis will be the point of contact for LTC admissions and customer service. A quality improvement study has been put into place to make sure everything is working, along with an interview and survey plan. The new process is to make return telephone calls within one day and schedule appointments for those with questions. Great Basin College indicated four spots of the April 15, 2019 class are for HGH, and a summer course is scheduled and HGH will sponsor two students in the class. There is a potential to procure five employees from the current class. HGH can now hire Nurse Assistant Trainees (NATs) and there are two in the class now that are potential hires. Gillis is working on a job description and establishing a pay rate. Bryan commented on RN staffing levels. The admissions committee, which meets weekly, is also working on resolving payment issues.

Administration Department report:

Interim Administrator Cole introduced Rick Roche, the Interim HR Director, and provided an update on the HR immediate priorities. Cole commented on the physician recruitment for Dr. Janhunnen, Dr. Masuck, Dr. Adajar, Dr. Sandhu and Dr. Curtis. Cole said pain management services may be provided by Dr. Andrew Wesley and sleep medicine, telepsychiatry and midwife services were discussed. An update on the Cerner project was given. Cole reminded of the board-medical staff mini retreat on May 10-11. Information was distributed on the WRTS symposium.

CONSENT AGENDA:

Motion by board member Hammargren and second by board member Hood to approve the consent agenda as presented, including board meeting minutes for March 26, 2019, March 30, 2019 and April 9, 2019. Motion carried unanimously.

FINANCIAL REPORTS:

Interim Administrator Cole presented the March 2019 financials.

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

BUSINESS ITEMS-OTHER REPORTS:**1. Hospital Administration-EMS / proposal to procure security services for hospital, outbuildings and grounds / EMS Director**

EMS Director Burke advised that a group has been working on security issues for some time and gave a presentation. There were 399 calls to the police department last year for security reasons. Burke explained the proposals and options for providing security services said the request is for one armed guard with healthcare specific training on duty seven days a week, twenty-four hours a day. The Allied Universal proposal is the most realistic option at \$302,000. Board chairman Casalez said she has been in support of security services since she started service on the board; she appreciates staff answering her questions and the comments from staff about their comfort with the current security. Board member Hammargren said he previously shared his concerns with Burke and the CEO and mentioned issues with security at his place

of employment. Hammargren wants to see quarterly data over the next year, including encounters with WPD, and a comparison of the new data with the existing data. Board member Hunt suggested there be a differentiation between WPD contact calls and calls for arrests.

Motion by board member Casalez and second by board member Hammargren to approve the contract for security services with Allied Universal as presented subject to contract final review and approval with administration and legal counsel, with the directive to staff to provide quarterly data as discussed and the survey results. Motion carried unanimously.

2. Hospital Administration-OR / proposal to purchase scopes for operating room / OR Director

OR Director Sturtz gave a presentation on the OR scopes including utilization and turnover of equipment. The equipment was budgeted at \$120,000 and the quote came in at \$87,592.25 with a one-year warranty included. Due to compatibility issues with existing equipment in service, the new equipment has to be Olympus, otherwise the purchase of additional equipment would be required. Interim Administrator Cole thanked Sturtz and DON Bryan for their work on getting the price down.

Motion by board member Hammargren and second by board member Hunt to approve the proposal as presented to purchase two scopes and processor in the amount of \$87,592.25. Motion carried unanimously.

3. Hospital Administration-Pharmacy / bid-proposals for pharmacy-physical therapy remodel project / award of contract for pharmacy-physical therapy remodel project / Owners Rep-CTA

Mike Sheppard, Owner Representative, went over the history of the building projects and gave a presentation. The pharmacy-physical therapy remodel bids came in higher than expected; Interim Administrator Cole and Sheppard discussed options with Sletten (the only bidder) and CTA (the architect) representatives. The Board has the option to: award the bid as submitted; reject the bid; or, table the matter and bring it back at the May meeting after exploring value engineering options. Sheppard explained from 2010 to current, HGH used four primary contractors, with most of the work being performed with the last contractor (Sletten). There was only one minor incident with the Sletten team which involved a subcontractor employee using inappropriate language in the presence of staff. The person was dismissed immediately from the project. There were no infection control issues and money was saved on project. Sheppard said he is discouraged with the price but is pleased that Sletten and the subcontractors who worked on the most recent project chose to bid this project. Sheppard explained potential value engineering options. Board member Hood said she is interested in considering potential savings and working with Pharmacy Manager Simsek to determine if there are areas where there may be savings. Board member Hammargren suggested taking any value engineering savings and having Simsek look at potential cuts from the project. Sheppard mentioned the case work which is a separate purchase from the project which was bid. Cole explained how the bid project and case work contracts are structured.

Motion by board member Hammargren and second by board member Hood to table consideration of the pharmacy-physical therapy remodel project bid award and to authorize staff to determine potential value engineering and other savings options. Motion carried unanimously.

4. Hospital Administration-Clinic / terms and conditions of employment agreement with C Robert Westling, M.D. / Administration

Legal Counsel Maher advised that work is continuing on finalizing the contract terms and requested that staff be authorized to negotiate final contract terms and bring the matter back to the board for ratification.

Motion by board member Hammargren and second by board member Hunt to authorize staff to complete the employment contract negotiations with Robert Westling and present the final negotiated contract to the board for ratification. Motion carried unanimously.

5. Hospital Administration / request for approval of QAPI Plan policy / Administration-Quality Control

Quality Director Andre advised the plan before the staff is a hospital wide plan to meet critical access hospital conditions of participation to provide safe and quality care to patients. This is the first step, if changes are made to the plan it will come back to the board.

No action was taken.

TRUSTEE COMMENTS-STAFF REPORTS:

Board member Hammargren thanked Dr. Granath and his wife for making Winnemucca their home for so many years and wished him well on the next phase of his professional career.

Board member Hood seconded Hammargren's comments, thanked Dr. Granath for the services he has provided and wished him well.

Board chairman Casalez said she wishes Dr. Granath well and thanked everyone for the progress, changes, positive influences and hard work as the organization moves forward.

PUBLIC COMMENT:

There were no comments.

Board chairman Casalez adjourned the April 30, 2019 meeting of the Humboldt County Hospital District Board of Trustees at 7:04 p.m.

APPROVED:

ATTEST:

JoAnn Casalez, Board Chairman

Alicia Wogan, Executive Assistant