

**HUMBOLDT GENERAL HOSPITAL
DISTRICT BOARD OF TRUSTEES
JUNE 22, 2021 REGULAR MEETING
MEETING VIA TELECONFERENCE--VIDEOCONFERENCE--IN-PERSON**

BOARD PRESENT:

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

Kent Maher, Legal Counsel

BOARD ABSENT:

Michelle Miller, Secretary

MEDICAL STAFF PRESENT:

Richard Davis, MD
Robert Johnson, PA

STAFF PRESENT:

Tim Powers, CEO
Cory Burnett, CFO
Robyn Dunckhorst, CNO
Mike Bell, IT Director
Brett Peine, EMS Director
Alicia Wogan, Executive Assistant
Darlene Mangrum, Revenue Cycle Director (via phone)
Brian Washburn, DOO
Angela Giese, Chief Human Resources Officer
Tina Wilson, ACNO
Kim Plummer, Controller
Michel Winters, Harmony-Quail DON
Janet Sturtz, OR Manager
Laura Shea, Marketing-Community Relations
Rachel Lara, Clinic Manager
Duane Grannis, Maintenance Manager
Theresa Bell, Project Director
Sara Otto, Chief Compliance Officer
Bertha Higbee, ACNO
Cody Bright, Pharmacy Manager
Tori Stephen, MM Manager
Shelly Smith, Senior Accountant
Jessica Villarreal, Credentialing Specialist
Sandi Michaels, Clinical Informatics

GUESTS:

Bill Hammargren (MedX AirOne Community Advocate) and Debra Gay.

CALL TO ORDER:

Board chair Cramer called the June 22, 2021 board meeting to order at 5:30 p.m.

PUBLIC COMMENT:

Debra Gay offered her perspective on the COVID situation and her belief that the PCR test was never intended to be a diagnostic test. She expressed her concern that the COVID vaccine is causing the loss of children and that there are more deaths because of the vaccine. Gay suggested that more research should be done.

Dr. Richard Davis, Orthopedic Surgeon, stated he has been in medicine for 30 years and he has studied extensively the research on COVID from many sources, noting the data from China was quite good. Davis said when forming an opinion about COVID the source of the information must be considered. Davis said the vaccine is quite safe and that it is foolish to take chances with COVID by not being

vaccinated. Davis said it is understood that some people have adverse reactions but the information available to him is not consistent with the comments by Gay.

Board member Hunt stated he understands the information Gay has been researching and that there is incorrect information being circulated.

MEDICAL STAFF – HOSPITAL DEPARTMENT REPORTS:

Medical Staff report:

Chief of Staff Davis reported the County COVID positivity rate is 1.1%. Davis explained about the new COVID variant and the protection offered by being vaccinated. Davis said he is a vaccine advocate.

MedX AirOne update:

MedX AirOne representative Bill Hammargren reported effective July 1, the MedX AirOne and Intermountain merger will be complete. MedX will sponsor the Boys and Girls club golf tournament this week and there will be a helicopter drop of golf balls. Board member Trout asked if the base of the operations is in Salt Lake City. Hammargren stated MedX will operate under the Classic Air Medical umbrella.

Administration Department reports:

- a) EMS Report: EMS Chief Peine reported on: the Night in the Country 2021 event; ballistic vests; training for the community paramedicine course (48 hours); and, the child safety seat technician course. Peine advised the safety seat course trains staff to educate parents on installing the car seats. Board member Trout asked about the revenue for Night in the Country. Peine stated the proposal is for \$65,000. CEO Powers advised that the revenue will be in sum of the costs incurred. Board member Tipton asked about how many staff will be left locally to provide services while Night in the Country is being covered. Peine advised there are 23 persons, including nursing and physicians, going to the event. Peine reported on the: car seat event on Saturday, June 26, 2021; EMS fleet status; total runs per month; non-billable vs billable runs by month; non-billable runs by type; non-billable runs; blood draws by requesting agency; outreach events by month; outreach hours by month; outreach cost by month; community paramedicine patient volume; and, patient contracts by program. Board chair Cramer asked how long patients stay on the paramedicine program. Peine explained they stay on until they are better and sometimes it can take a year.
- b) SNF update: Director of Nursing, Harmony-Quail DON Winters advised: the call light system is installed; the corrective action plan to get the stars rating back is in place; and, the need for the SimpleLTC software. Board member Tipton inquired on the software cost. CNO Dunckhorst stated \$500. Board member Trout asked if they have the software. Winters said they are currently using the software trial and they do not have a target date for using it permanently. Winters went over the procedures for visitation.
- c) Orthopedics/Cardiology update: Marketing-Community Relations manager Shea commented on: the cardiology open house campaign; the ads; television; on-hold messaging; the community magazine; direct mail post card; landing page; pay per click campaign; and, Facebook posts. Shea described the marketing campaign for orthopedics which includes: direct mail; a landing page; a brochure; a pay per click campaign; the magazine; and, television. Board member Tipton asked what services Mitchel Palmer is providing. Shea explained they work on specific things and confirmed that Mitchel Palmer is completing the brochures, not her.
- d) CEO Report: CEO Powers introduced Sandi Michaels, Clinical Informatics. Powers commented on: the proposed completion of the cath lab drawings by June 30, 2021; the Cardiology clinic, which is doing well; Mark Reyka, CRNA who is retiring; the hospital image survey; the ophthalmology services, we are looking at a physician who is from Las Vegas and works in Elko, maybe he will come here; the GBS program; and, the PERS payment situation. Executive Assistant Wogan

reported on the public records request process. Revenue Cycle Director Mangrum explained the R1 transition update which includes: training; staffing; secondary claims; workers compensation carriers; collections; accounts over 181 days; filled charge master position; customer service training; voice mail protocol; and, the organization chart. Board member Tipton asked if all coders will be onsite. Mangrum stated they will work remotely. Board chair Cramer asked if Mangrum thinks most services will be billable. Mangrum thinks a conservative estimate is 45%. CEO Powers went over AR aging report and why it has to be fast tracked and explained the accounts receivable activity. Board member Tipton asked if Powers feels by the end of the year the days in AR will be at 60 days. Mangrum stated her goal is to be at 45 days in a year. Powers advised it will be revisited at every board meeting and he and Mangrum are to be held accountable for this.

CONSENT AGENDA: Motion by board member Trout and second by board member Hunt to approve the consent agenda consisting of: (i) board meeting minutes of April 6, 2021, April 27, 2021 and May 4, 2021; and, (ii) Medical Staff applications for appointments, reappointments, provisional and temporary privileges for: Andrew Geisler, MD, Active-Physical Medicine and Rehabilitation; Sierra Ribero, APRN-CNM, Allied Health Professional-Certified Nurse Midwife; Sean Elder, APRN-CNP, Allied Health Professional-Mental Health; and, Zia Khan, MD, Provisional-Cardiology. Motion carried unanimously.

FINANCIAL REPORTS:

CEO Powers presented and explained the May 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. Board member Trout asked about the 9.3 million compared to 10 million that was in the budget and questioned if expenses were being reduced. Powers advised there are adjustments being made, such as converting travelers to employees. Board member Tipton advised it appears contract labor is going up and questioned if that will change. Powers does expect it to change. Tipton asked why clinic visits are down. Powers stated the COVID clinic is down and people are on vacation. Tipton asked about the salary and wages going way up and who completed the wage survey. Tipton said projections need to go up to compensate for the wage increase, noting they are up almost one million dollars a month. Powers said pro-fees have not been billed since 2010 and expects an increase such fees. Powers explained the balance sheet shows a loss for the month. Tipton asked if the Cares Act money has been spent. Controller Plummer reported the expenditure amount and advised the spending deadline has been extended to December 2021.

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

BUSINESS ITEMS-OTHER REPORTS:

1. Hospital Administration / request to approve professional services agreement with Joseph Drew, MD to provide Urology services / CEO-Administration

Board member Trout advised he has been a patient of Dr. Drew.

Motion by board member Hunt and second by board member Casalez to approve the professional services agreement with Joseph Drew, MD to provide urology services. Motion carried unanimously.

2. Hospital Administration-OR request to approve purchase of Lumenis Pulse 100H laser used for urology procedures for the sum of \$131,800 plus the costs for the electrical utility services installation-modification / OR Director Administration

CEO Powers advised that Dr. Drew does a number of procedures that will require this equipment. The electrical power requirements were discussed. Board member Tipton asked where this item was in the budget. Powers does not believe urology was in the budget. Tipton asked where does the money come

from in the budget to make this purchase. Powers advised there will have to be an augmentation. Board chair Cramer advised the board is not going to augment the budget again and it is necessary to stick to the budget. Powers remarked if a physician comes and wants to provide services that we should welcome them with open arms. Board member Hunt commented that he has heard numerous times that the services will pay for themselves and they don't pay. The amount in question here is not as bad as some items and it appears it will pay for itself quickly. OR manager Sturtz said that when completing the budget this new service was not contemplated. If the hospital wants to grow services, there will have to be equipment purchases. Tipton suggested a line item for funding of new services. Powers explained that it is challenging when it is unknown what the services will be. Cramer would like these types of items to come with more information. Board member Casalez advised several desired service items were discussed during the budget process and questioned why they were not in the budget. She questioned the reason for taking the money out of reserves, which are going down rapidly. If something happens with the hospital there needs to be reserves. Trout asked if money could be transferred from other areas of the budget. Powers commented on urology services at the hospital where he previously worked, noting it was very profitable and in demand. Legal Counsel Maher advised it is a violation of the law to spend money not budgeted. Hunt asked if this would be a violation of the law. Maher asked where is the money going to come from. Cramer advised we can table and revisit. Controller Plummer advised that the pharmacy will no longer need the funds budgeted, which are adequate to cover the costs of this item. Maher noted that funds can be moved between budgeted items. Powers explained the situation with the pharmacy.

Motion by Board member Trout second by board member Hunt to approve the purchase of the equipment and installation not to exceed \$175,000. Motion carried unanimously.

3. Hospital Administration proposal to rescind the approval to purchase cath lab equipment from GE for the sum of \$1,153,070.66 and to authorize the purchase of the cath lab equipment from Phillips for the sum of \$1,013,005.05 / OR Director-Administration

Board member Hunt asked why the change. CEO Powers advised there was a mistake on the previous agenda, it should have been Phillips all along. Powers said it was his responsibility.

Motion by board member Casalez and second by board member Trout to approve the change as presented. Motion carried unanimously.

4. Hospital Administration-EMS / request to purchase and up-fit two new Dodge Ram 2500 crew cab 4X4 gas trucks for EMS administration-command services at a cost of \$49,522 each / EMS Chief-Administration

EMS Chief Peine referred to the report earlier in the meeting, noting two EMS vehicles are beyond repair. The vehicles proposed for purchase are budgeted in the 2022 budget and the order will not be submitted until after July 1, 2021. Board member Trout asked about the leasing information in the packet. Peine stated they looked at leasing and determined purchasing would be best.

Motion by board member Casalez and second by board member Hunt to approve the purchase of two EMS vehicles after July 1, 2021, as presented. Motion carried unanimously.

TRUSTEE COMMENTS-STAFF REPORTS:

Board member Trout noted that Washoe County has suspended public comment at the beginning of their meetings.

Board member Hunt thanked the staff for attending the meetings and said it is very helpful in case something comes up like the pharmacy remodel. Regarding earlier public comment, Hunt said misinformation needs to be addressed immediately.

Board member Casalez agrees about having staff attending the meetings. Everyone working on the revenue cycle has done amazing jobs and the way it is presented is very helpful, even though sometimes it is very daunting.

Board member Tipton thanked for staff being present and said he is hopeful staff will go through their budgets and know the sources of funding for the budget requests.

Board chair Cramer reminded of the upcoming residence graduation and thanked staff for coming to the meeting.

PUBLIC COMMENT:

There was no public comment.

Board chair Cramer adjourned the June 22, 2021 meeting of the Humboldt County Hospital District Board of Trustees at 7:52 p.m.

APPROVED:

ATTEST:

Alicia Cramer, Board Chair

Alicia Wogan, Executive Assistant