

**HUMBOLDT GENERAL HOSPITAL
DISTRICT BOARD OF TRUSTEES
DECEMBER 17, 2019 REGULAR MEETING
SARAH WINNEMUCCA CONFERENCE ROOM**

BOARD PRESENT:

JoAnn Casalez, Chairman
Michelle Miller, Secretary
Bill Hammargren, Member
Gene Hunt, Member
Alicia Cramer, Member

Kent Maher, Legal Counsel

BOARD ABSENT:

Ken Tipton, County Comm. Member

MEDICAL STAFF PRESENT:

Robert Johnson, PA
James Langevin, MD
Sara Thorp, MD

STAFF PRESENT:

Karen Cole, Interim CEO
Darlene Bryan, CNO
Sandi Lehman, CFO
Duane Grannis, Maintenance Director
Rick McComb, Interim IT Director
Lisa Andre, Quality Director
Kim Plummer, Controller
Diane Klassen, RAD Director
Jason Mercier, Revenue Cycle Director
Theresa Bell, Materials Management Manager
Dave Simsek, Pharmacy Manager
Alicia Wogan, Executive Assistant
Jeanette Grannis, PAD
Britney McCrany, Communications
Jordan Kohler, EMS
Mark Reyka, CRNA

GUESTS:

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

CALL TO ORDER:

Board Chairman Casalez called the December 17, 2019 board meeting to order at 5:32 p.m.

PUBLIC COMMENT:

Lewis Trout stated the pharmacy addition will soon be open and suggested there be a ribbon cutting.

MEDICAL STAFF – HOSPITAL DEPARTMENT REPORTS:

Medical Staff report:

There was no report.

Administration Department report:

CFO Lehman reported the Cerner revenue is low and staff is reviewing charges to make sure all revenue is being captured. The first insurance payment was received. The Quest reference lab has been live for a couple of weeks. The Carestream interface for radiology is being worked on. The self-pay statements are currently being tested and some claims are being held from November.

Nicole Maher, Public Relations Director, reported on: Mammography month; Healthy You Fridays; Cookies with Santa; and, the Nurse Health Line.

Interim CEO Cole reported: Dr. Andrew Wesley, Pain Management Clinic, started November 13 and will return December 18-19; Dr. Draper and Dr. Lindstrom will be on site January 3 to orient and set up the podiatry clinic and on January 6, 7 and 8 they will provide clinic and surgery services; Perry Guthrie, NP, is currently providing services in the Walk-In Clinic and is working to buy out his contract with the locum company he works for so he can be employed at HGH; Dr. Subha Rajan, an FP/OB provider, will start next April and has obtained her Nevada license; Dr. David Masuck, an FP provider, will start next fall; Dr. Muhad, who is currently an FP resident at Mercy Medical Center in Iowa, is planning a site visit in January; Raafat Khani, DO, and Pamela Sherwill-Navaro, NP, both locum providers, are currently providing services in the clinic; Brittani Smith, MD, FP/OB, visited on December 1 and was well received and is currently negotiating an employment contract; Tom Mouritsen, CRNA, has been hired to fill the third CRNA position; Tiffany Love, PhD, APRN, FACHE has accepted the COO position and will start January 13, 2020; and, Leeann Cushway, RN, BSN, MSN has accepted the CNO position and will start January 27, 2020. Staff is currently looking for an HR Manager, OR Manager, Clinic Nurse Supervisor and an OB Manager.

Cole gave updates on the remodel of the pharmacy, physical therapy and cardiac rehab. The pharmacy move-in is anticipated for January 1. The physical therapy and cardiac rehab construction will start when the pharmacy move is complete.

Cole noted that after discussion it was determined with MedX Airone to change the reporting relationships for the flight crew. Drew Loveless will be the interim flight base manager and he will report to Joel Hochhalter and to Cole.

Cole said the employee health insurance meetings have been taking place.

OB is working through the IT conversion update to implement clinical workflows, volumes trends, Multiview and the financials.

During the week of December 2, federal inspectors were onsite to survey the long-term care services and during the week of December 9, a life safety inspector was on site. The inspection reports have not yet been received. There is a CMS webinar available regarding changes to Medicare conditions of participation for CAHs. Cody Bright, RPH is leading the Antibiotic Stewardship initiative; Chief of Staff Gaulin appointed Dr. Masuck as the inpatient hospitalist medical director to work with Bright. The Infection Prevention person must be board appointed. Administration is working with Linda Lilleboe to develop a compliance plan. Administration is consulting with Midwest Health Care regarding the rural health clinic. There will be a 340B compliance audit. The corporate bylaws mini-retreat is scheduled for February 28-29.

CONSENT AGENDA:

Motion by board member Hammargren and second by board member Hunt to approve the consent agenda consisting of board meeting minutes for November 19, 2019 and the Medical Staff applications for appointments, reappointments, provisional and temporary privileges for: Michael Hunt, CRNA, Provisional – Anesthesia; Dennis DeJesus, MD, Consulting Staff-Teleradiology; Christopher Hunt, MD, Consulting Staff-Teleradiology; Inman Bar, MD, Active Staff – Pediatrics; Jason Lasry, MD, Active Staff – Emergency Medicine; Prasada Nalluri, MD, Active Staff – Emergency Medicine; Matthew Pappy, MD,

Active Staff – Hospitalist; and, Benjamin Brooks, MD, Consulting Staff – Teleradiology. Motion carried unanimously.

FINANCIAL REPORTS:

CFO Lehman presented the October 2019 financial reports and apologized for the delay in providing the financials, which was due to the transition to the Cerner program. There was also a delay in the invoices due to the new Mutiview system.

Motion by board member Miller and second by board member Hunt to approve the October 2019 financials and warrants and disbursements as presented. Motion carried unanimously.

BUSINESS ITEMS-OTHER REPORTS:

1. Hospital Administration-Radiology / proposal to purchase a fluoroscopy and digital radiography system for radiology / Radiology Director-Administration

Diane Klassen, Radiology Director, presented the information and recommendation for purchase of the fluoroscopy unit. The purchase is budgeted at \$550,000 and will require new flooring in the amount of \$7,601.92 and an upgrade of the electrical services, the cost of which is unknown, but which should be within total budget amount. The total cost for the unit and flooring is \$497,537.92.

Motion by board member Hammargren second by board member Miller to approve fluoroscopy and digital radiography system purchase and the flooring installation for radiology in the amount of \$497,537.92. Motion carried unanimously.

2. Hospital Administration / Hospital District fiscal year 2018-2019 financial audit report / Dingus Zarecor & Associates-CFO Administration

Sean Johnson, DZA, presented the 2018-2019 financial audit report and findings and answered questions from the staff and board.

Motion by board member Miller and second by board member Hammargren to approve 2018-2019 financial audit presented by DZA. Motion carried unanimously.

3. Hospital Administration / proposal to enter into an employment agreement with Mark Reyka, CRNA to provide services as director of CRNA services / Administration

Interim CEO Cole presented the proposed agreement for Mark Reyka to provide CRNA director services.

Motion by board member Hammargren and second by board member Miller to enter into an agreement with Mark Reyka to provide director of CRNA services. Motion carried unanimously.

4. Hospital Administration / proposal to enter into an employment agreement with Mark Reyka, CRNA to provide CRNA staff services / Administration

Interim CEO Cole stated Mark Reyka has been here for a number of years as an employee, not as a contracted employee, and this proposed agreement will memorialize the salary and benefits Reyka has been receiving.

Motion by board member Hammargren and second by board member Miller to approve the employment agreement with Mark Reyka for CRNA staff services. Motion carried unanimously.

5. Hospital Administration / proposal for professional services agreement with Rommel Adajar, MD to provide medical director health care services / Administration

Interim CEO Cole stated this matter was discussed at a prior meeting. Dr. Westling has been providing the services for almost a year; however, it was not Westling's intent to provide the services on a permanent basis. Dr. Adajar has had experience in long-term care and is willing to assume the responsibility.

Motion by board member Hammargren and second by board member Miller to enter into a professional services agreement with Rommel Adajar, MD to provide medical director health care services for long term care. Motion carried unanimously.

6. Hospital Administration-Maintenance / proposal to replace and possibly relocate the kitchen hood and dishwasher exhaust fan / Maintenance Director-Administration

Duane Grannis, Maintenance Director, stated the existing equipment was installed in 1973. The location of the equipment (in the roof area) makes it very difficult to access for service and maintenance. Since the construction crew is already here, the District will not have to pay extra to bring them back. Grannis does not have hard numbers and is still working with Michael Sheppard, the Owners Representative, to obtain the same. Sheppard suggested the cost will be in the \$30,000 to \$50,000 range. There is money in the budget to cover the expense.

Motion by board member Miller and second by board member Hammargren to relocate the kitchen hood and dishwasher exhaust fan at a cost not to exceed \$50,000. Motion carried unanimously.

7. Hospital Administration / proposal to approve medical staff bylaws / Administration

Interim CEO Cole stated medical staff approved their bylaws at the last medical staff meeting. Cole commented on the minor changes which were made since the board last reviewed the proposed bylaws. Cole noted there are already potential amendments to the bylaws but that is to be expected. Cole recommended medical staff to make changes as changes are needed.

Motion by board member Miller and second by board member Hammargren to approve the Medical Staff Bylaws as presented. Motion carried unanimously.

8. Hospital Administration / proposal to authorize administration to execute amendments to provider agreements to make the terms for providing employee health insurance benefits consistent for all employees / Administration

Interim CEO Cole recommended that the health care benefits for the contracted providers be made consistent with the health care benefits provided other employees. This will require amendments to several of the provider agreements. Cole will work with Legal Counsel Maher and bring the proposed amendments to the board, if the board approves.

Motion by board member Miller and second by board member Hammargren to approve the proposal to authorize administration to work on agreements so that health care benefits for providers are consistent with the health care benefits for other employees. Motion carried unanimously.

9. Hospital Administration / proposal to authorize the board chairman to engage the services of executive search firm to provide candidates for consideration as the district chief executive officer / Board

Board Chairman Casalez said she will work with BE Smith to provide candidates for a district chief executive officer.

Motion by board member Hammargren and second by board member Miller to authorize the Board Chairman to engage the services of an executive search firm to provide candidates for consideration as the district chief executive officer. Motion carried unanimously.

TRUSTEE COMMENTS-STAFF REPORTS:

Board member Hunt commented that having a fluoroscopy machine is a benefit for the pain management physician.

Board member Miller asked to identify dates for the budget hearing. March 14, 2020 from 9 a.m. to 12 p.m. was tentatively scheduled. The regular board meeting will be on March 24, 2020. CFO Lehman will create schedules for the 2021 budget for distribution at the next Board meeting.

PUBLIC COMMENT:

There were no comments.

Board chairman Casalez adjourned the December 17, 2019 meeting of the Humboldt County Hospital District Board of Trustees at 6:54 p.m.

APPROVED:

ATTEST:

Joanne Casalez, Board Chairman

Alicia Wogan, Executive Assistant