

**HUMBOLDT GENERAL HOSPITAL
DISTRICT BOARD OF TRUSTEES
APRIL 26, 2022 REGULAR MEETING
MEETING VIA TELECONFERENCE—VIDEOCONFERENCE—IN-PERSON**

BOARD PRESENT:

Michelle Miller, Chair
Alicia Cramer, Vice-chair
Gene Hunt, Member
Ken Tipton, County Comm. Member
Lewis Trout, Member

Kent Maher, Legal Counsel

ABSENT:

JoAnn Casalez, Member

MEDICAL STAFF PRESENT:

Veronica Janhunen, MD, Chief of Staff
Jeff Meter, MD

STAFF PRESENT:

Robyn Dunckhorst, CEO
Kim Plummer, CFO
Bertha Higbee, CNO
Alicia Wogan, Executive Assistant
Brian Washburn, DOO
Angela Giese, Chief Human Resources Officer
Diane Klassen, Radiology Director
Cody Bright, Pharmacy
Becky Tissue, ER Manager
Andrew Loveless, EMS Chief
Theresa Bell, Project Manager
Kelly Pullin, Business Office Manager
Jackie Wilson, CIO
Minh Tran, Pharmacist
Laura Shea, Community Relations

GUESTS:

Millie Custer (via phone); Lori Meter; Jason Cramer; Kasy Hamilton; Serenity Orr (MedX); Bill Hammargren (Med X); and, Opal Hamilton.

CALL TO ORDER:

Board chair Miller called the April 26, 2022, board meeting to order at 5:30 p.m.

PUBLIC COMMENT:

There were no public comments.

TRUSTEE COMMENT:

Board member Hunt commented on his recent medical experience with a heart attack, going to ER, and now dealing with cardiac rehab. Notwithstanding the worries experienced by him and his wife about what was going to happen to him, the staff of HGH were very comforting and reassuring, and he felt at ease. He was transferred to Reno, where a physician (erroneously) advised there are no cardiac rehab services in Winnemucca. Hunt suggested that since HGH has a marketing department, other facilities, especially in Reno, should be made aware of the available services. Hunt thanked everyone who participated with his care.

Board member Trout apologized for the minutes not being ready to present to the board. Trout echoed Hunt's comments, explaining he had two incidents in ER the past month. FEMS paramedics responded quickly and effectively controlled the problems until he was treated in the ER. Trout commented on the quality report summary at page 2, vital signs 9% figure which later in the report listed as 99%. ER staff is functioning exactly as indicated in quality report. Trout complimented both ER and EMS. Trout also remarked about the last board meeting discussion of consolidating the giving committee and employee committee functions to have and review just one application for each charitable donation request rather

than the current system of separate applications to administration, the giving committee and the employee committee.

MEDICAL STAFF – HOSPITAL DEPARTMENT REPORTS:

Medical Staff report:

Chief of Staff Janhunen stated: a credentialing committee started this month and will assist with review of medical staff appointments and reappointments. Janhunen thanked Dr. Feticc for helping to find surgical coverage during the recent staffing gap.

Board member Trout noted the new Covid variant message at the bottom of the HGH television monitors, and asked if medical staff sees an impact on the community. Dr. Janhunen said staff is not seeing anything at this time.

Administration Department reports:

a. CEO report: Community Relations Director Laura Shea went over the 2022 strategic plan process and the outcome.

b) Financial report: CFO Plummer went over: March revenue; the balance sheet; income statement; monthly cash inflow; monthly cash outflow; Cerner gross AR; Cerner DNFB; KPIs; claim volume and the 50% discount program. Board member Trout asked if the extraordinary items were removed, what would the percentages be for March. Plummer said contractals would be approximately 44% and bad debt 18%, a total of 62%. Trout commented that there is actually more than one type of correction which has been made. Plummer agreed. Trout noted actual adjustments for the year total 52%. He remarked that the new financial team is striving to bring down the contractals and bad debt percentages, and analyzing component parts instead of a lump sum approach, which is more detailed and potentially more accurate. Plummer agreed, adding that the break down, detailed analysis was recommended by the auditors. Board member Hunt asked about the 920 codes that could not be billed and asked if they are being re-billed. Trout asked about the increases in monthly cash inflow and if a trend is starting. Plummer said the outsourced coding firm and outside billing help with extra staff is helping with corrections and sending bills. Business Office Manager Pullin answered questions on secondary insurance.

CONSENT AGENDA:

Motion by board member Trout and second by board member Hunt to approve the consent agenda including the medical staff applications for appointments, reappointments, provisional and temporary privileges for: Jonathan Bold, MD, Consulting-Teleradiology; Tina Carbone, APRN-CNP, Allied Health-Advanced Practice Registered Nurse; Landon Mouritsen, CRNA, Allied Health-Anesthesia; and, George Rodway, PhD, APRN-CNP, Allied Health-Sleep Medicine; warrants disbursed—monthly expenditures, the quality report summary, and excluding the minutes for March 22, 2022. Motion carried unanimously.

BUSINESS ITEMS-OTHER REPORTS:

1. Hospital District / request for approval of employment agreement with Robyn Dunckhorst for Chief Executive Officer position / Board of Trustees

Board member Trout asked about page 2, section 2b, employee “vicarious liability,” and why it is not just “liability.” Legal Counsel Maher explained and advised it is correct as written. Trout questioned if the word “criminal” should be inserted at page 3, section (f)(v)(3). Board chair Miller does not see the need for the insertion and explained. CEO Dunckhorst said she is comfortable with the employment agreement as written.

Motion by board member Cramer and second by board member Hunt to approve the employment agreement with Robyn Dunckhorst for Chief Executive Officer position as presented. Motion carried unanimously.

2. Hospital Administration / request for approval of agreement with Humboldt County to provide certain professional medical services for inmates of the Humboldt County detention facility / CEO-Administration

Legal Counsel Maher advised that the proposed agreement is similar to the agreement which has been in place for a number of years, but there were questions by the insurer regarding the indemnification language. Maher recommended approving the agreement with authorization to work with Pool-Pact on the indemnification wording. Board member Trout asked about the notification provisions at page 3, section 1.3, and page 8, section 12.11, which have two county persons, the Sheriff and County Manager, receiving notices. Maher said the Sheriff will know immediately if the County Manager is notified and further explained. Board member Hunt said the district does not have to specify how County personnel do their jobs.

Motion by board member Trout and second by board member Miller to approve the agreement with Humboldt County to provide certain professional medical services for inmates of the Humboldt County detention facility as presented and to authorize Legal Counsel Maher to work with Pool-Pact on the indemnification section. Motion carried unanimously.

3. Hospital Administration-EMS / request for approval to purchase a new ambulance vehicle / EMS Director-Administration

EMS Director Loveless went over the purpose and need; mileage; cost; vendors/quotes; and the scheduled delivery date of September 2023. Board member Trout asked board member Tipton about an earlier comment that vehicles with similar engines get close to one million miles. Tipton stated yes, they do, but not on an ambulance, which has many miles on unpaved roads. Tipton asked if the old vehicle has any value. Loveless said he checked and similar used vehicles range in value from \$70,000 to \$100,000. CEO Dunckhorst asked about any hidden costs. Loveless stated everything is included.

Motion by board member Hunt and second by board member Miller to approve the purchase of a new ambulance vehicle for EMS as presented. Motion carried unanimously.

4. Hospital Administration-Radiology / request for approval to purchase a Canon Aplio i700 prism ultrasound system for the sum of \$206,893 and a four-year maintenance service agreement for \$38,376 / Radiology Manager -Administration

DOO Washburn explained the current unit is near the end its useful life a gave a brief description of the power requirements, capabilities and other benefits of a new machine. The acquisition cost of \$206,893 was paid by a grant and the district will be responsible for an annual preventive maintenance contract of \$9,594 starting in the second year. Board member Hunt asked about the probes and warranty. The old machine will be kept and used in another department.

Motion by board member Hunt and second by board member Trout to approve the purchase of Canon Aplio i700 prism ultrasound system in the sum of \$206,893 and to authorize the service contract as presented. Motion carried unanimously.

TRUSTEE COMMENTS-STAFF REPORTS:

There were no trustee comments.

//////////

PUBLIC COMMENT:

There was no public comment.

Board chair Miller adjourned the April 26, 2022, meeting of the Humboldt County Hospital District Board of Trustees at 6:43 p.m.

APPROVED:

ATTEST:

Michelle Miller, Board Chair

Alicia Wogan, Executive Assistant