

**HUMBOLDT GENERAL HOSPITAL  
DISTRICT BOARD OF TRUSTEES  
JANUARY 25, 2022 REGULAR MEETING  
MEETING VIA TELECONFERENCE—VIDEOCONFERENCE—IN-PERSON**

**BOARD PRESENT:**

Alicia Cramer, Chair  
JoAnn Casalez, Member (via phone)  
Gene Hunt, Member  
Ken Tipton, County Comm. Member (via phone)  
Lewis Trout, Member  
Michelle Miller, Secretary (via phone)

Kent Maher, Legal Counsel

**ABSENT:**

None

**MEDICAL STAFF PRESENT:**

Veronica Janhunen, MD, Chief of Staff

**GUESTS:**

Milli Custer (via phone).

**CALL TO ORDER:**

Board chair Cramer called the January 25, 2022, board meeting to order at 5:30 p.m.

**PUBLIC COMMENT:**

Lewis Trout, representing Vernon Robins Post No. 5 of the American Legion, stated he and other members of the post would like to join with the Veterans of Foreign Wars to commend Gricelda Soto for winning the State of Nevada VFW contest and being selected to go on to Nationals to represent the State of Nevada, and to join with the hospital staff in commending her for her work, for her diligence and efforts.

**TRUSTEE COMMENT:**

Board member Trout thanked Alicia Wogan for sitting through hours of tapes in order to prepare three sets of minutes from January 2021.

**MEDICAL STAFF – HOSPITAL DEPARTMENT REPORTS:**

**Medical Staff report:**

Chief of Staff Janhunen stated: Covid cases have increased, the screening clinic has 131 to 158 patients daily the past two weeks; the County community positivity rate is 29%; there are currently two Covid inpatients; there are some positive residents in the nursing home and they have been isolated with dedicated staff; and, 60 employees are out currently and staff is struggling with transfer of patients. Board member Trout asked how far away patients are being sent; CEO Dunckhorst advised Idaho, Utah, Southern Nevada, and California are the primary areas.

**MedX AirOne update:**

No report available.

**Administration Department reports:**

- a) EMS report: EMS deputy chief Grannis thanked Board member Trout for recognizing Gricelda Soto and thanked the Employees Committee for helping with Cookies with Santa. He reported on the regeneron clinic; service calls being up; group photo; extrication training; car seat installation; shop with a cop; EMS fleet status; total annual calls; total runs by month; non-billable vs billable runs by month; outreach events; and community paramedicine patient volume. Trout asked about the hours of the regeneron clinic. CEO Dunckhorst advised the regeneron clinic has been closed as noted in her biweekly report. Since regeneron is no longer available, the clinic closed one day early due to using the remaining doses for SNF residents. It worked great; patients are doing well. Board member Hunt asked about previously offering it out of the ER. Dunckhorst explained the State took a portion of the doses and distributed them to metropolitan areas. There is another medication that is offered, a pill that can only be distributed through the ER. The hospital has a small number of doses; there are risks and the patient has to be monitored by the provider. There is also another pill, available through Walmart, that physicians have been given the information to be able to prescribe it. Trout asked about the hydraulic tools and whether EMS planned to come to the board for funds to acquire the tools. Grannis advised EMS is looking at grant funding at this time. Trout asked about the minor issues with the fleet status, specifically what were the minor issues. Grannis responded it is normal routine maintenance, including a four-wheel drive unit that went out, but it's nothing that has affected the use of the vehicles and is nothing EMS can't overcome. Dunckhorst explained the freightliner has nearly 500,000 miles on it, will need to be replaced soon, that there are not a lot of Ambulance type vehicles available, and that replacements can take up to 18 months to obtain. Board member Tipton commented that some freightliners can get 1,000,000 miles on them and asked if it is possible to see if the engine needs repair or replacement, since the vehicle is already equipped with everything. Grannis advised he would have to speak with the maintenance person.
- b) Employee Engagement Survey: CHRO Giese went over the recent employee engagement survey citing: engagement; key findings; key drivers; recommendations; highest performing items vs. national averages; prioritized insights for engagement; focus areas for improvement; and next steps. Board member Trout noticed that nearly 4 out of 10 staff did not respond. Giese responded that this was the first employee survey performed, that staff was nervous not knowing if it was anonymous, that there was change in leadership, and that she had set her sights high, hoping for an 80% response rate, but receiving just 62%. A total of 257 responses were received. Trout asked about the percentage responses for clinical vs non-clinical. Giese did not have that information but could get it. Board member Hunt stated some employees will stay neutral as they feel they know that management and supervisors can find out who completes surveys. OB Manager Meiron asked if it was issued in Spanish. Giese does not believe it was as they were unable to, but she did ask. Dunckhorst advised this was a very high-level overview of the survey.
- c) Budget update: CFO Plummer stated this is a high-level snapshot of where we are with year-to-date operating expenses and non-operating expenses compared to year-to-date budget. Plummer went over the augmentation process, continued with operating and non-operating expenses and noted capital budget items purchased through December. Dunckhorst reminded the board that the details were received in their packet. Board chair Cramer stated she would like an update monthly; board member Miller would like it brought to the board if there are changes as monthly may be a lot.
- d) CEO report: Interim CEO Dunckhorst reported on: provider communication tool rollout; new providers onboarded and going strong; repainting of ambulances; pharmacy plans update; and screening/testing clinic volume control measures. Dunckhorst had Marketing Director Laura Shea show a video that was put together for advertising. Board member Trout asked if the pharmacy

work was approved, who will be evaluating the bids and who will they be ranking them. Dunckhorst stated Archnexus, Maintenance Manager Grannis, Pharmacy Manager Bright and she will be working together to rank bids received. Grannis will present recommendations with Archnexus.

**CONSENT AGENDA:** Motion by board Miller and second by board member Hunt to approve the board meeting minutes of January 22, 2021, January 23, 2021, January 26, 2021 and January 2, 2022 and applications consisting of medical staff applications for appointments, reappointments, provisional and temporary privileges for: Ralph Narinedhat, MD, Provisional-OBGYN; Andrew Michelson, MD, Active-Emergency Medicine; Claudia Deliz-Guzman, MD, Active-Emergency Medicine; Rebecca Stevens, PA-C, Allied Health Professionals-Physician Assistant; Veronica Janhunen, MD, Active-Pediatrics; Ajeet Mahendernath, MD, Active-Emergency Medicine; Maryellyn Gilfeather, MD, Consulting-Teleradiology; and, Peter Verhey, MD, Consulting-Teleradiology. Motion carried with Board members Cramer, Miller, Tipton, Casalez and Hunt voting aye and Board member Trout voting aye to the January 26, 2021 and January 2, 2022 minutes and the medical staff applications and abstaining from the January 22, 2021 and January 23, 2021 minutes as he was not in attendance.

**FINANCIAL REPORTS:**

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

Board member Trout asked about a six-million-dollar differential between EBITA and cash. CFO Plummer explained that there were two issues in December: (1) reengagement with R1; and, (2) an interface issue with Cerner. Cash receipts money deposited at the bank were not being posted in the books for August through December. There is currently another interface issue of 1.7 million. Plummer went over cash inflow and cash outflow. IT Director Bell went over some of the IT process.

**BUSINESS ITEMS-OTHER REPORTS:**

**1. Hospital District / election of board officers / Board of Trustees**

Board chair Cramer asked for nominations for board chair. Board member Hunt nominated Michelle Miller. There were no other nominations. All trustees voted to appoint Miller as the board chair.

Board member Trout asked if the new chair should run the remainder of the meeting. Board member Cramer stated she would run the remainder of the meeting as board chair Miller was attending by phone and didn't have much of a voice. Miller agreed.

Board member Cramer asked for nominations for vice-chair. Board member Hunt nominated Alicia Cramer. There were no other nominations. Trustees Cramer, Casalez, Hunt, Tipton and Miller voted to appoint Cramer as board vice-chair and Trustee did not vote.

**2. Hospital District / proposals for revisions to the board bylaws / Board of Trustees**

Board member Hunt stated this has been previously reviewed and went over a couple of additional changes:

Article III, section 4: vice-chair was changed to administrative assistant as the administrative assistant would be taking the minutes.

Article IV, section 1 add: The vice-chair shall become chair the subsequent year following their term as vice-chair. The chair position shall be for a one-year term. No board member may serve as vice-chair until the board member has served a one-year term on the board.

A board member may not serve as vice-chair twice during an elected term of office before all other board members have had the opportunity to serve a term as vice-chair and chair.

Article IV, section 1, c: amend vice chairperson to administrative assistant.

Article VII, section 1 add: additionally, an annual Finance Committee and Quality Control Committee shall be formed to discuss issues and/or conditions and to make recommendations for change or adjustment as each committee deems necessary through its analysis.

Article I, section 2: Legal Counsel Maher advised to drop the word “additionally.”

Article VII, section 1: Legal Counsel Maher advised to drop the word “additionally.”

Board member Trout asked about the item that was assigned to two of the Board members to submit a revised section. Board member Hunt stated it was and board chair Miller advised it was submitted.

Motion by board member Trout and second by board member Tipton to approve the proposed board bylaws with the additions suggested by Legal Counsel Maher. Motion carried unanimously.

### **3. Hospital Administration-EMS / request for authorization to purchase two command vehicles at a cost not to exceed \$120,000 / EMS Chief-Administration**

Board member Cramer explained this purchase was previously approved, but the wording was very specific that two new units be acquired; this item is simply a wording change. Deputy Chief Grannis stated \$120,000 was budgeted, and that this action would amend the earlier verbiage. The original request was for two Dodge 2500 tradesman packaged vehicles outfitted. Government cost would be around \$49,000 each plus outfitting. Over 400 orders with government pricing have been cancelled nationally and vehicle costs will significantly increase, with availability in question. Grannis asked to have the verbiage changed to two command vehicles not to exceed \$120,000. Board member Trout asked why we would not get new vehicles. Grannis stated they will obtain what is available. In response to a second question from Trout, CEO Dunckhorst and CFO Plummer recommended the purchase and revised authorization.

Motion by board member Hunt and second by board member Trout to approve the proposed change to purchase two command vehicles for EMS not to exceed \$120,000. Motion carried unanimously.

### **TRUSTEE COMMENTS-STAFF REPORTS:**

Board member Tipton thanked all staff for their hard work and dedication with Omicron. From the bottom of his heart, he appreciates that.

Board member Hunt echoed Tipton’s comments, noting he cannot thank everyone enough. What staff does every day is very important and tough when fully staffed in an environment like this. When short staffed, there is the extra load. He appreciates staff efforts. He has some thoughts on scheduling for the walk-in-clinic and will speak with CEO Dunckhorst.

Board member Trout stated for six years this hospital has attempted to obtain the \$12,200 at the State Treasurer’s office. Despite the best efforts of four CEO’s and staff, the State Treasurer has declined to release the funds. Trout would like an item on the next agenda for authorization to proceed with a small claims lawsuit on behalf of the district to allow an action before the appropriate small claims court to have the funding released to the district. He would also like placed on the agenda for discussion and possible

action the optional provision in NRS.450 regarding allowing the Chief of Medical Staff to serve on the board as a voting member.

Board chair Miller thanked board members Hunt and Trout for working on the bylaws; she really appreciates it.

Board vice-chair Cramer agreed with what everyone has said, she appreciates it, and knows the clinic is long sitting out there and wears on everyone. She thanked everyone for coming, and thanked Marketing Director Shea for the video, noting that it's exciting to see some new media out there.

Interim CEO Dunckhorst, on behalf of staff and management, expressed gratitude and thanked Cramer for serving as chairperson.

**PUBLIC COMMENT:**

There was no public comment.

Board vice-chair Cramer adjourned the January 25, 2022, meeting of the Humboldt County Hospital District Board of Trustees at 6:45 p.m.

**APPROVED:**

**ATTEST:**

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Michelle Miller, Board Chair

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Alicia Wogan, Executive Assistant