

**HUMBOLDT GENERAL HOSPITAL
DISTRICT BOARD OF TRUSTEES
MARCH 31, 2020 REGULAR MEETING
MEETING VIA TELECONFERENCE-VIDEOCONFERENCE**

BOARD PRESENT:

JoAnn Casalez, Chairman
Michelle Miller, Secretary
Bill Hammargren, Member
Gene Hunt, Member
Alicia Cramer, Member
Ken Tipton, County Comm. Member

Kent Maher, Legal Counsel

BOARD ABSENT:

None

MEDICAL STAFF PRESENT:

Robert Johnson, PA
Lud Kroner, MD
Paul Gaulin, MD
Richard Davis, MD

GUESTS:

Ashley Maden (Humboldt Sun), Nicole Maher (Public Relations Director), Lewis Trout and Millie Custer.

CALL TO ORDER:

Board Chairman Casalez called the March 31, 2020 board meeting to order at 5:31 p.m.

PUBLIC COMMENT:

There was no public comment.

MEDICAL STAFF – HOSPITAL DEPARTMENT REPORTS:

Medical Staff report:

Chief of Staff Gaulin commented there have been daily meetings with action committees and medical staff personnel chaired by Interim CEO Cole regarding COVID-19 and acknowledged the efforts of all the providers and support staff in dealing with the pandemic.

Administration Department reports:

Jordan Kohler, Interim EMS Director, updated on EMS transport activity, staffing, services, quality assurance/performance improvement studies, Burning Man preparation and grants. Interim CEO Cole advised that staff is interviewing candidates for the EMS Director position and other positions have not

been filled pending the director position appointment. Cole will develop a plan for providing a good group of candidates and timeline for filling the positions.

Board member Hammargren updated on the MedX AirOne air ambulance service and noted they sent protocols on COVID-19 patient transportation and assured they are ready and able to transport such patients on their fixed wing apparatus.

Interim CEO Cole thanked CNO Cushway and Executive Assistant Wogan for their assistance in dealing with the COVID-19 pandemic and provided a brief sequence of the COVID-19 events: November 2019 China virus breakout; January 2020 began inventory of PPE and other equipment and supplies; and, March 2020 applied for federal funding, participated in the incident table top exercise, developed huddle notes-posts, expanded daily safety huddles to community members, opened the screening clinic, developed sourcing and reporting for pharmaceutical supplies, stopped elective surgeries, implemented and presented to medical staff multiple policies for LTC/Inpatient services, implemented Acute and LTC visitor restrictions, purchased four additional ventilators, limited building access and imposed screening, investigated childcare for healthcare workers, made a swab pod request, created an emergency credentialing policy, suspended the remodel project, finalized the site for inpatient COVID-19 handling, established availability of cots from the Red Cross, transferred responsibility for the COVID-19 incident reporting to the County Medical Officer, reduced clinic visits, explored telehealth visits, had the first positive COVID-19 test and first inpatient admission with COVID-19, communicated with governmental bodies and professional associations, and identified additional sites that may be needed beyond hospital capacity. Cole thanked all persons who have participated with the process.

CONSENT AGENDA:

Motion by board member Hammargren and second by board member Miller to approve the consent agenda board meeting minutes for February 25, 2020, February 28-29, 2020, and March 13, 2020 and the Medical Staff applications for appointments, reappointments, provisional and temporary privileges for: Thomas Mouritsen, CRNA, Allied Health Professional, Anesthesia; Sandra Althaus, MD, Provisional Staff, Radiology; Charles Graham, DO, Provisional Staff, Hospitalist; Kenosa Okafor, MD, Provisional Staff, Emergency Medicine; Robert Spence, MD, Provisional Staff, Emergency Medicine; Rommel Adajar, MD, Active Staff, Internal Medicine; Andrew Wesely, MD, Active Staff, Pain Management; Stephanie Runyan, DO, Consulting Staff, Teleradiology; Robert Pearson, MD, Consulting Staff, Sleep Medicine; Katharina Mahadeva, MD, Active Staff, Hospitalist; and, George Mardini, MD, Active Staff, Pathology. Motion carried unanimously.

FINANCIAL REPORTS:

Interim CFO Powers presented and explained the financials, noting that due to COVID-19 there are significant impacts, such as Radiology being down by 30%. Powers commented on the revenue cycle stabilization strategy, patient days, admissions, average daily census, AR aging, days cash on hand and the budget calendar.

Powers went over the fiscal year 2021 tentative budget. Board member Tipton questioned if Net Proceeds revenue will be shown once the numbers are known. Powers explained the revenue is usually only shown when it is received. Powers commented on the stimulus earmarked for hospitals due to COVID-19 and said under normal conditions it would be a good deal; however, Medicare payments due to the conversion are suppressed by as much as 60%. Powers noted some grant assistance may be available. Controller Plummer commented on the 2% sequestration and said the hospital should see an increase with Medicare remits.

Motion by board member Tipton and second by board member Hammargren to approve the January financials, warrants, and disbursements as presented. Motion carried unanimously.

BUSINESS ITEMS-OTHER REPORTS:

1. Hospital Administration-EMS-Nursing / proposal to purchase twelve (12) new Zoll cardiac monitors-defibrillators and accessories for \$341,209.34 / EMS-Administration

Jordan Kohler, Interim EMS Director, explained the use of the monitors by EMS and nursing staff, including the flight service. The current monitors are at the end of their useful life. The purchase is included in the budget.

Motion by board member Miller and second by board member Hammargren to approve the purchase of twelve (12) new Zoll cardiac monitors-defibrillators and accessories in the amount of \$341,209.34 as presented. Motion carried unanimously.

2. Hospital Administration / proposal to purchase MD-Staff credentialing and insurance enrollment web-based software for a five (5) year term at \$16,800 per year / Administration

Interim CEO Cole explained the detailed and involved credentialing processes for medical staff, allied health professionals and payers for insurance companies, noting the process has historically been done manually but it is now becoming too complex and there is software available which will assist with the entire process. Cole recommends obtaining the software.

Motion by board member Miller and second by board member Tipton to approve the purchase of MD-Staff credentialing and insurance enrollment web-based software for a five (5) year term at \$16,800 per year as presented. Motion carried unanimously.

3. Hospital Administration-Cardiac Rehab / proposal to purchase two (2) SciFit Inclusive Fitness arm ergometers with seats for cardio rehab workouts for \$9,300 plus shipping and service-maintenance agreement charges / Cardiac Rehab-Administration

Interim CEO Cole suggested the item be tabled since there are other more critical expenses right now and there are no cardiac rehab patients at this time. The item will be considered at a later date.

TRUSTEE COMMENTS-STAFF REPORTS:

Board member Miller said there have been meetings with BE Smith on the CEO search. To date there are 190 applicants, 32 interviews have been conducted, 18 second interviews and nine candidates are being prepared to present. The next round will be video interviews which should take about two days. After that, candidates will be presented for in-person interviews. It is estimated it will in July or August 2020 before there is a CEO in place. Board member Tipton questioned what happened with the proposal to bring three or four candidates to the board for interviews. Miller explained that three or four will be invited for site visits. Board member Hammargren said he is agreeable with a couple of board members interviewing candidates and bringing three or four to the board. Legal Counsel Maher advised that the Open Meeting Law will apply to that process because there will be a recommendation to the board. Board chair Casalez will appoint a committee to consider candidates on Friday May 8, 2020 at noon and Saturday May 9 at 8 a.m.

Board member Miller commented about a new format for the financial reports. Interim CFO Powers indicated he is able to assist.

Board members Hunt, Hammargren, Cramer and Casalez all expressed their appreciation for the work and effort of the HGH staff for being on the front line and taking care of the community.

PUBLIC COMMENT:

There was no public comment.

Board Chairman Casalez adjourned the March 31, 2020 meeting of the Humboldt County Hospital District Board of Trustees at 7:00 p.m.

APPROVED:

ATTEST:

JoAnn Casalez, Board Chairman

Alicia Wogan, Executive Assistant