

**HUMBOLDT GENERAL HOSPITAL  
DISTRICT BOARD OF TRUSTEES  
DECEMBER 28, 2021, REGULAR MEETING  
MEETING VIA TELECONFERENCE—VIDEOCONFERENCE—IN-PERSON**

**BOARD PRESENT:**

Alicia Cramer, Chair  
Gene Hunt, Member (via phone)  
Ken Tipton, County Comm. Member  
Lewis Trout, Member  
Michelle Miller, Secretary (via phone left 7:13)

Kent Maher, Legal Counsel

**ABSENT:**

JoAnn Casalez, Member  
Veronica Janhunen, MD, Chief of Staff

**MEDICAL STAFF PRESENT:**

Dr. Rommel Adajar, MD

**GUESTS:**

Bill Hammargren (MedX)

**CALL TO ORDER:**

Board chair Cramer called December 28, 2021, board meeting to order at 5:33 p.m.

**PUBLIC COMMENT:**

None

**TRUSTEE COMMENTS:**

Board member Trout noted Interim CEO Dunckhorst is promoting cross training and development. Trout thanked the auditor for presenting two letters that were included in the actual report detailing specific recommendations to improve cashflow and accountability. Management and CEO have an ongoing program to track unclaimed accounts. Trout disclosed that his wife has a patient relationship with Dr. Roberson (whose contract is an agenda item of this meeting). Trout suggested that before schedules are set, the whole board should be involved in order to find a date that works for everyone.

Board member Miller said some board members will not be able to make the January 13 meeting date with Ron Price. Board chair Cramer said that Price has been contacted for additional dates and the previously scheduled meeting will not be held in January.

**MEDICAL STAFF – HOSPITAL DEPARTMENT REPORTS:**

**Medical Staff report:**

Dr. Adajar (substituting for Chief of Staff Janhunen) said hospital numbers are 5.19% and acceptable numbers for CMS are 5% or less. The vaccination rate for staff is 82.34%. There were six covid admissions at the hospital and as of this morning there are none. All vaccines are available at hospital and clinics.

Regeneron is available Monday through Friday for age 12 and above for mild to moderate covid infection patients.

**MedX AirOne update:**

Bill Hammargren reported that they had joined EMS to help as much as possible, until they got called for Santa which was a great event had a lot of folks. About seven months ago they forgot to put up star link, upgrade internet service, and Hammargren thanked Alicia Wogan for quickly addressing and having IT come to help.

**Administration Department reports:**

- a) EMS report: EMS Director Andrew Loveless said November activities included the following: the ambulance crew took part in the Veterans parade; FTEP training; promotion of car seat appointments; and, participating in LHS career fair. The Nevada Donor Network reached out to EMS and the Riddle family brought a plaque to EMS with son Cory. Loveless said they do not cover the McDermitt High School career fair but McDermitt can contact EMS to discuss scheduling. There are no changes in the issues with support vehicles, they have been waiting more than 6 months on a transmission. All other vehicles are operational and running. The monthly run volume had a significant decrease in November. EMS attended several outreach events in November: rodeo events; motocross races; annual turkey trot; and, 5k marathon. There has been a decline in the community paramedicine program due to the massive spike in covid related illnesses.
- b) Patient Portal: CIO Jackie Wilson reported on the patient portal which uses Google analytics to capture data. There are still issues with patients not able to sign up, pay a bill, or to access specific results; some patients never received a link to portal, or their browser does not work with the portal. Interim CEO Dunckhorst said that functionality is being worked on and they are utilizing the IT department to help with issues. Wilson noted there is access to labs and radiology results, which are available after 24 hours. Dunckhorst said patients should still make an appointment for billing issues. Wilson said they are working with Cerner to rectify billing problems. Wilson explained how the healthy app will function.
- c) CEO report: Interim CEO Dunckhorst reported on the provider communication tool which provides: mini websites for providers; access for administrative personnel; information on new services; links to med staff bylaws; important dates; highlights for med staff each month; links for educational opportunities; a Q&A section; and, alerts to answer questions. The launch date is in January. Dunckhorst reported on new providers: Dr. Meter, an HGH employee orthopedic surgeon, starts on Monday; Dr. Roberson, an HGH employee OB/GYN, starts on Monday; Rebecca Stevens is a PA who was previously a Locum and is taking over for Dr. Khani at the screening clinic, tentatively starts on Monday, and she will be covering the walk-in clinic in February to help with the move of Robert Johnson to the Orthopedic Clinic; Dr. Curtis, an HGH employee OB/GYN, will work with Dr. Roberson to provide OB/GYN coverage, and they are working with staff to develop a collaborative care model for OB/GYN services in the clinic; and, Gabriel Lavoy, an HGH employee Family Nurse Practitioner, will be working in the walk-in clinic. The recent CMS and OSHA mandates overturned the stay for some states, including Nevada. The U.S. Supreme Court has issued orders granting a review of those legal challenges for both mandates and set an accelerated timeline and arguments for early January. OSHA announced they will not be issuing citations for non-compliance before January 10, and for testing noncompliance before February 9. Dunckhorst is still waiting for final clarification on the OSHA application to healthcare entities. If OSHA mandates are to be followed there will be a significant cost. Dunckhorst stated the meeting dates for Ron Price are now available.

**CONSENT AGENDA:** Motion by board member Trout and second by board member Tipton to approve the consent agenda for the board meeting minutes of October 26, 2021 and November 23, 2021, and medical staff applications for appointments, reappointments, provisional and temporary privileges for: Jeffrey

Meter, MD, Provisional-Orthopedics; Scott Curtis, MD, Provisional-OB/GYN; Conrad Roberson, DO, Provisional-OB/GYN; Zia Khan, MD, Consulting-Cardiology; and, Ryan Hodnick, DO, Consulting-Emergency Medicine/EMS Medical Director. Motion carried unanimously.

#### **FINANCIAL REPORTS:**

CFO Plummer presented and explained the financial reports for the month ending November, which show: current assets and current liabilities are down; and, daily cash inflow compared to the prior year is separated between patient related and non-patient related services, and compared to the prior year it has dropped off. The decline is due in part to bringing the billing back in house. Staff has reached out to R1 for assistance which they are obligated to provide through December 31, 2021. They have also contracted temporarily with QHR to assist with the billing until it comes fully in house. Costs are down about 10 percent. Board chair Cramer asked about the record keeping for provider hours. Controller Smith stated she is getting the time sheets now and she files them.

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

#### **BUSINESS ITEMS-OTHER REPORTS:**

##### **1. Hospital Administration / request for approval of professional services employment agreement with Scott Curtis, MD for OB/GYN services / Administration**

Motion by board member Hunt and second by board member Trout to approve professional services agreement with Scott Curtis, MD for OB/GYN services as presented. Motion carried unanimously.

##### **2. Hospital Administration / request for approval of professional services employment agreement with Conrad E Roberson, MD for OB/GYN services / Administration**

Motion by board member Trout and second by board member Tipton to approve professional services agreement with Conrad E Roberson, MD for OB/GYN services as presented. Motion carried unanimously.

##### **3. Hospital Administration / request for approval of professional services employment agreement with Trenton Argyle, DO for family practice services / Administration**

Motion by board member Hunt and second by board member Tipton to approve professional services agreement with Trenton Argyle, DO for family practice services as presented. Motion carried unanimously.

##### **4. Hospital Administration / Hospital District fiscal year 2020-2021 financial report and audit of District budget funds, accounts, and financial operations / Dingus Zarecor & Associates-CFO Administration**

Shawn Johnson with DZA presented and explained the financial statements, including: assets; liabilities; positions disclosed; and, the year to year comparison. Johnson explained assets are split into two categories, that is, current assets and non-current assets which are restricted or not expected to be diverted to cash in the next year. Johnson commented on: third party settlements; Medicare and Medicaid programs owed for outstanding costs; inventory; prepaid expenses; Cerner implementation costs; non-current assets; limited cash; current and non-current liabilities; refunds payable; current payroll; accounts receivable; related taxes; and, balances in the PTO account. Board member Trout questioned if payments should be made towards to the net pension liability. Johnson said no, the state issues their own comprehensive financial report to list the total net pension liability to determine the contribution to the fund. Johnson noted liability is paid by future contributions and the board could restrict cash resources to pay for future pension benefits. Johnson explained the statement of revenue, expenses, changes of positions, income statement or PNL, which are on an accrual basis of accounting, which means revenues are recorded when earned and expenses are recorded when accrued. On the expense side, there was a substantial increase of salaries and benefits. The total operating expenses increased. Non-operating, tax

revenue, Cares Act provider relief fund and other Covid related grants are recorded in revenue because they were earned. There were losses shown on capital assets with the pharmacy remodel, the donation expenses to Great Basin College, less interest income, and the contract cost with R1. Johnson explained: cash flow statements; operating activities patient care; Note 11 on provider Covid related grants received in 2021 and 2020 which recorded to revenue in 2021/2020; and, Note 12 Covid pandemic impact to the organization in healthcare. Johnson said operating revenues are favorable and there were no adverse findings. It is a clean government auditing report. Last year there was a compliance finding because actual expenses exceeded budget and there was no budget augment. Contractual adjustment shows how much gross charges are being written off due to contracts with Medicare and Medicaid, a lower number is better. Bad debts of patient revenue are also in a negative trend and they are going up due to collection issues from last fiscal year. Salaries and benefits were high for 2021.

Motion by board member Tipton and second by board member Trout to approve the Hospital District fiscal year 2020-2021 financial report and audit of District budget funds, accounts, and financial operations as presented. Motion carried unanimously.

**5. Hospital Administration-Accounting-Radiology / determination that the Source Ray portable x-ray machine formerly used for the Burning Man event as is no longer needed for public or district use and authorization for disposal of the property / Administration-Radiology Manager**

Radiology Manager Diane Klassen said the last time the portable x-ray unit was used was in 2020. The State Inspector on December 15 determined there is an excessive scatter of radiation and although it passed the inspection it probably will not pass in the future. Board member Tipton asked what it will cost to get it fixed. Klassen said the equipment is depreciated to zero. Tipton asked if it would have value to another organization if sold. Klassen said it is not reliable for a Covid unit because it will not boot up correctly and it needs a special license.

Motion by board member Trout and second by board member Tipton to approve the determination that the Source Ray portable x-ray machine formerly used for the Burning Man event as is no longer needed for public or district use and to authorize disposal of the property as proposed. Motion carried unanimously.

**TRUSTEE COMMENTS-STAFF REPORTS:**

Board member Tipton said he hopes everyone had a good Christmas and Happy New Year. He is still concerned about the financials, the money spent on new providers and the lack of collection of accounts. Tipton asked if bills are still not being sent to collection. CFO Plummer said there is a pending state bill and they are not able to send bills to collection right now.

Board member Trout said he shares board member Tipton's concern based on days to collection.

Board chair Cramer said she and board member Miller met with Shawn Johnson of DZA today and Johnson gave a list of recommendations to CFO Plummer and Controller Smith to help with the collections. Interim CEO Dunckhorst said they are going to start collecting co-pays which will make a big difference and there is significant retraining being done which will help bring in revenue.

Interim CEO Dunckhorst said they are trying to find qualified billers and coders because training from the ground up is difficult. Once all the billing is in house there will still be remote billers because they are specialty positions and it takes a while for the training.

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**PUBLIC COMMENT:**

There was no public comment.

Board chair Cramer adjourned the December 28, 2021, meeting of the Humboldt County Hospital District Board of Trustees at 8:03 p.m.

**APPROVED:**

**ATTEST:**

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Alicia Cramer, Board Chair

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Alicia Wogan, Executive Assistant