

**HUMBOLDT GENERAL HOSPITAL
DISTRICT BOARD OF TRUSTEES
APRIL 28, 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
Paul Gaulin, MD

GUESTS:

Nicole Maher (Public Relations Director), Lewis Trout and Darlene Bryan.

CALL TO ORDER:

Board Chairman Casalez called the April 28, 2020 board meeting to order at 5:35 p.m.

PUBLIC COMMENT:

Lewis Trout suggested that a roll call be done.

MEDICAL STAFF – HOSPITAL DEPARTMENT REPORTS:

Medical Staff report:

Chief of Staff Gaulin commented that patient services are going well with the exception of elective surgery which is temporarily suspended during the COVID-19 situation. Gaulin commended Dr. Stringham for the COVID-19 testing efforts.

Administration Department reports:

CNO Cushway reported all has been going well as the professional staff deals with the COVID-19 situation. Cushway praised the staff and thanked the community for their support, flowers, food, banners, face shields, masks, parade, and intubation boxes. Board member Hammargren commended the SNF staff for passing the inspection with flying colors.

STAFF PRESENT:

Karen Cole, Interim CEO
Tim Powers, Interim CFO
Tiffany Love, COO
Kim Plummer, Controller
Mike Bell, IT Director
Jordan Kohler, Interim EMS Director
Dianelis Almendares, HR Director
LeeAnn Cushway, CNO
Shelly Smith, Finance
Alicia Wogan, Executive Assistant
Dave Johnson, IT

Jordan Kohler, Interim EMS Director, stated there were 700 phone calls to COVID-19 patients. Kohler complimented Gricelda Soto for her services. The mobile hospital is set up and ready for use.

Practice Administrator Robert Johnson reported on the telehealth system and the efforts to have patients utilize the system. Johnson briefly explained how the system works and noted telehealth is now available to Medicare patients.

COO Love reported on the restricted access efforts implemented by security and that security participates in the daily safety meetings. Love noted that the focus with Cerner is capturing revenue and improving the financial reports. The switch to Medhost will take place by December 31, 2020. Wi-Fi services are now available for the field hospital. Improvements have been made to the patient portal. IT Director Bell explained that a GoToMeeting system was set up and is being used with the pain management services.

HR Director Almendares reported that: high risk employees have been able to work from home; 43 employees have been tested, six were high risk; nine employees have taken advantage of the FFCRA emergency paid sick leave; an emergency telecommuting agreement allows employees to work offsite; there has been a high turnover in environmental services and ads were placed on social media, radio soliciting employees; and, the employee assistance program is helping staff.

Interim CEO Cole welcomed Dr. Subha Rajan, MD, an FP/OB who started 4/27/2020 and reminded that Brittani Smith, MD, an FP/OB will start in the fall of 2020 and David Massuck, MD, FP will also start in the fall of 2020. The search continues for psychiatric services and an OB/GYN. The pharmacy hoods have been certified as balanced, and the remainder of the project was completed and is awaiting final inspection by the state. The cafeteria project will include a flooring change and kitchen hood replacement. Cole explained goals for protecting and caring for patients and employees, including treatments for infectious disease and implementation of preventive care measures. Guidance will be sought from the CDC, state agencies and professional associations to assist staff in dealing with the COVID-19 pandemic. It is anticipated elective surgeries will be reinstated soon. Coal explained the EZ Lab alternative for lab work. The screening protocols for the clinic and telemedicine was explained. Cole thanked the medical and other staff for their efforts during these trying times. Board member Hammargren asked about staff that had their hours reduced and if there have been cutbacks. Cole advised that staff has been requested to take PTO if they desire. Some staff were allowed to take time off without using PTO. Hammargren asked if any staff were being forced to take leave. Cole advised staff were given a choice. The numbers of staff taking leaving has decreased. Hammargren asked if there are things that can be offered to the staff. Board member Miller suggested a special board meeting may be needed to discuss some of these items. Cole noted that there has been some shifting of staff, so it is not necessary to send staff home.

CONSENT AGENDA:

Motion by board member Miller and second by board member Hammargren to approve the consent agenda consisting of: (i) board meeting minutes for March 31, 2020; (ii) Medical Staff applications for appointments, reappointments, provisional and temporary privileges for: Pamela Moore, MD, Provisional, Pediatrics; Subha Rajan, MD, Provisional, FP/OB; Stephanie Nainani, MD, Active, OBGYN; Michael Zufelt, DO, Active, Emergency Medicine; Arthur Johnson, PA-C, Allied Health, Physician Assistant; George Rodway, PhD, APRN, Allied Health, Sleep Medicine; Tina Carbone, APRN-CNP, Allied Health, Family Medicine; Jonathan Bold, MD, Consulting, Teleradiology; and, Dietrich Von Feldmann, MD, Active, Gastroenterology; and, (iii) the following new categories due to new Medical Staff Bylaws:

Merleen Grover, APRN-CNM, Allied Health, Midwife; Laurie Parker, APRN-CNP, Allied Health, Family Medicine; Pamela Sherwill-Navarro, APRN-CNP, Allied Health, Family Medicine; Janice Schorr, APRN-CNP, Allied Health, Family Medicine; Landon Mouritsen, CRNA, Allied Health, CRNA; Michael Hunt, CRNA, Allied Health, CRNA; Ed Mohr, CRNA, Allied Health, CRNA; Jim Nguyen, CRNA, Allied Health, CRNA; and, Shane Draper, DPM, Provisional, Podiatry. Motion carried unanimously.

FINANCIAL REPORTS:

Interim CFO Powers presented and explained the February and March 2020 financials. Powers believes good strides are being made with the Cerner system implementation. Powers went over the patient days, admits, daily average census and AR aging. Powers said the goal is to get the KTIs down from 83 to 60. Powers explained the current status of ARs and the claims movements. Board member Miller suggested a board meeting be scheduled as soon as possible to go over the financial numbers. Board chairman Casalez suggested a meeting on Tuesday May 5, 2020 at 5:30 p.m. and every two weeks thereafter. Board member Tipton asked about additional expenses due to the COVID-19 pandemic and if some of those expenses will be reimbursed with the stimulus payments. Powers explained how the COVID expenses are being accounted for. To date, \$900,000 has been received from CARES Act funding. Administration will begin working on the interim cost report tomorrow. Casalez asked board members to send her an email with any questions they may have for the budget meeting.

Interim CEO Cole advised the State is expecting final budgets to be sent in at the normal time.

Motion by board member Hammargren and second by board member Hunt to approve the February and March financials, warrants, and disbursements as presented. Motion carried unanimously.

BUSINESS ITEMS-OTHER REPORTS:

1. Hospital Administration-IT / proposal to purchase Panasonic recorder-controller and software for security video recording in the amount of \$19,517.91 / IT-Administration

Interim CEO Cole requested this item be tabled. No action was taken.

2. Hospital Administration-IT / proposal to enter into an agreement with Triyam healthcare data management solutions to extract, convert and archive existing EHR systems medical records data into the new Fovea medical records archival system for a project fee in the amount of \$56,945 and license and maintenance fees in the amount of \$2,283 per month / IT- Administration

COO Love advised it will cost approximately \$300,000 to continue with Medhost, which is not feasible. The prices for the proposed new archival system are more economical. Board member Tipton asked if Triyam is used can Medhost be terminated right away. Love responded Medhost will be in use until December 31, 2020.

Motion by board member Tipton and second by board member Hunt to approve the purchase of healthcare data management solutions to extract, convert and archive existing EHR systems medical records data into the new Fovea medical records archival system for a project fee in the amount of \$56,945 and license and maintenance fees in the amount of \$2,283 per month from Triyam as presented. Motion carried unanimously.

3. Hospital Administration / proposal to enter into an agreement with Nevada News Group for promotional and advertising services in print media in the sum of \$450 per week and in broadcast media in the sum of \$3,000 per month / Administration

This item was tabled. No action was taken.

4. Hospital Administration / proposal to enter into an agreement with Care Adopt for telepsychiatric evaluation, medication management and collaborative care management services / Administration

Practice Administrator Johnson said various options for psychiatric services have been considered and all are expensive. Johnson said there is a significant need for the services and the proposed care adopt services are low compared to others. The community will be well served even though it is not a money maker. Board member Hunt asked how quickly the services can be obtained. Johnson advised they can be in place by the end of May.

Motion by board member Hunt and second by board member Hammargren enter into an agreement with Care Adopt for telepsychiatric evaluation, medication management and collaborative care management services as presented. Motion carried unanimously.

5. Hospital Administration / proposal to enter into an agreement with Danny J. Sayegh, MD to provide family practice, nursery call and other medical services / Administration

Interim CEO Cole provided a background on Dr. Sayegh and noted CNO Cushway previously worked with Sayegh in Las Vegas. One provider was out when the COVID-19 restrictions were put in place and it was unknown if other physicians would be affected. Cole asked Sayegh if he would be interested in working on a temporary basis for six months to provide needed services and to see if he fits with the organization. If Sayegh works out, it may be an opportunity to quit using other locums.

Motion by board member Hunt and second by board member Hammargren to enter into agreement with Danny J. Sayegh, MD to provide family practice, nursery call and other medical services as presented. Motion carried unanimously.

6. Hospital Administration-Finance / proposal to authorize certifications of the validity of accelerated payment requests from the Medicare remittance program / CFO -Administration

Controller Plummer advised due to the COVID emergency legislation, the district is able to request an advancement on Medicare payments, but the advance funds will have to be paid back. The certifications authenticate the validity of the accelerated payment requests.

Motion by board member Miller and second by board member Hammargren to authorize certifications of the validity of accelerated payment requests from the Medicare remittance program as presented. Motion carried unanimously.

TRUSTEE COMMENTS-STAFF REPORTS:

All board members thanked and expressed appreciation for the efforts of the staff in dealing with the challenges created by the COVID-19 pandemic.

Board member Hammargren said he welcomes the return of elective surgeries and he encourages people to come back to the hospital.

Board member Casalez thanked interim CFO Powers for his department's efforts to implement the Cerner system.

PUBLIC COMMENT:

There was no public comment.

Board Chairman Casalez adjourned the April 28, 2020 meeting of the Humboldt County Hospital District Board of Trustees at 7:23 p.m.

APPROVED:

ATTEST:

JoAnn Casalez, Board Chairman

Alicia Wogan, Executive Assistant