

**HUMBOLDT GENERAL HOSPITAL
DISTRICT BOARD OF TRUSTEES
OCTOBER 26, 2021 REGULAR MEETING
MEETING VIA TELECONFERENCE—VIDEOCONFERENCE—IN-PERSON**

BOARD PRESENT:

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

Kent Maher, Legal Counsel (via phone)

BOARD ABSENT:

None

MEDICAL STAFF PRESENT:

Rommel Adajar, MD
Veronica Janhunen, MD

STAFF PRESENT:

Robyn Dunckhorst, Interim CEO
Kim Plummer, CFO
Alicia Wogan, Executive Assistant
Mike Bell, IT Director
Shelly Smith, Accountant
Andrew Loveless, EMS Chief
Brian Washburn, DOO
Bertha Higbee, Interim CNO
Jackie Wilson, CIO
Theresa Bell, Project Manager
Laura Shea, Marketing-Community Relations
Diane Klassen, Radiology Director
Michel Winters, SNF Manager
Kevin Grannis, EMS
Jessica Villarreal, Credentialing
Duane Grannis, Maintenance Manager

GUESTS:

Anne Hendrickson and Bill Hammargren (MedX AirOne representative).

CALL TO ORDER:

Board chair Cramer called the October 26, 2021, board meeting to order at 5:33 p.m.

PUBLIC COMMENT:

Board member Miller read information she received from a person involved with a health care facility remodel and the challenges being experienced with that remodel, including the exhuming of human bodies.

Board member Trout said employees should not feel intimidated by the board when they present to the board. If an answer is not known, it is okay to say the answer is not known and they will get back with an answer.

MEDICAL STAFF – HOSPITAL DEPARTMENT REPORTS:

Medical Staff report:

Interim CNO Higbee reported: the county Covid positivity rate is 25.8%; the waste water testing numbers are down; there are 135 regeneron doses on hand; nine hospital staff are out because they tested Covid positive; all staff are encouraged to wear a mask; the staff vaccination rate is 69.71%, with a goal of 70%; there were 11 acute admissions total and six patients were admitted for Covid; the ER activity remains steady; the screening clinic is not slowing down, the average number is 120 to 150 with 20 to 40+ showing positive; and, the SNF is now allowing visitation and all visitors are screened. Board

member Miller asked at what time of the drop (in numbers) do we start seeing changes. Interim CEO Dunckhorst advised a trigger percentage was not built in.

MedX AirOne update:

MedX representative Hammargren stated things are going well and MedX will be participating in the EMS Halloween activities. Hammargren commented on the screening clinic activity and commended the staff for the good job they do.

Administration Department reports:

- a) EMS report: EMS Chief Loveless reported on: car seat safety instructor class attended by staff; critical care paramedic refresher; assisted with County drive through flu-pod; senior center blood pressure checks; technical rescue involving multiple units and hours to complete; assisted with Nevada Gold Mines, Winnemucca Police Department and Humboldt County Sheriff's Office to host a bike rodeo; fleet status; total runs; non-billable runs; standby/outreach events; and, community paramedic patient volume. Board member Trout asked about CPR classes for the public. Loveless advised they are listed on the website and courses are available. Trout asked about collections, revenue in and revenue out. Board member Miller asked about the hospital Auxiliary purchase of a vehicle. Board chair Cramer advised the vehicle was not needed and Interim CEO Dunckhorst explained.
- b) Harmony Manor update: SNF Manager Winters announced that Ann Hendrickson is the Activities Coordinator and they are working on in-house activities, food nights and group activities. A copy of the newsletter was distributed. Board member Trout remarked the newsletter is a good communication tool with families. Winters updated and explained about the PBJ software. Interim CEO Dunckhorst asked if the PBJ software has been helpful. Winters said it has and explained the highlights. Winters advised 31 beds are filled, four have been saved for quarantine and four to seven admission paperwork requests are received each day. Winters explained the waiting list and admission process.
- c) CEO report: Interim CEO Dunckhorst requested that if Board members have questions throughout the month, the questions should be directed to the CEO, as it will help her to learn and if there are questions during a board presentation and the presenters can't answer the questions at the meeting, the answers will be provided at a later date. Dunckhorst explained the board badge access and the need to limit access to the public areas and fitness center for HIPAA and staff privacy. Dunckhorst suggested the CEO goals be discussed at the November board meeting. Dunckhorst announced Bertha Higbee as the Interim Chief Nursing Officer. Maintenance Director Grannis related that electrical cost savings of \$100,194 was realized through Trane and NV Energy, and only \$30,000 in savings was expected. This was done with restructuring the power rating and negotiating with the power company. Accountant Smith gave an update on the Insurance Committee, explaining that quotes were received from six different companies and the committee elected to stay with the current company (Anthem). Smith explained the premiums and increases, noting the district will pay half of the premium cost for staff.

CONSENT AGENDA: Motion by board member Miller and second by board member Casalez to approve the consent agenda consisting of: (i) board meeting minutes of September 28, 2021; and, (ii) Medical Staff applications for appointments, reappointments, provisional and temporary privileges for: Graham Hill, DO, Active-Physical Medicine and Rehabilitation; Patrick Osgood, MD, Active-Orthopedics; Kevin Reyes, DO, Active-Psychiatry; Alvaro Galvis, MD, Active-Pediatrics; James Balodimas, MD, Consulting-Teleradiology; and, Merleen Grover, APRN-CNM, Allied Health Professionals-Midwifery. Motion carried unanimously.

FINANCIAL REPORTS:

CFO Plummer explained issues she had during the processing of the September 2021 financials, and presented and explained: the September 2021 average daily cash inflow; total monthly cash inflow; average daily cash outflow; total monthly cash outflow; Cerner gross AR; admits; PT days; daily average census; clinic visits; surgeries/procedures; and, overall stats. There was discussion on the screening testing and Cerner gross AR. Interim CEO Dunckhorst said a gap analysis has been completed and the information will follow.

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

BUSINESS ITEMS-OTHER REPORTS:

1. Hospital Administration / request to approve purchase of Mako system with partial knee, total knee and total hip applications / CEO-Administration

Community Educator Shea went over the Welltock orthopedic volume opportunity information and explained the predictive modeling. A promotional campaign is currently being prepared, and the written plan will be done in a couple of weeks. Board chair Cramer expressed concern with losing prospective patients between November and January. Dunckhorst explained that Dr. Meter will follow-up with the Synergy patients and it is anticipated there will be a continuous patient flow. CFO Plummer explained the cost to purchase the robotic arm, the estimated return on investment, and rebates and service fees. Dr. Meter explained how the equipment is used. Board member Miller asked what system is currently being used. Dunckhorst stated it is a manual system. The proposed system will not require an interface to be used with the current IT system. It is expected to be delivered in December with two weeks required for installation. There is money in the budget for the purchase. Plummer noted that if there is a budget shortfall, it can be covered with a fund shift because this is not a capital budget item.

Motion by board member Miller and second by board member Hunt to approve the purchase of the Mako system with partial knee, total knee and total hip applications not to exceed \$2,135,109 pending zero minimum for rebate as presented. Motion carried unanimously.

2. Hospital Administration-RHC / request to approve purchase of ten Omniaire air filtration systems and associated fixtures and equipment for nursing / CEO-Administration

Maintenance Director Grannis went over the current unit numbers, where they are placed and showed photos of the unit explaining how they work and items included. Board member Miller asked where the systems will be used. Grannis explained they will be used in acute and OB, if needed. Board member Trout questioned if ten units are enough. Grannis believes they are sufficient.

Motion by board member Trout and second by board member Miller to approve the purchase of ten Omniaire air filtration systems and associated fixtures and equipment in the amount of \$75,178.70 as presented. Motion carried unanimously.

3. District Administration / request to authorize issuance and advertising of a request for proposals to provide hospital district legal services / Board of Trustees

Board member Miller said that the question was previously raised about having a board attorney and a separate attorney for operations and questioned if it is appropriate to put out a proposal. Board member Trout asked about the way the agenda item reads and if the request is for board or hospital district legal services. Board member Hunt noted that the crossover of services is not clearly defined. Trout stated the bylaws are clear and it may be necessary to look at a revision to define who, as an

individual board member, can request information because of the delegation of authority to the board as a whole. Miller stated she needs to be able to speak with someone regarding her concerns. Board member Casalez stated she agrees with Trout's interpretation and does not think the agenda item is as clear as it needs to be, noting there is a difference between operations, the CEO and the board. Casalez said the CEO should have the decision of who handles operations. It was suggested that some board education may be appropriate. Trout suggested Cramer appoint a committee of two to come up with a better phrase for the agenda item to come back to the board, rather than tabling the item. Cramer would like to have something from Nevada Rural Hospital Partners (NRHP) before discussing this item so there will be some education. Trout said that is not unreasonable. Interim CEO Dunckhorst stated Joan Hall from NRHP will be here on November 5. Dunckhorst will check with Hall on her availability.

Motion by board member Miller and second by board member Hunt to put this topic as a standing agenda item until it is resolved and to contact Joan Hall to see if she is available to work with the board on some of the outstanding questions. Motion carried with board members Miller, Trout, Casalez, Hunt and Cramer voting aye and board member Tipton voting nay.

4. Hospital Administration / ratification of decision to join the Nevada Hospital Association SB329 litigation / CEO-Administration

Board chair Cramer stated that the decision to join the litigation was made by staff due to a time deadline which occurred prior to the board meeting. The board needs to ratify the action that was already taken.

Motion by board member Trout and second by board member Miller to approve the ratification of decision of CEO to join the Nevada Hospital Association SB329 litigation. Motion carried unanimously.

TRUSTEE COMMENTS-STAFF REPORTS:

Interim CEO Dunckhorst asked about the November and December meeting dates, board agreed to leave on the regular dates of November 23, 2021 and December 28, 2021.

Board member Trout thanked the CEO for putting the effort into the meeting and working with the board on their questions and again thanked SNF for the newsletter.

Board member Hunt said he believes Dunckhorst will be good for employee morale.

Board member Casalez commented it is important for trustees to remember to focus on information being presented by employees and she appreciated Dunckhorst for weighing in on things that should be handled by the CEO. Casalez commented on Dunckhorst recognizing the need for an interim CNO and for recognizing that Dunckhorst should not try to fill two roles. Casalez believes that the CEO establishing her own goals is a positive step. Casalez noted the numbers regarding behavioral health are going up significantly and she would like to see a quarterly update on behavioral and mental health matters.

Board member Miller believes Dunckhorst will do a good job and is excited for those employees who have progressed through the ranks such as Bertha Higbee, CNO, Diane Klassen, Radiology Manager, Theresa Bell, Project Manager, Shelly Smith, Controller, Kim Plummer, CFO, and Andrew Loveless, EMS Director.

Board member Tipton said he agrees with the comments made by other board members and welcomes Hendrickson and Higbee. Tipton said the suggestion to look at budgets in January should be considered.

Board chair Cramer congratulated Higbee, Winters and Harmony Manor and thanked everyone for attending.

PUBLIC COMMENT:

There was no public comment.

Board chair Cramer adjourned the October 26, 2021 meeting of the Humboldt County Hospital District Board of Trustees at 7:50 p.m.

APPROVED:

ATTEST:

Alicia Cramer, Board Chair

Alicia Wogan, Executive Assistant