

**PERSHING GENERAL HOSPITAL & NURSING HOME BOARD OF TRUSTEES  
REGULAR BOARD MEETING MINUTES  
September 21, 2017**

**ENTITY:** Pershing General Hospital  
**DATE:** September 21, 2017  
**TIME:** 5:30pm  
**PLACE:** Pershing General Hospital Conference Room  
850 6<sup>th</sup> Street Suite 103

Attendees:

**Board:** Carolyn Hultgren, Carol Shank, Joe Pierce, Charlie Safford, Dana Tueller, Ted Bendure.  
**Staff:** Patty Bianchi, Steve Boline (via video link), Christina Dickerman, KayDawn Hughes, Helen Joubert, Kirsten Hertz

- 1) **CALL TO ORDER** – by Chairman Joe Pierce at 5:30 p.m.
- 2) **PUBLIC COMMENT** - None
- 3) **CONSENT AGENDA**
  - a. Meeting minutes for Regular Board Meeting August 24, 2017
  - b. Warrants (Check Register)
  - c. Patient Account Write-Offs for August 2017
  - d. Approval of Proxy Credentialing for vRad physicians Hulmuth Vollger
  - e. Approval of Proxy Credentialing for Renown Telehealth providers Kinjua Desai and Wendy En-Lok Brown

**Board took the following action:** After noting grammatical and typographical changes required to the minutes, Carolyn Hultgren offered the motion to approve the Consent Agenda with noted corrections. Ted Bendure offered the second to the motion. Motion carried unanimously.

4) **REPORTS**

a. **Administrator/CEO: Update**

- i. Board Retreat – The Board retreat is scheduled for November 1, 2017. Initially, the retreat was scheduled for the NRHP Conference room in Reno, however, after discussion, the Board decided to hold the retreat at PGH. The agenda will be forthcoming.
- ii. Bianchi will be at the National Rural Health Conference in Kansas City, Missouri from September 26-29, 2017.
- iii. Bianchi is working on policy development for the All Hazard Emergency Response Plan as well as a Water Management Plan related to Legionnaires' disease.
- iv. Bianchi has been meeting with managers regarding management expectations and accountability.
- v. Steve Boline, Laurie Schmith, Debbie Mock and Tammy Echevarria-Montes attended the WipFli Conference in Reno and reported back positively.
- vi. Bianchi will be providing reports for Mock and COO Hixenbaugh. Mock is unavailable as she has been in Ely for training on CAH billing and Hixenbaugh is also unavailable.
- vii. Bianchi will be out on Medical Leave from October 6-23, 2017.

Board Member Bendure questioned Bianchi regarding the status of Emergency Room coverage. Bianchi indicated that a Locum Tenens company had been engaged and that a Physician's Assistant had been presented. Research was required regarding scope of practice for a mid-level provider to work in the Emergency Department. Bianchi clarified that there was no charge unless a provider was engaged via the Locum Tenens company. Bianchi also indicated that research was underway to distribute a recruitment postcard to Emergency Room providers in Nevada for additional coverage for the department.

b. **Chief Financial Officer: Update**

- i. Financial Statements for the periods ended July 31, 2017 and August 31, 2017  
**Board took the following action:** Boline, available via video link, referenced the Power Point presentation included in the Board packet. August 2017 exhibited a loss of over \$177,000 for a total

year to date loss of over \$295,000. Boline recommended that the Finance Committee meet to discuss budget issues and proactivity. Finance Committee meeting scheduled for October 18, 2017 at 2:00 p.m. in the Conference Room. Boline informed the board that there had been no changes to date to the July financials as presented last month.

Ted Bendure offered motion to approve the July & August 2017 financial statements as presented to the Board. Second to the motion offered by Charlie Safford. Motion carried unanimously.

ii. **Revenue Cycle Dashboard August 2017**

Boline explained that two of the three red indicators are related to the loss in operations as presented in the financial statements.

c. **Chief Nursing Officer: Update**

Bianchi introduced Interim CNO, Christina Dickerman, to the Board for her update.

Dickerman shared that she had met with staff and indicated that the focus would be on patient care and team building.

Dickerman also shared that the Long Term Care census is at 21 and that she and Social Worker Lola Montes are working on a recruiting plan, not only for Long Term Care, but also for Swing and rehabilitation patients. They will be developing a brochure to distribute to local patients that may need swing or rehabilitation services after surgery etc.

Dickerman reminded the board of the Veteran's event scheduled for October 5, 2017.

She is working on policy review and revision as well as preparation for the Critical Access Hospital Survey.

Nevada Donor Network visited the facility to award PGH with the Gold Level Partner and the Most Collaborative Hospital 2017.

Dickerman will be at the next board meeting to administer flu shots.

d. **Chief Operating Officer: Update** - by CEO Bianchi

i. **USDA PROJECT UPDATE** – PGH has been advised that a new material must be found for the roof that is more permeable. The paving and phone system upgrade has been put on hold given the current financial condition.

ii. **Human Resources:** Lisa Eckerfield, Lab Manager is on board. Tyson McBride, PA-C has passed his testing and will begin work September 25, 2017.

iii. **Information Technology:** Department is busy with typical IT needs.

iv. **Maintenance:** New generator has been installed.

v. **Clinic:** The Clinic saw 672 patients in August. Some of these visits were for sports physicals.

e. **Chief Procurement Officer: Update**

i. CPO Helen Joubert reports that staffing is still an issue in the Housekeeping Department.

ii. The hot water heater was replaced in Laundry.

iii. The Purchasing Department is running well.

iv. The Dietary Manager is back from Medical leave and the department is functioning with a full staff.

5) **CRITICAL ACCESS HOSPITAL (CAH) ITEMS**

a. **UNFINISHED BUSINESS**

b. **NEW BUSINESS:**

i. Approval of Risk Management Plan

**BOARD TOOK THE FOLLOWING ACTION:** KayDawn Hughes, Risk Manager, referenced the Risk Management Plan included in the Board packet, there were no content changes required and she requested the annual Board approval. Carolyn Hultgren noted minor grammatical and typographical errors and then presented a motion to approve the plan with noted changes. Second to the motion offered by Charlie Safford. Motion approved unanimously.

6) **PERSHING HEALTHCARE FOUNDATION: UPDATE**

Carolyn Hultgren indicated that scholarship winner, Melissa Washabaugh, had attended the last Foundation meeting to thank them for the scholarship award. This meeting also included a recap of the Annual Dinner for 2017 and a brainstorming session for the 2018 event.

Charlie Safford is working on a grant submission to the E.L. Cord Foundation. Safford questioned Boline about requirements for the application including audited financial statements. Boline indicated he would review the application and make recommendations.

**7) OTHER ITEMS**

- a. **CORRESPONDENCE** - None
- b. **LEGAL** - None
- c. **OPEN SESSION** - None
- d. **OTHER**
  - i. Board Member Dana Tueller referenced quotes gleaned from her attendance at the Nevada Hospital Association Conference she attended.

**8) PUBLIC COMMENT** - None

**9) ADJOURN:** - by Chairman Joe Pierce at 6:45 p.m.

Approved at Board Meeting October 26, 2017.