



**PERSHING GENERAL HOSPITAL & NURSING HOME BOARD OF TRUSTEES
REGULAR BOARD MEETING MINUTES
April 25, 2016**

ENTITY: Pershing General Hospital
DATE: April 25, 2016
TIME: 5:30pm
PLACE: Community Center
820 6th Street

Attendees:

Board: Joe Pierce, Chairman, Carolyn Hultgren, Vice Chair, Dana Tueller, Lisa Schwarzenberg, Pat Irwin.
Absent: Charles Safford, Secretary.

Staff: Patty Bianchi – CEO, Kathryn Harter- CNO, Steve Boline, - CFO, Cindy Hixenbaugh – Human Resources Director, Loren Bianchi – Maintenance Manager, Patti Speer – Financial Services Manager, Helen Joubert – Materials Management, Kirsten Hertz – Administrative Assistant.

Other: None

1) CALL TO ORDER

Joe Pierce called the Pershing General Hospital and Nursing Home Regular Board Meeting to order at 5:30 p.m.

2) PUBLIC COMMENT

None

3) Pat Irwin addressed the rest of the board as he would not be able to stay for the entire meeting. Irwin asked the board if there were any issues related to PGH that needed to be brought forth to the County Commissioners.

Irwin discussed the pending Pershing County Economic Development bill in regard to lands located in Pershing County and its potential impact on PGH. Town hall meetings are being held for mining, grazing and wildlife/public access interests.

Pershing County is also working toward a portion of an events tax returning to Pershing County for events held on BLM lands located in Pershing County. State officials had indicated support for such legislation.

Irwin also mentioned the Emergency Medical Services Assessment Report agenda item under item 8d for this meeting. Irwin was interested in feedback from the board. County has requested an action plan from Fire Department with regard to the report and PGH Board will be kept informed.

Irwin addressed question by Steve Boline in regard to the net proceeds payments. Irwin indicated that some funds may be available to PGH.

Irwin left the meeting at approximately 5:45 p.m.

4) CONSENT AGENDA - The Board will consider, for possible action, these items in their entirety, without discussion; For Possible Action

- a. Meeting minutes for March 23, 2016
- b. Warrants (Check Register)
- c. Approval of Re-Credentialing for Dr. Leon Jackson for Radiology

Board took the following action: Patty Bianchi indicated that the board would need to postpone the re-credentialing of Dr. Jackson. Motion to accept the Consent Agenda with the exception of item “c” by Carolyn Hultgren. Second by Dana Tueller. Motion approved.

5) REPORTS

a. Administrator/CEO: Update

1. J.P. Smith, individual desiring to build a hospital in Fernley has contacted PGH. Bianchi and Boline have requested his feasibility study.
2. Bianchi will be scheduling a wage committee meeting prior to the May board meeting. She will be contacting affected members.
3. Physician contracts are being re-worked to close present loopholes within the document. Bianchi will be working with Boline and Legal Counsel Plimpton.
4. PGH has interviewed a per diem X-Ray technician, a local, wanting to come home after completing education.
5. Department Head budget meetings went well.
6. Behavioral Health grant program went live on April 4. PGH has had a patient participate, which was a very positive experience. Press release was directed to the Review Miner as well as reporting to the Federal grant program.
7. PGH will also be a clinical rotation site for the APRN psychiatric program at UNR. Dr. Van Guilder will be the preceptor for the program. Anticipate first class in the fall.
8. Bianchi attended a workshop in regard to the critical need designation related to PERS. All rural hospitals participated either in person or via telephone. Public hearing will be held in May. Renown and St. Mary's didn't attend workshop but will most likely be at the hearings. NRHP and NHA have proposed changes to legislation to protect small entities and some opposition may be voiced.
9. PGH will be signing agreement with Renown for telemedicine connectivity as result of FCHIP demonstration project which should commence in August.
10. Humboldt General would like to propose a consortium agreement between HGH, PGH and Battle Mountain to assist with the potential threats from larger providers.
11. Proposal will be presented to Med Staff regarding new credentialing company as current company has been incredibly difficult to deal with.
12. South Lyon CEO, CNO and Revenue Cycle Manager visited facility as they are becoming a CAH facility. Kirsten Hertz visited South Lyon to meet with their Credentialing Coordinator.
13. Roof: Leaks in Clinic, old pharmacy, CT building as well as the LTC hallway and one resident room due to hail damage. Hammon Construction viewed damage and will be back to perform emergency repairs on the CT roof as water was leaking into the power box and will provide a quote for the Clinic roof. Reyman Brothers – Matt Hanson was at the facility and it was determined that the leak in LTC was caused by penetration into the roof for installation of an air conditioning unit that was not properly sealed. Architectural drawing available for hospital roof, however, engineering drawings not complete. Estimated cost roughly \$500,000. Roof can be fixed, but roof needs to be replaced. Leak will be turned in as insurance claim. Adjusters will contact facility. LTC roof will be covered under warranty.

b. Chief Financial Officer: Update

- i. Financial Statements for the period ended March 31, 2016
- ii. Patient Account Write-Offs for February & March 2016
- iii. Revenue Cycle Dashboard

Board took the following action: Boline reviewed the financial documents presented with the Board packet. Motion to accept the financial statements for March 21, 2016 as presented by Lisa Schwarzenberg, second by Dana Tueller. Motion Approved.

Board discussed the February and March patient account write-offs. Carolyn Hultgren moved to approve the patient write-offs for February and March 2016, second by Lisa Schwarzenberg. Motion approved.

Boline reviewed the Revenue Cycle Dashboard as included in the packet.

c. Chief Nursing Officer: Update

- i. 23 residents in LTC. 2 female beds left. Increased staff in LTC daily – 3 CNA's available on day shift.
- ii. Great response by staff at the facility to deal with any potential accidents from storm.

- iii. In-service training conducted in the Acute Department, LTC, ED by Nevada Donor Network.
- iv. Third month of skills training in ED and Acute, staff has chosen subject to present to the rest of the staff. Roughly 35 topics total covered to ensure staff skills are where they need to be.

6) CRITICAL ACCESS HOSPITAL (CAH) ITEMS

a. UNFINISHED BUSINESS

i. Amend By-Laws –

1. Article IV Section 1 – General Powers and Duties of the Board – Approval

- a. The Board shall: 1. Carry out the spirit and intent of NRS 450.000 in its entirety in maintaining a hospital district.

Board took the following action: Motion to approve bylaw change by Carolyn Hultgren with second by Lisa Schwarzenberg. Motion approved.

- ii. Consideration of reallocation of funds raised for Cardiac Rehabilitation and Mammography Programs at Pershing General Hospital in 2008 in the amount of \$11,177.69.

Board took the following action: Board discussed financial distribution options. Motion by Dana Tueller to reallocate \$6,000 of the Cardiac Rehabilitation and Mammography Program funds to the Pershing Healthcare Foundation with the remainder held by PGH for other projects. Second by Lisa Schwarzenberg. Motion approved. Carolyn Hultgren abstained as she is a member of the Pershing Healthcare Foundation.

b. NEW BUSINESS:

- i. Sponsorship of NRHP 19th Annual Golf Tournament

Board took the following action: Motion by Carolyn Hultgren to sponsor the NRHP Golf Tournament at the Gold level of \$1000.00. Second by Dana Tueller. Motion approved.

7) PERSHING HEALTHCARE FOUNDATION: UPDATE

Carolyn Hultgren indicated that the Secretary of State has designated the Foundation as a non-profit organization in the State of Nevada. 501c3 application will be submitted within the next week or so. Checking account has been established. Foundation has accepted its first donation of \$1,000.00. Foundation is seeking individual to design a logo. Art teacher at the PCHS has been approached to see if a student may be interested. Foundation has been offered a free booth at Frontier Days 2016. Foundation will also attend a city council meeting to update on the progress of the foundation. Lisa Schwarzenberg is working on a brochure and donation receipt.

8) OTHER ITEMS

a. CORRESPONDENCE

Bianchi referenced documentation on the Trustee Symposium in board packet.

Pierce invited those present to his 50th anniversary celebration on June 4 to be held at Temptations.

b. LEGAL

None

c. OPEN SESSION

d. OTHER

- i. Review of Emergency Medical Services Assessment Report – discussed under Public Comment.

9) PUBLIC COMMENT

None

Boline indicated to the Board that the Budget meeting will be held in conjunction with the regular board meeting on May 25, 2016.

10) ADJOURN

Joe Pierce adjourned the meeting at 6:40 p.m.

Minutes approved at the Regular Board Meeting May 25, 2016.