

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

**ENTITY:** Pershing General Hospital  
**DATE:** May 25, 2016  
**TIME:** 5:30pm  
**PLACE:** Pershing General Conference Room  
855 6<sup>th</sup> Street

**Attendees:**

Board: Joe Pierce, Carolyn Hultgren, Lisa Schwarzenberg, Charlie Safford, Pat Irwin, Todd Plimpton. Via telephone: Dana Tueller.

Staff: Patty Bianchi, Steve Boline, Patti Speer, Cindy Hixenbaugh, Kathryn Harter, Kirsten Hertz.

- 1) **CALL TO ORDER** by Chairman Joe Pierce at 5:30 p.m.
- 2) **PUBLIC COMMENT** – No public comment
- 3) **WAGE COMMITTEE RECOMMENDATIONS** - Joe Pierce discussed the actions recommended by the Wage Committee consisting of himself, Patty Bianchi, Cindy Hixenbaugh and Steve Boline including:
  - a. In the interest of coordinating the yearly benefits for medical, dental and vision, the wage committee recommends moving the effective date of the Dental and Vision year to January 1. Vision coverage will be locked in for a period of two and one half years, Dental for one and one half years at the existing rate.
  - b. The Wage Committee recommends removing wage disparities between new hire and veteran CNA's. This action will include correcting scale placement for veteran positions.
  - c. The Wage Committee recommends a pay scale adjustment for Housekeeping, Dietary, Laundry and Activity Aide. Starting wage for these positions will be adjusted to \$10.87 per hour with scale corrections for those currently holding the affected positions.
  - d. Given the increase in Long Term Care census, and movement of Christina Dickerman to Long Term Care Director, the Wage Committee recommends restructuring of the Human Resources Director position into Chief Operating Officer (COO). This position would assume some of the areas of responsibility currently handled by the Chief Nursing Officer, allowing her to focus on the Acute, Emergency and Long Term Care areas. The new COO position would coordinate and implement operational projects for PGH. This will enable the CEO to focus on recruitment and retention of professional staff, public awareness, public education and increase community involvement. Cindy Hixenbaugh, Human Resources Director, currently completes some functions of this role and would assume more operational tasks at PGH as the COO. There would be no change in FTE with this recommendation.

**Board took the following action:** After discussion and recommendation of approval from Legal Counsel, Lisa Schwarzenberg moved to approve the Wage Committee recommendations as presented. Motion seconded by Carolyn Hultgren. Motion approved.
- 4) **PUBLIC HEARING: Fiscal year 2016-2017 proposed budget for Pershing General Hospital and Nursing Home**
  - a. Steve Boline, Chief Financial Officer presented via hand outs and Power Point presentation budget recommendations for Fiscal year 2016-17. Motion for approval of budget as presented by Charles Safford, 2<sup>nd</sup> by Lisa Schwarzenberg. Motion approved.
- 5) **CONSENT AGENDA**
  - a. Meeting minutes for April 25, 2016
  - b. Warrants (Check Register)
  - c. Approval of Re-Credentialing for Dr. Leon Jackson for Radiology - POSTPONED
  - d. Appointment of Privileges for vRad Radiologists – Jonathan Bold, Scott Chang, Christopher Hurt, Liat Kaplan, Steven Lengle, Stephanie Runyan.
  - e. Financial Statements for the period ended April 30, 2016
  - f. Patient Account Write-Offs for April 2016
  - g. Contract Renewal for Dr. Kamin Van Guilder

Board took the following action: Item c. was removed from the Consent Agenda, motion by Charles Safford to approve consent agenda, 2<sup>nd</sup> by Lisa Schwarzenberg. Motion approved.

## 6) REPORTS

### a. Administrator/CEO: Update

- i. CEO Bianchi passed around a sample of flooring– it is a poured product, completed by chemical reaction. Pricing information has not yet been received so board will be kept informed. Bianchi thanked the board for accepting the recommendations of the wage committee. Bianchi informed the board that the current bank balance is over \$2 million. Insurance company has denied payment for roof repairs citing the age of the building. Bianchi attended luncheon hosted by Frontier Community Coalition regarding legalized marijuana in Nevada and found it very informative. PGH has hosted its first meeting with Renown in regard to the telemedicine project. This will increase our ability to see and serve patients exponentially. We have also met with a telephone company to upgrade the phone system. During Hospital Week, the PGH Facebook page was unveiled. It is controlled and monitored by Administrative Assistant. Bianchi informed the board that she passed her EMT test and will be applying for membership to the local fire department.

### b. Chief Financial Officer: Update

- i. CFO Boline noted that he had discussed all pertinent items during the budget presentation.

### c. Chief Nursing Officer: Update

- i. CNO Harter indicated that staff had contacted 51% of ER patients for the last quarter and 96% were happy with service. LTC census is 25, 2 patients have been sent out for additional assistance, however, beds must be maintained for their return. Waiting list is in place. Harter has requested addition of 10 more beds as need is there, however, there is a problem with meeting code requirements. LTC Director has been named. Staff has been increased in LTC to accommodate increase in census. Harter indicated that two families that visited facility to participate in care planning for their relative voiced wonderful responses to the care their loved ones are receiving.
- ii. Board Member Safford asked question regarding the need for additional LTC beds. After some discussion, board directed staff to further investigate bringing the building up to code for the transitioning of acute beds to LTC or other options to increase LTC beds available.

## 7) CRITICAL ACCESS HOSPITAL (CAH) ITEMS

### a. UNFINISHED BUSINESS

- i. Critical Needs Designation – Critical Labor Shortage for ER physician.  
CEO Bianchi addressed the board indicating that the initial presentation regarding Critical Needs Designation did not meet the requirements for approval. Bianchi addressed the points as follows:

*Pershing General Hospital requires 24 hour coverage of the Emergency Department, 365 days per year. Emergency Department physicians have continued to prove difficult to employ in a facility located 90 miles from Reno, 72 miles from Winnemucca, and 56 miles from Fallon. The viability of the community of Lovelock and of the facility itself is dependent on the availability of emergency care for locals as well as the traveling public on Interstate 80. In a perfect world, physicians employed by PGH would staff this department, however, due to our remote geographic location, physicians are not eager to work for the facility. Currently, staffing is achieved with contract and employed physicians. The difficulty with this scenario is that contract physicians do not live in the immediate area and are reluctant to travel from urban areas. We are constantly seeking individuals outside of our pool to cover shifts monthly.*

*Historically, a rate of turnover is nearly impossible to calculate as we have not been fully staffed at any point in the last five years. 50% of the physicians currently covering shifts are outside of our typical pool of employed or contracted providers.*

*Of the thirty to thirty-one 24 hour shifts available monthly, our employed/contracted pool of physicians is not large enough to fill required coverage. We are constantly searching for additional providers to meet the needs of the facility.*

*Due to the limited tactical presence within the facility, providers must evaluate and manage patient care with one RN and one CNA vs. teams of individuals staffing Emergency Departments in urban areas, creating an even smaller pool of physicians who will work in rural/frontier medicine.*

*Recruitment efforts for Emergency Department coverage have included a constant presence on the National Health Service Corp website and outreach to all qualified 3Rnet candidates. In the last five years, we have attempted use of a health care recruiter at a facility cost of \$40,000.00 with no result. Our best recruitment tool has been word of mouth via working physicians to their network of colleagues. We must be able to use physicians that are willing to work in the area, which includes providers that are current retirees in the State of Nevada PERS System.*

Pershing County Liaison Irwin indicated to the board that both the Pershing County Sheriff's office and the Lovelock Volunteer Fire Department have been approved for Critical Needs Designations.

**Board took the following action:** Motion by Carolyn Hultgren to approve submission for Critical Needs Designation for Emergency Department Physician. 2<sup>nd</sup> by Charles Safford. Motion approved.

b. **NEW BUSINESS:** None presented.

**8) PERSHING HEALTHCARE FOUNDATION:**

a. Carolyn Hultgren indicated to the board that the Foundation has scheduled September 10, 2016 as the date for the kick off dinner. Dr. Robin Titus from South Lyon Medical Center has agreed to be the guest speaker. Board is working on the IRS 501c3 designation.

**9) OTHER ITEMS**

a. **CORRESPONDENCE** - None

b. **LEGAL REPORT**

i. Legal Counsel reported that he had assisted with a guardianship arrangement for a patient. He also indicated that he had been able to arrange his schedule so he would be able to attend board meetings in person.

c. **OTHER**

i. Acknowledgement of donation of lighted wind sock from Care Flight in the amount of approximately \$350.00

ii. Acknowledgement of receipt of \$300.00 from Grace St. Francis Community Church to the Long Term Care Residents Activities Fund.

**Board took the following Action:** Motion for acceptance of donations by Carolyn Hultgren, 2<sup>nd</sup> by Lisa Schwarzenberg. Motion approved.

iii. Request for sponsorship of the Frontier Community Coalition Cultural Diversity Dinner

**Board took the following action:** After discussion by the board, Lisa Schwarzenberg moved to sponsor the Frontier Community Coalition Cultural Diversity Dinner at the Bronze Sponsorship amount for \$500.00. 2<sup>nd</sup> by Charles Safford. Motion approved.

**10) PUBLIC COMMENT –**

a. Pat Irwin discussed briefly the Pershing County Economic Development and Conservation Act that is currently being considered by the Pershing County Commission. Irwin discussed briefly the potential benefits to the hospital should this bill and consequent sale of lands come to fruition.

**11) ADJOURN:** Meeting adjourned at approximately 7:39 p.m.

**Minutes approved at Regular Board Meeting June 22, 2016.**