



PERSHING GENERAL HOSPITAL & NURSING HOME BOARD OF TRUSTEES  
REGULAR BOARD MEETING MINUTES  
June 22, 2016

**ENTITY:** Pershing General Hospital  
**DATE:** June 22, 2016  
**TIME:** 5:30pm  
**PLACE:** Pershing General Hospital Conference Room  
855 6<sup>th</sup> Street Suite 103

**Attendees:**

**Board:** Joe Pierce, Chairman; Carolyn Hultgren, Vice Chairman; Dana Tueller, Todd Plimpton, Legal Council (via telephone)

**Staff:** Patty Bianchi, CEO; Steve Boline, CFO, Patti Speer, Financial Services Manager; Kathryn Harter, CNO, Christina Dickerman, LTC Director; Helen Joubert, Materials Management; Kirsten Hertz, Administrative Assistant;

**Other:** None

**1) CALL TO ORDER**

Joe Pierce called the Pershing General Hospital and Nursing Home Board of Trustee Regular Board Meeting to order at: 5:32 p.m.

**2) PUBLIC COMMENT**

Kathryn Harter, CNO introduced Christina Dickerman, LTC Director.

**3) CONSENT AGENDA**

- a. Meeting minutes for May 25, 2016
- b. Warrants (Check Register)
- c. Approval of Re-Credentialing for Dr. Leon Jackson for Radiology
- d. Patient Account Write-Offs for May 2016

**Board took the following action:** Dr. Jackson credentialing removed from the Consent Agenda as must be presented to Medical Staff prior to Board approval. Carolyn Hultgren moved to approve consent agenda with the exception of Dr. Jackson's credentialing. Second by Dana Tueller. Motion approved.

**4) REPORTS**

**a. Administrator/CEO: Update**

Patty Bianchi reported that we had not received information on Life Safety Code Updates and will report when information received. Bianchi also referenced the photos distributed related to the new landscaping and equipment as well as the photos of the current state of the Long Term Care furniture. The remaining funds from the mammography and cardiac rehabilitation designation - \$5,700.00 was used to purchase a equipment for Physical Therapy including new stair stepper and special gloves for those with grip difficulties. The new Organizational Chart has been completed and will be implemented July 1, 2016. Kathryn Harter, Christina Dickerman, Lola Montes and Debbie Mock will be traveling to Senior Bridges on Friday to introduce Christina as the new Long Term Care Director as well as discuss issues experienced with our residents. Bianchi reported that she had been interviewed for an economic development video for the county as well as attended the Western Nevada Development District meeting held in Lovelock. She will also be attending the Nevada Economic Development Conference in Reno in September. The board was also informed that after a recent emergency, it was determined that a new crash cart was needed, which has been received this week. Wage adjustments were very well received. Corie Nieto from Renown has been at the facility every two weeks in preparation for the telemedicine project. Strategic planning is still in the works, John Packham has been contacted and we will advise of dates available. It is important to begin succession planning as there are several long term employees that could be retiring in the next few years that will impact the facility.

- b. **Chief Financial Officer: Update – For Possible Action**
  - i. Restatement of the financial statements as of April 30, 2016.
  - ii. Financial Statements for the period ended May 31, 2016
  - iii. Augmentation of the budget for the fiscal year ending June 30, 2016
  - iv. Revenue Cycle Dashboard

**Board took the following action:** Steve Boline discussed the restatement of financial statements as of April 30, 2016. Changes were made to indicate a net income vs. previously stated net loss. Specific figures for restatement are included in the attached documents. Important information to consider is that \$302,000.00 has been invested back into the facility from facility's own cash flow.

Boline discussed the financial statements for month ended May 30, 2016. A new approach was attempted related to the reserve for third party contractual adjustments and uncollectible accounts. Accounts receivable for May was discussed as presented in the attached documents.

Carolyn Hultgren moved to approve the restatement of April 2016 financial statements and May 2016 statements. 2<sup>nd</sup> by Dana Tueller. Motion approved.

Steve Boline discussed the parameters of the Budget Augmentation proposal based on the attached documentation. Carolyn Hultgren moved to approve the budget augmentation in the amount of \$391,759.00. 2<sup>nd</sup> by Dana Tueller. Motion approved unanimously.

Steve Boline discussed the Revenue Cycle Dashboard as included in packet.

- c. **Chief Nursing Officer:**

Kathryn Harter, CNO indicated that with Long Term Care being full at 25 residents, this also presents staffing challenges. Positions have been added. There will be changes in nursing staffing as we move forward. Laura de Los Reyes, LTC Administrative Assistant was instrumental in correcting and issue with a resident's medication that was extremely expensive. Ultimately, Laura worked effectively with the medication manufacturer to receive a scholarship for the medication which will save the facility approximately \$36,000.00 yearly.

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

- a. **UNFINISHED BUSINESS**
  - i. Critical Needs Designation – Critical Labor Shortage for ER physician.  
Designation has been approved allowing individuals that have retired from PERS to come back and work for the facility. Dr. McCart has been contacted and will be scheduled, we have not heard back from Dr. Bannister as yet.
- b. **NEW BUSINESS:**
  - i. Approve Proposal for new Long Term Care Furniture

**Board took the following action:** Patty Bianchi presented information on the new Long Term Care furniture. Discussed costs and presented color and style choices. Helen Joubert presented samples of upholstery choice. Clarification was made that this furniture was for the Long Term Care Dining Room. Dana Tueller moved to approve the purchase of Long Term Care furniture in the amount of \$20,220.68. 2<sup>nd</sup> by Carolyn Hultgren. Motion approved.

## 6) **PERSHING HEALTHCARE FOUNDATION: UPDATE**

Carolyn Hultgren discussed the activities of the Foundation. They will have a booth at Lovelock Frontier Days. Plans continue for the introductory dinner scheduled for September 10, 2016. Fundraiser of paving stones has been discussed. IRS has received application for 501c3 status and Foundation should be notified within 3-6 months of approval.

Brochure also in process. Meeting time has been changed to 4:30 p.m on the third Tuesday of the month.

**7) OTHER ITEMS**

None

**8) PUBLIC COMMENT**

None

**9) ADJOURN:**

Joe Pierce adjourned the meeting at 6:41 p.m.

Approved at Board Meeting July 27, 2016.