



PERSHING GENERAL HOSPITAL & NURSING HOME BOARD OF TRUSTEES
REGULAR BOARD MEETING MINUTES
September 26, 2019

ENTITY: Pershing General Hospital
DATE: September 26, 2019
TIME: 5:30pm
PLACE: Pershing General Hospital Conference Room
855 6th Street Suite 103

ATTENDING: Chairman Joe Pierce, Secretary Charles Safford, Trustee Carolyn Hultgren, Trustee Ted Bendure,
Board: Trustee Dana Tueller
Staff: Cynthia Hixenbaugh, Lynn Broyles, KayDawn Hughes, Bryce Shields, Carol Shank (County Commissioner-Liaison), Pam Weeldreyer.

- 1) **CALL TO ORDER** – By Chair Joe Pierce at 5:47 P.M.
- 2) **PUBLIC COMMENT** – No Public Comment.
- 3) **CONSENT AGENDA - The Board will consider, for possible action, these items in their entirety, without discussion – For Possible Action**
 - a. Meeting minutes for Regular Board Meeting August 22, 2019.
 - b. Warrants (Check Register).
 - c. Patient Account Write-Offs for August 2019.
 - d. Approve proxy credentialing for Renown Telehealth Providers:
Cardiology – Mathew Cain, M.D. and Amanda Huite, PAC.
Pulmonology – William Graham III, M.D. and Thao Choua, M.D.
Surgery – Alyson Crawford, M.D.
 - e. Approval of Reappointment and Clinical Privileges for Drs. William Everts, D.O. and Benjamin Harris, D.O., and Tyson McBride, PA-C.

Motion to approve the consent agenda as presented by Ted Bendure. Seconded by Charlie Safford. Motion passed unanimously.

- 4) **REPORTS**
 - a. **Administrator/Chief Executive Officer Cynthia Hixenbaugh: Update**
 - Cynthia had good news to report. The Pennington Foundation awarded us a grant in the amount of \$1,025,193.00. There will be a special meeting next Thursday at 5:30 for you to officially accept the grant award, give authorization to create an account, authorize signers, and discuss particulars. We will have one year to expend the funds, but there will be some leniency with this if we need more time. We received the check this morning along with the grant agreement. Cynthia showed a copy of the check to those present. Cynthia reported that Richard complimented Cindy on the quality of the grant. Commissioner Shank also expressed that she thought the grant was well-written.
 - The ER staff would have liked to have a portable x-ray machine recently. We would not buy the portable x-ray machine without the money to do it. We will purchase an ultrasound machine, a new injector, and new nurses' stations. \$307,000.00 will be spent on finishing up the flooring in the hospital building as this was one of the items that had to be pulled out of the USDA grant because of the cost of the roof.
 - Helen and Rene will be very busy! Secretary Safford said, "Thank you and good job, Cindy."
 - Our obligation is increasing due to our outpatient Medicaid numbers increasing from 1671 in FY17 to 3454 in FY19. The State sent an addendum to all RHC facilities showing what we will pay through 2024. NRHP is setting up a meeting with the Administrators/CEOs and the State Division of Health Care Financing and Policy (DHCFP) to review the calculations and discuss our ability to pay these amounts over the next 5 years. While we receive the Upper Payment Limit (UPL) a few weeks after we pay the Intergovernmental Transfers (IGT), we have to make sure we have the money to pay it. It has been funded with the tax money we receive, the UPL, and the DSH. Joan Hall at NRHP has been helping Cynthia with this issue. This could become difficult if our volumes

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decrease for long periods. Cynthia will be meeting with Sarah Lamb of DHCFP to gain a better understanding of the history and calculation methods used. The reason outpatient Medicare coverage has increased is because of the Affordable Healthcare Act. With community initiative we are hoping this will create our revenue.

- We are excitedly onboarding Melissa Washabaugh and Jacob Lewis in our Clinic. Melissa will be visiting local organizations to discuss the services she will provide. When we have a firm start date, we will send a press release to the local newspaper, advertise on our webpage, and post on Facebook. Jacob's privileges will need to be approved by Med Staff and the Board next week in order for me to submit for liability coverage for him.
- Cynthia attended the Wipfli Conference this month and found it to be very informative. One of the topics discussed was Cybersecurity. All attendees found something of value at each session.
- Cynthia attended a meeting hosted by NRHP with Director Heidig the Regional Director of Health & Human Services for Region IX. They were able to discuss some of the top issues affecting rural healthcare, which included burdensome regulations that may not apply to small rurals; the opioid crisis and better governmental support of the issues these small towns face; transportation issues from small rurals to urban facilities; and more support/funding for behavior health in Nevada. Cynthia reported that she asked Director Heidig to please think about the very small rurals and our unique situations.

b. Chief Financial Officer Lynn Broyles: Update

i. Financial Statements for the period ended July 31, 2019.

- Lynn guided the board through the statements of Net Position as found in the board packet. From this point forward Lynn will divide the financials into 12 months instead of just four quarters. Lynn is building the tools to show financials by department. She is also working with the Human Resources department to get salaries in order to complete a revised budget for this year.
- There were some inaccuracies with the cash flow as some of it was not properly reported. Lynn will also need to add the grant monies and because of all of these changes, there is now a need to amend the budget. Lynn hopes to have the amended budget for approval by the end of the year. Trustee Bendure asked if we know what the changes in revenue and expenditures are; Lynn responded that there is not enough information at this time to guess.

ii. Revenue Cycle Dashboard

As per the handout, Lynn only presented the numbers that she is confident in presenting and she plans to explain each part of the dashboard as we go through the year.

- Regarding the grant – We are required to follow NRS on purchases and dollar thresholds on bids; we will ensure we follow those as we spend the money.
- Secretary Safford commented that months have gone by and things are not caught up, yet. There is always something to be done. We need to have the audit filed in roughly November and Lynn has spent a great deal of time setting up methods for accurate reporting.
- Lynn is hoping to go to CPSI training that will help her immensely. No one seems to be happy overall with CPSI and it does not seem to be strong in the financial area, but she is intent on making it work.
- Cindy commented that we probably have much better information right now even though we are behind; we are in a much better position right now than we have been in many, many years. So, the time Lynn is spending on building tools is time well-spent. Lynn is learning to work with the current product so she can get the information that she needs out of it.

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Motion to accept the financial statements as presented for the month ending July 31, 2019 by Ted Bendure. Second by Charles Safford. Motion passed unanimously.

c. Chief Nursing Officer Christina Dickerman: Update – Presented by Cynthia Hixenbaugh

i. Utilization Review Report

- Admissions for the month of August: Acute – one private pay, Swing – 0, Emergency – 137.
- There were 17 referrals for LTC and Swing. One LTC and two swing (one was accepted and there were two withdrawals). The declines were due to no payer source or the care exceeded the capacity of our facility. Care exceeds capacity includes severe behavioral issues or medically complicated.
- There were ten (10) transfers. Seven medical-neurologic, three trauma, and zero mental health.
- In Acute/ED we had a patient satisfaction of 93% and verbal kudos to Dr. Everts (times four), Dr. Vacek, Paulette Blochowiak, and Dr. Harris. There were four returns within 72 hours with the same diagnosis and four patients left against medical advice/left without being seen.
- The current census in Long Term Care is 25 and there is a new admission expected next week.

- Staffing updates: Social Worker Shannon Walker is new and Cynthia reported that Christina believes she is going to be a tremendous asset to the team. We are still seeking a Long-Term Care Nurse Manager and Registered Nurse.

d. **USDA Project Update – Loren Bianchi: Given by Administrator Hixenbaugh.**

The project is complete. The punch list will need to be gone through and that will be during the first part of October. As part of NV Rural Health Day, we would like to have an open house and maybe even a pancake breakfast to celebrate the project's completion.

e. **Risk Management Report – KayDawn Hughes**

- The Risk Management Plan approval has been tabled until the following board meeting.
- KayDawn requested that the board members come 15 minutes before the October meeting to receive Emergency Medical Training and Active Labor Act (EMTALA) training. She believes this will help them when approving the PGH EMTALA policy.

f. **Chief Procurement Officer Helen Joubert: Update. Given by Administrator Hixenbaugh.**

Helen has been so busy that there is no time to write a report, but she says, "Hi." She will prepare a report for next time.

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

a. **UNFINISHED BUSINESS - None**

b. **NEW BUSINESS**

- i. Approve Tyson McBride, PA-C's contract renewal.

Motion to approve Tyson McBride's, PA-C employment contract made by Ted Bendure. Second by Carolyn Hultgren. Motion passed unanimously.

- ii. Northern Nevada EMS Consortium sent a letter asking for monetary support to help provide air medical membership for every permanent resident of Pershing County. (\$5,000.00 was donated last year.) **For Possible Action.**

- Cynthia explained how we help provide air medical membership for every permanent resident. Discussion ensued regarding past practice and an appropriate amount to donate. Ted asked if the money is budgeted. Cynthia replied negatively and said that if they donate, it would come out of the administration budget. Charlie would like to hear from the county commissioners, he doesn't mind a bit, but he would like to hear what the county has to say.
- The letter was tabled until the board hears the results of the discussion at the commissioner's meeting.

6) **PERSHING HEALTHCARE FOUNDATION: UPDATE – given by Carolyn Hultgren.**

- Carolyn explained about the luncheon that she and Cindy were invited to. The Lyons Club presented the foundation with a \$1,000 donation that will recur each year.
- The date for the next Foundation Fundraising Dinner has been set for the Saturday of the second weekend in August.

7) **OTHER ITEMS**

a. **CORRESPONDENCE** – no correspondence.

b. **LEGAL**

c. **OPEN SESSION**

- i. **Action regarding litigation or potential litigation** – no action.

d. **OTHER**

- Secretary Safford offered that he has grown accustomed to hearing things a certain way. He can look at the information and make determinations. Due to problems in the past, Charlie is concerned. He feels we are in good shape, but doesn't know it for sure. Because of the new way information is being presented, he seems unsure of how to make determinations from the data. Charlie did not want his words to imply insult or cause people to be defensive. Mr. Shields implored the board to see that these types of comments are appropriate for an open meeting and that comments made outside of the open meeting would not be appropriate. Trustee Bendure offered that he has had conversations with CFO Broyles regarding the finances and is not at a comfort level, yet, but he feels that she is working toward it and does not want it to be negative. Carolyn offered that in the past, she has seen that CFOs have certain patterns; accountants are different; large hospitals are different

than small hospitals; hospitals are different than other businesses. Cynthia commented that Lynn doesn't want to bring you something that she is not comfortable with. Dana summed up the conversation by saying that what she was hearing is that some previous CFOs pulled some numbers out of the air and we've had some anxiety over this. CFO Broyles concluded by reassuring the board members that she appreciates the communication and feels bad that she could not bring August financials at this time.

- Mr. Shields offered that this is why we bring these things up in an open meeting – not outside. If a comment made by a board member pertains to something on the board agenda, it may not be said outside of the board meeting.
- Cynthia reminded the board members that if they have anything they would like on the agenda, please let the office know because it is not our board meeting, it is theirs.
- Ted asked about Medicare Advantage and Cynthia replied that she will email with the correct answer. Ted has been reading about what Medicare For All will do to the rural hospitals and thinks they need to have that information. Carolyn reminisced about the time in June of 1965 when Medicare started.

8) **PUBLIC COMMENT-** no public comment.

9) **ADJOURN:** Chair Joe Pierce adjourned the meeting at 7:27 P.M.