



**PERSHING GENERAL HOSPITAL & NURSING HOME BOARD OF TRUSTEES**

**Regular Board Meeting Minutes  
Thursday, December 17, 2020 - 5:30 P.M.**

ATTENDING: Board: Chair Carolyn Hultgren, Vice Chair Charles Safford, Trustee Joe Pierce, Trustee Dana Tueller, Board Member Elect Phillip Dickerman  
Board via Zoom: Secretary Ted Bendure, Board Member Elect Jayce Montes  
Absent: No board members were absent.  
Staff: Cynthia Hixenbaugh, Lynn Broyles, Lola Montes, Christina Dickerman, KayDawn Hughes, Pam Weeldreyer.  
By Zoom: Bryce Shields-Legal Counsel  
Public: Clancy Hultgren

- 1) **REGULAR MEETING CALL TO ORDER – Chair Hultgren called the meeting to order at 5:30 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 November 19, 2020.
  - b. Warrants (Check Register).
  - c. Acknowledge termination due to withdrawal of reapplication for Arthur Johnson, PA-C, an Emergency Department Locum Tenens, as of October 19, 2020. Termination acknowledged by Medical Staff on December 2, 2020.
  - d. Approve reappointments for Dr. Kamin Van Guilder (Clinic Provider) and Dr. Robert Leckie (Northstar Radiologist). Approved at Medical Staff on December 2, 2020.
  - e. Acknowledge the reappointment of vRad providers Dr. Jonathan Bold and Dr. Shawn Kim

**ACTION**

The Meeting minutes for the Regular Board on November 19, 2020 were not available but will be presented at the January meeting. Hearing no objection, Chair Hultgren approved Consent Agenda items 3) b., 3) c., 3) d., and 3) e.

- 4) **Review and Approval of Annual Independent Audit for the year ended June 30, 2020 – Presented by WIPFLI, LLP.**

Lynn reported that the auditors are not ready with the audit data so she applied for and received an extension from the State of Nevada for our required deadline. The new deadline is at the end of January. Carolyn stated that this item will be postponed until sometime in January and Lynn will keep the Board informed.

**5) REPORTS**

- a. **Risk Manager: Update by KayDawn Hughes**
  - i. Patient Safety Committee, Complaints, and Quality Improvement Report  
NRS 439.875 Patient Safety Committee – The number of sentinel events (unexpected death) was zero. The number of acquired infections in-house for acute was zero and long-term care was zero. There were no recommendations to reduce the number and severity of sentinel events and infections that occurred. There were no complaints for September.
  - ii. Quality Indicator Results for ER visits: 92% goal (quarter 3)
    - Vital Signs within 20 min of discharge: 95%
    - Opioids Prescribing in ER (AB 474): 91% (16 out of 19)
    - Critical Labs Reported to Provider within 60 minutes: 94% (16 out of 17)
    - Emergency Department Transfers Communication: 87.5% (21 out of 24)
- b. **Chief Nursing Officer: Update by Christina Dickerman**
  - i. Critical Access Hospital and Skilled Nursing Facility Utilization
    - Admissions – PGH had one acute admit in November. There were zero swing admits and one observation. There were 114 emergency visits.
    - Transfers – There were six transfers in November.
    - Acute/E.D. – There were six “AMA/Left Without Being Seen.”
    - Long-Term Care – The current census is 24: 22 Medicaid, 1 Private Pay, 2 F. We are not expecting any admits at this time.

- Referrals – Out of 18 referrals for Long-Term Care (LTC) and Swing, we were unable to accept any. We declined 16 referrals due to no payer source, care exceeds capacity, or no open beds. Two withdrew referral. Care exceeds capacity includes severe behavioral issues or medically complicated.

ii. COVID-19 Update

- COVID 19 Immunizations are underway. We received our first Pfizer allotment of 15 doses on December 15 and began immunizing on Dec 16. The next allotment should be Moderna.
- We will soon receive Vapotherms which are warm, humidified High-Flow oxygen delivery systems. We can better serve our community with the surge we are seeing
- We have administered:
  - One course: Remdesivir, broad spectrum antiviral.
  - Three courses: Bamlanivimab monoclonal antibody:
  - Monoclonal antibodies are laboratory-made proteins that mimic the immune system’s ability to fight off harmful antigens such as viruses. The drug Bamlanivimab is a monoclonal antibody that is specifically directed against the spike protein of SARS-CoV-2 and is designed to block the virus’ attachment and entry into human cells.
- There has been a very high increase in the number of COVID 19 cases at a neighboring institution and they have asked PGH for assistance in managing their patient population. We are assisting as we can with those needs.
- Visitation in LTC has been restricted due to high positivity rates in Pershing County. We are now at 41.5%.
- As of yesterday, December 16, 2020, there have been 311 COVID 19 confirmed since March 2020, two deaths, and five hospitalizations.
- Due to the high positivity rate, mandatory COVID 19 staff testing continues twice a week.
- Walgreens plans to come out on December 31 to immunize our LTC residents.
- CMS – COVID – 19 (RT – PCR) Laboratory 14-day Positivity Rate- 41.5% -Red
- These numbers influence the frequency of COVID – 19 testing in the Nursing Home staff and residents.
- Required reporting continues to expand and includes the following: Daily LTC Symptom Surveillance, Daily Bed Occupancy and Symptom, NHSN weekly, Immunization reporting of adverse reactions – Vaccine Finder.
- Staff are being overwhelmed even though we knew what was coming, but they are trying their best to provide the care that is needed. With limited resources, we can only try our best and continue to do a great job. We are used to spending a lot of time with our patients and we are not able to do that due to safety.
- Local EMS use N95s, gowns, gloves, and face shields and are trained on appropriate use of PPE.

c. **Chief Procurement Officer: Update by Helen Joubert – No report**

i. Pennington Grant Purchase Update

ATC Controls has completed the work for the air handler controls and the washer and dryer have been received.

d. **Chief Financial Officer: Update by Lynn Broyles**

i. Approve Financial Statement for November 2020

- Lynn reviewed the Financial Statement for November 2020 with the Board.
- There were 30 days in November but only 19 business days
- We are making expenditures that will be reimbursed with COVID funds. We have not recorded those as revenue yet, so there are some timing issues that are happening between when we are spending it and when we move the funds.
- Part of the delay with the auditors is that they have still not received the rule book as to how they are required to audit some of the stimulus money. Lynn is working closely with the auditors.

**ACTION**

**A motion to approve the Financial Statement for November 2020 was made by Trustee Pierce. Second by Vice Chair Safford. Motion approved unanimously.**

ii. Revenue Cycle Dashboard November 2020

Lynn guided the Board through the November Dashboard.

e. **Revenue Cycle Manager: Debbie was absent - no update given**

i. Patient Account Write-Offs for November 2020

There were no account write-offs for November 2020.

**ACTION**

**A motion to approve the Patient Account Write-Offs for November 2020 was made by Trustee Pierce and hearing no objections, Chair Hultgren accepted Trustee Pierce's motion.**

- ii. Trubridge Financial Analysis for November 2020 – Lynn reported that the analysis will be presented at the January meeting.

f. **Administrator/CEO: Update by Cynthia Hixenbaugh**

- We have two department managers and three employees out due to COVID. Cynthia has stepped in to handle business for the departments affected although staff in both departments have been exceptional in helping with staffing and issues.
- The clinic has a leak in the roof that is affecting the reception area and one of the medical assistant pods. Cynthia also reported on the history of roof issues. Maintenance Manager Loren Bianchi has contacted the roofing company that repaired the scuppers a few years ago to have them walk the roof and provide an estimate on repair or replacement. Maintenance has been on the roof clearing snow and water that has been pooling where the seal is open.

i. Rural Health Clinic Utilization

For the month of November, the clinic saw 618 patients. Of the 618 patients, 16 of those were new patients, 13 were telephone visits and 22 were telemed visits. There was a total of 102 visits that were outside under the tent and of those 72 were tested for COVID. Appointment slots are blocked to accommodate any possible COVID patients as well as any other urgent patient needs. Providers and staff continue to work endlessly to accommodate the community needs.

ii. HICS COVID-19 2020 Update – **For Possible Action**

- Cynthia has attended several virtual meetings related to COVID-19 including an NRHP meeting with Medicaid to address discharge issues from the larger hospitals for recovering COVID. If we are able to accept a recovering COVID with Medicaid, we will receive the ICU rate of \$1,538.00. We have not had any referrals yet, but when we do, the procedure will include contacting the State to sign off on a letter of agreement to allow these skilled patients on our Acute/Swing with the ICU bed rate.
- HICS continues to meet weekly to plan for supplies, equipment, staffing, and to discuss current trends in positive patients and the probability of inpatients in our “COVID” unit. Cynthia participates in a conference call Monday, Wednesdays, and Fridays with Northern Nevada CEOS. The CEOS report their current censuses, PPE needs, staffing issues, and staff COVID positive rates. The larger facilities in Northern Nevada are starting to have beds available either due to increasing staffing levels, or a slight decrease in inpatients utilizing ICU beds and vents.
- We have seen an increase in the number of COVID positive patients in the prison and have made a plan in order to care for the increase and have purchased high-flow oxygen machines. This will help our patients with low pulse oximeter readings.
- In our facility, we began vaccinating with the Pfizer vaccine. Christina is our WebIZ champion with Corrine Alcaraz in the Clinic as back-up. We have concluded that the vials may contain more than five doses so, we may be able to vaccinate more people. So far, no one has exhibited any side effects of the vaccine. Our next shipment may be next week and could possibly be Moderna. The facility was notified today that it may be last minute notification on which vaccine we will receive; we are prepared for either.

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

- a. UNFINISHED BUSINESS – **No unfinished business.**
- b. NEW BUSINESS – **For Possible Action.**
  - i. Approve the 2021 Board of Trustees Meeting Calendar

**ACTION**

**Hearing a general consensus, Chair Hultgren approved the following meeting calendar for 2021: January 28, February 25, March 25, April 22, May 27, June 24, July 22, August 26, September 23, October 28, November 18, and December 23.**

7) **PERSHING HEALTHCARE FOUNDATION: UPDATE by Cynthia Hixenbaugh**

The foundation did not meet during December.

Lola reported that they may have two applicants. Cynthia replied that if they need to have a meeting they will do so.

**8) OTHER ITEMS**

- a. CORRESPONDENCE – **No correspondence**
- b. LEGAL – **None**
- c. OPEN SESSION – **None**
  - i. Action regarding litigation or potential litigation.
- d. OTHER  
Vice Chair Safford requested a reminder for the financial disclosure that is due by January 15, 2021.

**9) PUBLIC COMMENT**

- Cynthia presented plaques commemorating the service of Carolyn Hultgren and Joseph Pierce to their community while serving on the Board of Trustees. Cynthia expressed her appreciativeness on the behalf of Pershing General Hospital for their expertise, knowledge, and experience and was very thankful for their service.
- Vice Chair Safford itemized insights and contributions that Joe and Carolyn provided the hospital and acknowledged the expertise they each brought in guiding the hospital to where we are today and expressed appreciation for their forthrightness.
- Treats and flowers completed the tribute.

**10) ADJOURN: Chair Hultgren adjourned the meeting at 6:41 P.M.**

Respectfully submitted,  
Pam Weeldreyer, PGH Executive Assistant