



PERSHING GENERAL HOSPITAL & NURSING HOME BOARD OF TRUSTEES

Regular Board Meeting

MINUTES

Thursday, May 27, 2021

Education 5:00 P.M.

Meeting 5:30 P.M.

Budget Hearing 5:45 P.M.

ATTENDING: Board: Chair Charles Safford, Vice Chair Ted Bendure, Secretary Dana Tueller, Trustee Phillip Dickerman, Trustee Jayce Montes  
Absent: No Board Members were absent  
Others: Bryce Shields-Legal Counsel, Carol Shank, County Liaison  
Staff Present: Cynthia Hixenbaugh, Lynn Broyles, Christina Dickerman, Debbie Mock, KayDawn Hughes, Lola Montes, Pam Weeldreyer, Carol Merrill, Jennifer McGlothlin, Delphina Swanson, Megan Peterson, Sarina Hamilton, Lisa Ouellette, Christine Pantaleon, Brandi O'Neil

- 1) **5:00 EDUCATION MEETING CALL TO ORDER – Open Meeting Law Presentation given by Bryce Shields, Board Legal Counsel** – The Education Meeting was called to order at 5:03 P.M. by Chair Safford  
An Open Meeting Law slide show presentation was given by Bryce Shields, Board Legal Counsel. Bryce provided handouts for the Board to follow along as he detailed Nevada’s Open Meeting Law.
- 2) **EDUCATION MEETING ADJOURNMENT** – The Education Meeting was adjourned at 5:35 P.M. by Chair Safford.
- 3) **5:30 REGULAR MEETING CALL TO ORDER** – The Regular Meeting was called to order at 5:35 P.M. by Chair Safford.
- 4) **PUBLIC COMMENT** - Public comments and discussion. No action may be taken on a matter raised under this item of the agenda until the matter itself has been specifically included on an agenda as an item upon which action will be taken. Personnel matters will not be heard in public comment. Public comment will generally be limited to 3-5 minutes per person.
  - Mr. Safford recognized Carol Merrill, CNA to make a public comment. Carol Merrill read from a prepared letter that she and Jennifer McGlothlin provided to the Board. Certified Nursing Assistants (CNAs) from PGH came before the Board to “speak about their concerns as a collective group.” They detailed their dedication and responsibilities as CNAs and added that “collectively we feel that these responsibilities alone warrant more than slightly over eleven dollars an hour.” They received a temporary hourly pay increase of \$5.00 last fall from federal COVID funding and asked the Board to have “this pay rate stay in place for the long term” and “improve appropriate scheduling.” Chair Safford also took the opportunity to thank the entire staff at the hospital for their work during the past year. Chair Safford also advised the group about how the Open Meeting Law applies to public comments and because their public comment was not agendaized, the Board is precluded from discussing the comment in an open meeting. Chair Safford continued to advise the group that the Board has several procedures in place, one of which is to take these concerns through a chain of command and asked if the group had gone to their supervisor; the response from Carol was affirmative. The next question from Chair Safford was, “Are you aware that we have a process in place to deal with wages?” Carol responded affirmatively. Chair Safford continued to explain that Secretary Tueller is on that committee, that group made their decision, and the Board passed a 1.5% increase for all employees for the next year including a .5% increase in PERS paid by the employer. Chair Safford thanked the group and reminded them that employees are always welcome to come to the Board to voice their concerns.
- 5) **5:45 PUBLIC HEARING** – Fiscal year 2021-2022 tentative budget for Pershing General Hospital and Nursing Home – **For Possible Action** – The Public Hearing began at 5:47 P.M.  
Lynn Broyles, CFO advised the Board that the tentative budget was accepted by the State. There were two very minimal changes in the assessed values and Lynn asked the Board to approve the tentative budget as the final budget.  
**ACTION**  
**A motion to approve the 2021-2022 Final Budget was made by Vice Chair Bendure. Seconded by Secretary Tueller. Motion approved unanimously.**
- 6) **CONSENT AGENDA** - The Board will consider, for possible action, these items in their entirety without discussion – **For Possible Action.**

- a. Meeting minutes for the Regular Board Meeting April 22, 2021
- b. Warrants (Check Register)

**ACTION**

**A motion to approve the Consent Agenda for April 2021 was made by Vice Chair Bendure. Seconded by Secretary Tueller. Motion approved unanimously.**

**7) REPORTS**

**a. Risk Manager: Update by KayDawn Hughes**

- 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 zero complaints for April.
  - Quality Indicator Results for ER visits – 92% goal (2<sup>nd</sup> Quarter 2021 to date)
    - Vital signs within 20 min of discharge: 96% (222 of 231)
    - Opioids prescribing in ER (AB 474): 60% (3/5)
    - Critical Labs reported to Provider within 60 minutes: 100% (8/8)
    - ED Transfers Communication: 96% (27/28)
  - ◆ Quality Improvement Report
    - ◆ Long-Term Care
      - The Bed Hold Policy was updated, a Bed Hold Agreement was created and added to the admission packet and Discharge/Transfer-Return Anticipated Checklist. Paulie Carson created a Discharge/Transfer Review to keep track of all transfers.
      - Paulie Carson created a new form to monitor any anticoagulant and oxygen therapy given.
      - Expired and unlabeled medications: A medication and supply checklist was created to track out-of-date medications and random checks.

**b. Chief Nursing Officer: Update by Christina Dickerman**

- Critical Access Hospital and Skilled Nursing Facility Utilization
  - Admissions – PGH had four acute admits in April. There were zero swing admits and one observation. There were 156 emergency visits.
  - Transfers – There were twelve transfers.
  - Acute/E.D. – There were five “AMA/Left Without Being Seen” and five “Returns within 72 hours.”
  - Long-Term Care – The current census is 23: 18 Medicaid, three Private Pay, and two Flips. Referrals – Out of 26 referrals for Long-Term Care (LTC) and Swing we were able to accept two. We declined 24 referrals due to no payer source, care exceeds capacity, or no open beds. Care exceeds capacity includes severe behavioral issues or medically complicated.
- COVID-19 Update
  - COVID-19 Immunizations continue. The Pfizer vaccination has been approved and will be used for the 12-17 age group. Christina suspects that Moderna will be approve next for adolescents. PGH has been working closely with the Community Health Nurse to share vaccines due to the requirement to order large numbers of doses.
  - Mandatory COVID-19 staff testing continues monthly.
  - The CMS COVID-19 (RT-PCR) Laboratory 14-day Positivity Rate turned green and is at 0% for May 15-May 18) and the current community total is 199 with eight new cases in the past week. These numbers influence the frequency of COVID-19 testing in the nursing home staff and residents.
  - Required reporting continues. Daily LTC Symptom Surveillance, Daily Bed Occupancy and Symptoms, and Locating Health Daily: number of vaccines on hand. Weekly reporting includes NHSN Weekly and WebIZ weekly reconciliation. A new reporting requirement which will likely be annual is COVID vaccine reporting the nursing home has been added to the list.
- CNO Report
  - Statement of Deficiency
    - We are awaiting acceptance of the plan of correction.
  - Staffing

- ◆ Two nurses have been hired tentatively. One FTE Nurse position remains open.
- ◆ Five FTE CNA positions are open – equals 12 shifts a week that are being covered by the current staff in two departments.
- ◆ One FTE Activities Assistant is open – is being covered by our current staff and a consultant.
- ◆ Depending on enrollment, Majin Certification Training Center will be conducting a CNA class in the fall.
- ◆ PGH is researching the possibility of becoming a CNA class training site. The Nevada State Board of Nursing is coming tomorrow for CNA class site approval.

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

- Lynn reported that Medicare and Medicaid audits for the Cost Report for June 30, 2020 are taking place.
- i. Approve Financial Statement for period ending April 30, 2021 – For Possible Action  
Lynn presented the financial statements for February 2021 and reviewed the information provided to the Board in the financial narrative document included with the packet.

**ACTION**

**A motion to approve the Financial Statement for the period ending April 30, 2021 as presented was made by Vice Chair Bendure. Second made by Secretary Tueller. Motion approved unanimously.**

- Revenue Cycle Dashboard April 2021
  - ◆ The dashboard is continuing to provide a 12-month timeframe to look at. We picked up a couple more green-spots this month and is reflective of patients we had in February.

d. **Revenue Cycle Manager: Update by Debbie Mock – Given by Marti Nolan**

- Patient Account Write-Offs for April 2021 – **For Possible Action**
  - ◆ The Account Write-Offs are \$14,021.90 this month due to new billing software and insurance companies changing and enforcing their timely filing timeframes, specifically BC/BS.
  - ◆ Debbie has been working on a new contract with SilverSummit/Ambetter and hopes to reach an agreement soon.

**ACTION**

**A motion to approve the Patient Account Write-Offs for April 2021 was made by Trustee Dickerman. Second made by Vice Chair Bendure. Motion approved unanimously.**

- TruBridge Financial Analysis for April 2021 was included in the packet. Marti Nolan reviewed the information with the Board in Debbie Mock's absence.

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

- Rural Health Clinic Utilization
  - For the month of April, the clinic saw 715 patients. Of the 715 patients, 26 of those were new patients, five were telephone visits, 19 were telemedicine visits, and 44 were occupational health visits. There were 51 visits outside under the tent. Appointment slots continue to be blocked to accommodate any possible COVID patients as well as any other urgent patient needs.
  - The clinic is also blocking time for giving vaccines. Tyson McBride, PA-C is working with the school to gather statistics from parents who are interested in having their child(ren) ages 12-17 receive the vaccine. The clinic will begin scheduling days to give those vaccines as well. If there is a large amount interested, the clinic will discuss with the health nurse possibilities of holding a pod in order to capture this age group.
  - Coordination of this year's FREE sports/school physical days is taking place with the school nurse and PGH staff. PGH will be offering two half days at the high school in June. The school will include flyers in the students end-of-year packet. After those two days, students can be seen in the clinic by appointment for \$25.00. Once school begins, physicals will increase to \$50.00.
- Administrator's Report
  - We are in negotiations with SilverSummit Health who has received the State Health Insurance Exchange contract for rural Nevada. Debbie found several areas in the agreement that needed attention not only by our facility, but the other rural facilities who had already signed. Because the contract is not ready for signature, I have agreed to sign a Letter of Agreement with the intent to amend before January 2022. This will give PGH and the other facilities time to fix the contract language.

- The County/City have formed a committee to find alternatives to the County Emergency Medical Service due to a lower than usual number of volunteers. Cindy approached NRHP and the Office of Rural Health to review the last assessment that was done for Pershing County EMS as the committee continually discusses the hospital. The assessment will help determine if this would be a feasible and responsible option for PGH. The Chief of EMS for HGH is coming to visit PGH to discuss what they can do for us as well. HGH takes many of our transfers to Reno.
- A legislative update will be provided at the next Board meeting regarding legislation that will affect healthcare. NHA and NRHP have been lobbying tirelessly for healthcare during this legislative session.
- Pershing County has eight new positive cases and more were expected due to exposure levels. Pershing County as of last week remains at 199 total positive cases in the community. The rest are from the prison. PGH still requires staff and visitors to wear masks in the facility in compliance with CDC and State guidance for healthcare facilities. The County Health Officer is currently polling the community for interest in the Pfizer vaccine for children 12 years and up.
- The Nevada Hospital Association (NHA) HealthPAC Campaign is under way and our goal is \$267. Please consider a contribution to this important campaign.

#### 8) CRITICAL ACCESS HOSPITAL (CAH) ITEMS

- UNFINISHED BUSINESS – None
- NEW BUSINESS – **For Possible Action**
  - Approval of Locum Tenens Agreement for William Everts, D.O., ER Physician – **For Possible Action ACTION**  
**A motion to approve the Locum Tenens Agreement for William Everts, D.O., ER Physician was made by Vice Chair Bendure. Second made by Trustee Dickerman. Motion approved unanimously.**

#### 9) PERSHING HEALTHCARE FOUNDATION: Update by Cynthia Hixenbaugh

- Cynthia confirmed that the Foundation Fundraising Dinner is still on for August 14, 2021 – tickets are \$45 each and the theme is Basque Family Style dining.

#### 10) OTHER ITEMS

- CORRESPONDENCE – **For Possible Action**  
The NHA HealthPAC Campaign form was included in the packet for the Board members.
- LEGAL – None.  
The Pershing General Hospital and Nursing Home Board of Trustees may by law receive information from legal counsel regarding potential or existing litigation involving a matter over which the Pershing General Hospital and Nursing Home Board of Trustees has supervision, control, jurisdiction or advisory power, and such gathering does not constitute a meeting of the Pershing General Hospital and Nursing Home Board of Trustees pursuant to NRS 241.015.
- OTHER – None.

#### 11) PUBLIC COMMENT – None.

#### 12) ADJOURN: **For Possible Action.** The meeting was adjourned at 7:17 P.M. by Chair Safford.

Respectfully submitted,  
Pam Weeldreyer, PGH Executive Assistant