



PERSHING GENERAL HOSPITAL & NURSING HOME BOARD OF TRUSTEES  
Regular Board Meeting  
**MINUTES**  
Thursday, July 22, 2021

ATTENDING: Board: Chair Charles Safford, Vice Chair Ted Bendure, Trustee Phillip Dickerman, Trustee Jayce Montes, Secretary Dana Tueller  
Absent: No Board Members were absent  
Others: Board Council Bryce Shields, County Liaison Carol Shank  
Staff Present: Cynthia Hixenbaugh, Lynn Broyles, Christina Dickerman, Debbie Mock, Pam Weeldreyer, KayDawn Hughes, Lola Montes  
Staff by Zoom: Dr. Van Guilder

- 1) **CALL TO ORDER** – Chair Safford called the meeting to order at 5:30 P.M.
- 2) **PUBLIC COMMENT** - None
- 3) **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 June 24, 2021
  - b. Warrants (Check Register)
  - c. Acknowledge resignation of Renown Telehealth provider Dr. Burton Tabaac.
  - d. Acknowledge proxy credentialing for the following Renown providers: Dr Danish Atwal, APRN Deborah Baker, APRN Jennifer Griffo, Dr. Johanna Gruen, Dr. Jennifer Hagen, PAC Robert Nalumaluhia, Dr. Ann Pratt, and Dr. Christopher Wilson.

**ACTION**

**A motion to approve the Consent Agenda as presented was made by Vice Chair Bendure. Second made Secretary Tueller. Motion approved unanimously.**

4) **REPORTS**

- a. **Risk Manager: Update by KayDawn Hughes**
  - i. NRS 439.875 Patient Safety Committee Update - 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.
  - ii. Complaints, Quality Indicator Results – There were two complaints and both were resolved.
  - iii. Quality Improvement (QI) Report - 92% goal (2<sup>nd</sup> quarter results)  
Vital signs within 20 min of discharge: 98% (408 of 418)  
Opioids prescribing in ER (AB 474): 55% (6/11)  
Critical Labs reported to Provider within 60 minutes: 91% (21/23)  
ED Transfers Communication: 98.04% (50/51)
    - Cindy offered that she can ask Joan Hall come to a meeting and explain the quality measures.
    - KayDawn reported that LTC Director Paulie designed new monitoring forms and reorganized the LTC medication room. Prompted by a question from Vice Chair Bendure, Christina added that Paulie will be starting an EMAR (Electronic Medication Administration Record) program towards the end of September that will help with monitoring medications in LTC.
    - In LTC -they have updated the weight monitoring system within CPSI that allows our registered dietician to monitor the weight of our residents and make necessary adjustments with our dietary department in a timely manner.
    - KayDawn reported that after five rejections Lola and she received their approval and can now train Cultural Competency. PGH is the only rural hospital that has an approved program.
- b. **Chief Nursing Officer (CNO): Update by Christina Dickerman**
  - i. Critical Access Hospital (CAH) and Skilled Nursing Facility (SNF) Utilization Report

- Admissions – PGH had no acute admits in June. There were zero swing admits and zero observations. There were 152 emergency visits.
  - Transfers – There were 20 transfers.
  - Acute/E.D. – There were two “AMA/Left Without Being Seen” and three “Returns within 72 hours.”
  - Long-Term Care – The current census is 23: 20 Medicaid, three Private Pay, and zero Flips. Referrals – Out of 24 referrals for Long-Term Care (LTC) and Swing we were able to accept one. We declined 23 referrals due to no payer source, care exceeds capacity, or no open beds. Care exceeds capacity includes severe behavioral issues or medically complicated.
- ii. COVID-19 Update and CNO Report
- CMS – COVID-19 - We are seeing positive cases and with those cases we are sending them out for variant testing. Dr. Van Guilder reported that she has not received results on the testing for the Delta variant; the state is about a month behind in sending out the reports. The Delta variant is the most predominant variant and spreading the fastest of any of them so far.
  - Christina said that it has been a pleasure to work for PGH and has learned a lot. She will miss Pershing General. Chair Safford said that he will miss Christina’s positive attitude and wonderful rapport with the staff here. He wished her well and Vice Chair Bendure agreed.
- c. **Chief Financial Officer: Update by Lynn Broyles**
- i. Read-review unadjusted and unaudited draft of the Financial Statement for the period ended June 30, 2021 – **For Possible Action**
- Lynn detailed the unadjusted and unaudited draft of the financial statement for the period ending June 30 by initially describing the statement itself. This report does not include many of the pending year-end adjustments. Lynn explained that we would be filing the report near the end of the calendar year.
  - Lynn is working on the reconciliation for the Provider Relief Funds that were received prior to June 30, 2020. The remaining balance is due back to the government by Sept 30, 2021.
- ACTION**  
**Chair Safford stated that he acknowledges receipt of the unadjusted and unaudited draft of the financial statement for the period ending June 30. Motion approved unanimously.**
- ii. Revenue Cycle Dashboard
- Lynn presented the Revenue Cycle Dashboard. There is now a column for the previous year in order to make comparisons. Lynn gave kudos to Debbie for gross AR days of 51 which is well within our goal of 55 days.
- d. **Revenue Cycle Manager: Update by Debbie Mock**
- i. Approval of the Patient Account Write-Offs for June 2021 – **For Possible Action**  
 Debbie provided the Board with the Patient Account Write-Offs for June 2021.  
**ACTION**  
**A motion to approve the Patient Account Write-Offs for May 2021 was made by Trustee Dickerman. Second made by Secretary Tueller. Motion approved unanimously.**
- ii. TruBridge Financial Analysis
- Debbie presented the TruBridge Financial Analysis to the Board.
- iii. Revenue Cycle Manager Report
- Debbie announced that Marti Nolan gave her notice and will be leaving by the end of the month; Humboldt General hired Marti as an EMT. There is a plan in place that includes moving employees around.
- e. **Administrator/CEO: Update by Cynthia Hixenbaugh**
- i. Rural Health Clinic Utilization Report
- For the month of June, the clinic saw 637 patients. Of the 637 patients, 24 of those were New patients, five were Telemed Visits and 25 were Occupational Health Visits. There were 41 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.

- We have been scheduling COVID Vaccines since April 15<sup>th</sup> and at the end of June, we have given 189 vaccines. We are now scheduled through the end of August with many of those days already booked and will continue to schedule as long as the need is there.
- We have four more school sports physical days blocked out at a reduced rate of \$25.
- All providers will be attending the weekly NRHP and LiCON opioid webinar series beginning Tuesday, August 10 and going through September 21 from 8-9 am. Each week has a different topic and our providers will attend.

ii. Administrator's Report

- CT Grant – Cynthia submitted the Helmsley Trust grant and got word from Scott Johnson our representative at the trust that it looks great. Helmsley requested that we get 64-slice and 80-slice quotes as they want to get all rural facilities new CTs with a minimum capability of 64-slice. Currently, the grant is for up to \$400k, but the 64-slice machines may be over that amount.
- The new MRI is in Yerington, but it should be in the parking lot soon, so take a look when you leave the meeting tonight.
- OSHA is requiring an Emergency Temporary Standard for COVID-19 which requires employers to create a plan to keep our staff safe from COVID in the workplace. It will be reviewed by non-managerial employees and Cynthia hopes to have it to the Board for approval next month.
- We have an Interim CNO arrive from Kansas on Sunday. She will start on Monday and begin a transition process with Christina and Cynthia as well as complete an evaluation for PGH. The CNO position is a required position and the Interim CNO will assist with the hiring of that position.
- We will be receiving a \$230,000.00 SHIP grant for COVID testing and mitigation in the rural hospital clinic. It will not be used for vaccines.
- Cynthia thanked the dietary staff for being great team players. Nicole and her staff have been helping in the LTC with activities for our residents. Nicole is a valuable asset to Pershing General Hospital. There is also a carnival being planned by Nicole and Paulie.
- Cynthia expressed her sadness with Christina leaving. Christina will stay on casual call so she will continue to be helpful.
- Vaccinations - if it becomes mandatory to have a vaccine, Cynthia expressed her concern that more people will leave health care. The vaccination rate for Pershing County is almost 30%.

5) CRITICAL ACCESS HOSPITAL (CAH) ITEMS

- a. UNFINISHED BUSINESS – None
- b. NEW BUSINESS – For Possible Action

- i. Review and approve the Debt Management Statement FY22

This is verification that we have not borrowed in excess of our legal limit and is required by the Department of Taxation. The indebtedness portion reflects the details of what we have owing.

**ACTION**

**A motion to approve the Pershing County Hospital District Debt Management Statement FY22 with the exception of the Mineral County Hospital District, Lander County Hospital District, and Humboldt County Hospital District was made by Vice Chair Bendure. Second made by Secretary Tueller. Motion approved unanimously.**

- ii. Review and approve the Capital Improvement Plan (CIP) FY22

This is also required by the Department of Taxation and lays out for the plan for the next five years of what we expect our capital improvements to be. Lynn reported that we got everything done last year that we said we were going to. This is a living document that is similar to a budget.

**ACTION**

**A motion to approve the Capital Improvement Plan (CIP) FY22 was made by Vice Chair Bendure. Second made by Trustee Dickerman. Motion approved unanimously.**

- iii. Approve Moisture Management and Mold Remediation Protocol

Our property insurance requires that we have a moisture management and mold remediation plan.

**ACTION**

**A motion to approve the Moisture Management and Mold Remediation Protocol was made by Vice Chair Bendure. Second made by Trustee Dickerman. Motion approved unanimously.**

**6) PERSHING HEALTHCARE FOUNDATION: Update by Cynthia Hixenbaugh**

- Lola is the new Chair for the foundation.
- The Foundation Dinner will be held on August 14<sup>th</sup> doors open at 5:30 P.M. dinner at 6:00 P.M. The cost is \$45/ticket.

**7) OTHER ITEMS**

a. CORRESPONDENCE

NRHP's annual fundraiser golf tournament is coming up on September 20, 2021.

b. 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.

c. OTHER – **None**

**8) PUBLIC COMMENT - None**

**9) ADJOURN: Chair Safford adjourned the meeting at 7:18 P.M.**

Respectfully submitted,

Pam Weeldreyer, PGH Executive Assistant