



PERSHING GENERAL HOSPITAL & NURSING HOME BOARD OF TRUSTEES
Regular Board Meeting
MINUTES

Thursday, June 24, 2021 at 5:30 P.M.

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

- 1) **CALL TO ORDER – Chair Safford called the meeting to order at 5:32 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 the Regular Board Meeting May 27, 2021
 - b. Warrants (Check Register)
 - c. The following physicians have been reappointed at vRad: Dr. Laurie Gutstein, Dr. Peter Verhey, and Dr. Thomas Vreeland. Approval by proxy.

ACTION

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

4) **REPORTS**

- a. **Risk Manager: Update by KayDawn Hughes – no report.**
- b. **Chief Nursing Officer (CNO): Update by Christina Dickerman**
 - i. Critical Access Hospital (CAH) Utilization Review and Skilled Nursing Facility (SNF) Utilization Review
 - Admissions – PGH had two acute admits in May. There were zero swing admits and two observations. There were 144 emergency visits.
 - Transfers – There were fifteen transfers.
 - Acute/E.D. – There were three “AMA/Left Without Being Seen” and seven “Returns within 72 hours.”
 - Long-Term Care – The current census is 24: 19 Medicaid, three Private Pay, and two Flips. Referrals – Out of 21 referrals for Long-Term Care (LTC) and Swing we were able to accept one. We declined 20 referrals due to no payer source, care exceeds capacity, or no open beds. Care exceeds capacity includes severe behavioral issues or medically complicated.
 - ii. CNO Report
 - Staffing – We are still recruiting.
 - We have tentatively hired a Social Worker to begin mid-July.
 - The Activities Assistant position is being covered by current staff and a consultant.
 - There are nine FTE positions that are being covered by our staff.
 - The Majen Certification Training Center CNA class has fallen through. PGH is actively becoming a CNA training site and have signed an agreement with PCSD as our Academic Administrator. We will submit an application for approval by the Nevada State Board of Nursing board meeting on July 28, 2021.
 - Statement of Deficiency Update
 - The Plan of Correction was accepted by the state, but we are waiting on official acceptance from CMS. PGH has a new 4-star rating.
 - iii. COVID-19 Update
 - COVID 19 immunizations continue.
 - Mandatory COVID 19 staff testing continues bi-weekly.

- CMS – COVID-19 (RT-PCR) Laboratory 14-day Positivity Rate is 4.8% and in the green and there has been no change in the community total. Together, 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 WebZ weekly reconciliation. A new reporting requirement which will likely be annually is COVID vaccine reporting in the nursing home.
- Christina added that she has given her resignation as CNO and her last day will be August 3, 2021.

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

- The PPP loan has been filed and acknowledged by the bank. Lynn anticipates that the whole loan will be forgiven but also anticipates paying the 1% interest.
- We have not heard the final word on the ongoing Medicaid survey but should hear something before the next Board meeting.
 - i. Approve the Financial Statement for the period ending May 31, 2021 – **For Possible Action**
Lynn presented the financial statement for May 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 May 31, 2021 was made by Vice Chair Bendure. Second made by Trustee Montes. Motion approved unanimously.

- ii. Revenue Cycle Dashboard
Lynn will ask CPSI to have the formulas updated to include a column for the 13th month as soon as their representative comes back from vacation.
- iii. Approve the Fiscal Year 2020-2021 Augmented Budget for 6-30-2021– **For Possible Action**
Lynn reviewed the change to the budget and reminded the Board that the Augmented Budget is due to the state before the end of the month.

ACTION

A motion to approve the Fiscal Year 2020-2021 Augmented Budget for 6-30-2021 was made by Vice Chair Bendure. Second made by Trustee Montes. Motion approved unanimously.

d. **Revenue Cycle Manager: Update by Debbie Mock**

- i. Approval of the Patient Account Write-Offs for May 2021 – **For Possible Action**
Debbie provided the Board with the Patient Account Write-Offs for May 2021. Debbie also provided an explanation of the difference between provider insurance credentialing and provider credentialing to work. The facility side of the accounts were paid, it was the provider cost portion that was not and were written off. We may always see this type of write-off in the future. Some claims are still pending so there will be more for June's Write-Offs.

ACTION

A motion to approve the Patient Account Write-Offs for May 2021 was made by Trustee Dickerman. Second made by Trustee Montes. Motion approved unanimously.

- ii. TruBridge Financial Analysis
Debbie presented the TruBridge Financial Analysis for the Board's information.
- iii. Revenue Cycle Manager Report
Debbie announced that Laura De Los Reyes passed her coding test to become a certified coder and is doing a great job.

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

- i. Rural Health Clinic
 - For the month of May, the clinic saw 627 patients. Of the 627 patients, 13 of those were new patients, 11 were telephone visits, 20 were telemedicine visits, and 37 were occupational health visits. There were 44 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.
 - COVID Vaccines have been scheduled since April 15 and to-date, we have given 166 vaccines. We have had some interest in the 12-17 age group but not as many as we would like to see. We are scheduled through the first part of August with many of those days already booked and will continue to schedule as long as we are not wasting too many.

- The free school physicals were held over the last two weeks. We had 52 the first day and 28 on the second day. The numbers are down from what we have seen in the past. We have five half days scheduled for appointments in the clinic at \$25.00 and after those days we will be charging \$50.00 per physical.

ii. Administrator's Report

- In February, PGH was referred to the Helmsley Charitable Trust by the Office of Rural Health as a possible candidate for their current grant. Cindy expressed the need for a new CT as a high priority need based upon the age of our current machine. A representative reached out to the facility to request information about our CT needs. Cynthia explained the history of our current machine.
- Cynthia is submitting a grant for up to \$100K for COVID vaccine education and testing needs.
- Another SHIP grant is coming our way and can be used for training, education, marketing of the vaccines, and/or a vehicle picking patients up to bring to get a vaccine or testing, etc.
- June 30 is the deadline to use the PRF funds. The National Rural Hospital Association (NRHA) and American Hospital Association (AHA) are advocating for the Department of Health and Human Services (HHS) for an extension for the use of PRFs (Provider Relief Funds) we received before June 30, 2020. We are hoping that they allow an extension as many rural providers are still in the process of renovation projects for COVID, continuing staff issues, costs of COVID tests, equipment outstanding, etc. The cost for 1000 IDNow tests is \$41,000.00.
- Cynthia is providing COVID retention compensation to employees who have worked a set number of hours throughout the pandemic starting in October. Through thorough research and confirmation from our auditors, we have the ability and are allowed to use the PRF funds to do this for our employees who absolutely deserve it and who have worked so hard whether they were in direct patient care wearing their full PPE out in the sun, cold, or rain to the people who assisted patients on a daily basis. The amount will be based on number of hours worked and will cost roughly \$100,000.00 High-wage earners (over \$197,000.00) are ineligible for compensation using PRFs. Once the Paycheck Protection Program (PPP) loan is forgiven, we could look at giving the high-wage earners an incentive for their hard work and loyalty during the pandemic.
- Director of Nursing (DNO) position – We have one employee interested in the position. If we move forward with that hire, we will need an interim director until a replacement is hired. We've had no interviews yet.
- Staffing in LTC.
 - Cynthia reviewed CNA staffing. We hired one new CNA, one NAT (Nurse Aide in Training), and we have another experienced CNA who is being interviewed next week. We also have agency CNAs available. This will all hopefully get us through the upcoming CNA program.
 - We use the Nevada Hospital Association's (NHA) salary survey to help determine wage scales. The CNA scale was about 10% low from the NHA salary survey and we adjusted it accordingly;
- HIC Trailer Update – Loren is putting in a concrete pad for the HIC trailer and the trailer itself will be here tomorrow. Acute will be able to use it for COVID should they need it and we will take it to the park on Frontier Days.
- We have Contract Flooring coming next week to provide a quote.
- The wonderful MRI will be unveiled in August for local leaders and media. Four hospitals will share the MRI; Battle Mountain General Hospital, Mount Grant, South Lyon and PGH. The Pennington Foundation paid for the state-of-the-art unit and trailer. We should be able to have it in use for patients at the end of July.
- We fixed the roof on the clinic and that fix will give us another five years.

5) CRITICAL ACCESS HOSPITAL (CAH) ITEMS

- a. UNFINISHED BUSINESS – **For Possible Action**
- b. NEW BUSINESS – **For Possible Action**
 - i. Approve the reappointment and clinical privileges for Benjamin Harris, D.O. Approved at Medical Staff on June 9, 2021. **For Possible Action.**
 - ii. Approve the reappointment and clinical privileges for Melissa Washabaugh, APRN, MSN. Approved at Medical Staff on June 9, 2021. **For Possible Action.**
 - iii. Approve the reappointment and clinical privileges for Tyson McBride, PA-C. Approved at Medical Staff on June 9, 2021. **For Possible Action.**

- iv. Approve the reappointment and clinical privileges for William Everts, D.O. Approved at Medical Staff on June 9, 2021. **For Possible Action.**
- v. Approve the reappointment and clinical privileges for Jacob Lewis, PA-C, MPAS. Approved at Medical Staff on June 9, 2021. **For Possible Action.**
- vi. Approve the vRad Schedule 1 – List of Physicians for Telemedicine. Approval with a signature is requested of the medical staff and the governing body. The following providers are being added by proxy credentialing: Lawrence Briggs, Deborah Conway, Keiron Kennedy, Scott Kerns, Jerome Klein, Christine Lamoureux, Donald Nicell, Scott Sullivan, and Duane Wilson. Approved at Medical Staff on June 9, 2021. **For Possible Action.**
- vii. Approve the Provider Request for Modification of Clinical Privileges for Tyson McBride, PA-C to apply biological and non-biological applications to wounds at the clinic or hospital as needed. Approved at Medical Staff on June 9, 2021. – **For Possible Action.**

ACTION

Items 5) b. i. through 5) b. vii. were combined and a motion to approve all privileges, the vRad Schedule 1, and the Request for Modification of Clinical Privileges for Tyson McBride, PA-C was made by Vice Chair Bendure. Second made by Trustee Dickerman. Motion approved unanimously.

- 6) PERSHING HEALTHCARE FOUNDATION: Update by Cynthia Hixenbaugh**
Dinner August 14, 2021, \$45.00 per ticket, the dancers are unable to perform.

7) OTHER ITEMS

- a. CORRESPONDENCE – **None**
- 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 – No Public Comment

9) ADJOURN: Chair Safford adjourned the meeting at 7:26 P.M.

Respectfully submitted,
Pam Weeldreyer, PGH Executive Assistant