



PERSHING GENERAL HOSPITAL & NURSING HOME BOARD OF TRUSTEES
Regular Board Meeting
MINUTES
Thursday, August 26, 2021

ATTENDING: Board: Chair Charles Safford, Vice Chair Ted Bendure, Trustee Phillip Dickerman, Trustee Jayce Montes
Absent: Secretary Dana Tueller
Others: County Liaison Carol Shank
Zoom: Board Council Bryce Shields
Staff Present: Cynthia Hixenbaugh, Lynn Broyles, Teri Grassau, Debbie Mock, KayDawn Hughes, Lola Montes, Pam Weeldreyer
Staff by Zoom: Dr. Van Guilder
Public: Rod Wilcox

- 1) **CALL TO ORDER** - Chair Safford 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 the Regular Board Meeting July 22, 2021
 - b. Warrants (Check Register)
 - c. Approve the vRad reappointment of Dr. Maryellyn Gilfeather and Dr. Scott Kerns by proxy.

ACTION

A motion to approve the Consent Agenda as presented was made by Trustee Dickerman. Second made Trustee Montes. 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 – There were four complaints and all were resolved.
Quality Indicators - 92% goal (July & August)
 - Vital signs within 20 min of discharge: 98% (146 of 149)
 - Opioids prescribing in ER (AB 474): 100% (2/2)
 - Critical Labs reported to Provider within 60 minutes: 100% (13/13)
 - ED Transfers Communication: 100% (24/24)Quality Improvement Report – LTC and Dietary
 - LTC Bed Hold – had one transfer and bed hold policy was in packet.
 - LTC Anticoagulant/Oxygen therapy: new monitor form was given.
 - LTC Expired & unlabeled medications: Medication and Supply out of date checklist was created along with a random check process. Paulie found inconsistencies and will do nurse education.
 - Dietary – Weight monitoring: The Registered Dietician having access to Point Click Care has made an improvement in the communication process of the weights and dietary orders.
- b. **Chief Nursing Officer:**
 - Introduction: Teri Grassau, RN, Interim CNO – Teri provided the Board with a review of her background and expressed that she looks forward to meeting everyone.
 - Staffing
 - There are two open FTE nurse positions and one float position that equal six shifts a week that are being covered by our current staff.
 - There are nine open FTE CNA positions that equal 27 shifts a week that are being covered by our current staff.

- Gary Stewart is our permanent Social Worker. Gary joined us in July and is a much-welcomed addition to our team. His licensure is now complete and he is able to perform all functions of the job.
 - Activities Director position open that is also being covered by our current staff. We recently identified an applicant for this position.
 - There are 19 CNA applicants for our nine open positions. We have currently identified six applicants for our CNA training class. We have received final approval from the state to become a CNA training site here at PGH. The class will begin Sunday, August 29, 2021. Once they have successfully completed the training, we will move them to hiring status, approximately November 01, 2021.
- i. Critical Access Hospital (CAH) and Skilled Nursing Facility (SNF) Utilization Report
- Admissions – PGH had one acute admit in July. There were zero swing admits and one observation. There were 110 emergency visits.
 - Transfers – There were 22 transfers.
 - Acute/E.D. – There were three “AMA/Left Without Being Seen” and five “Returns within 72 hours.”
 - Long-Term Care – The current census is 22: 18 Medicaid, and three Private Pay.
- Referrals – Out of 28 referrals for Long-Term Care (LTC) and Swing we were unable to accept any. We declined 28 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
- The FDA gave full approval for Pfizer’s COVID-19 vaccine Monday 8/23/21
 - COVID 19 Immunizations continue.
 - Visitation is CLOSED in LTC due to the increase in COVID-19 cases from the Delta variant both statewide and nationally. Residents may visit with their loved ones at their window or via ZOOM.
 - Mandatory COVID 19 staff testing continues at twice a week.
 - CMS – COVID – 19 (RT – PCR) Laboratory 14-day Positivity Rate is at 22.7% (in the yellow status). These numbers influence the frequency of COVID – 19 testing in the Nursing Home staff and residents.
 - Required reporting continues and includes:
 - Daily LTC Symptom Surveillance
 - Daily Bed Occupancy and Symptoms
 - NHSN weekly
 - Locating Health Daily: Number of vaccines on hand
 - RedCap Aggregate: weekly vaccination reporting
 - WebIZ: weekly reconciliation
- c. **Chief Financial Officer: Update by Lynn Broyles**
- i. Approve Financial Statement for period ending July 31, 2021 – **For Possible Action**
Lynn updated the Board regarding the positive financial stability of PGH. The July financial statement will be presented for approval at the September Board Meeting.
No Action Taken
- ii. Update on Paycheck Protection Program (PPP) loan for Pershing County Hospital District
Lynn reported that the PPP loan was forgiven and we also received forgiveness on the interest portion of the loan.
- iii. Revenue Cycle Dashboard – the dashboard for July will be presented at the next Board meeting.
- d. **Revenue Cycle Manager: Update by Debbie Mock**
- i. Approval of the Patient Account Write-Offs for July 2021 – **For Possible Action**
Debbie reviewed the patient account write-offs with the Board. Write-offs were due to inaccurate coding for COVID, no authorization on file for home visit, and due to timely filing.
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 July 2021 TruBridge Financial Analysis to the Board. She highlighted hospital accounts receivable, private pay percentages, accounts over 120 days from discharge, and the bad debt write off analysis.
- e. **Administrator/CEO: Update by Cynthia Hixenbaugh**
- i. Rural Health Clinic Utilization Report
- For the month of June, the clinic saw 660 patients. Of the 660 patients, 20 of those were New Patients and 40 were Occupational Health Visits. There were 67 visits outside under the tent.

- Appointment slots will continue to be blocked to accommodate any possible COVID patients as well as any other urgent patient needs. We have seen a steady increase in August for potential COVID patient appointments with a total of 23 positive cases to-date. (One of the highest months next to December 2020 and Jan-Feb 2021.)
- Sixty-seven Covid vaccines were given in July. At a minimum, one day every week is scheduled for COVID vaccines and have been booked solid almost every day. The Clinic will continue to have scheduled days for vaccines as they begin giving additional mRNA Doses for moderately and severely immunocompromised individuals. There are no recommendations for additional doses of Johnson and Johnson (Janssen) vaccine at this time.
- Providers have been attending the NRHP weekly opioid webinar series that began August 10th and will continue through September 21st for one hour each.

ii. Administrator's Report

- Our new Interim CNO Teri Grassau has been very helpful to the ER staff recently as well as meeting with all managers to understand our structure. She will work on an assessment of our nursing program as well as our nursing staff. Teri and her husband Tom drove into town, came to the Foundation dinner and just said "We're here to help!"
- Cindy attended the NRHP/LiCON Board meeting on 8/11/21 and met with State of Nevada Department of Health and Human Services directors to discuss rural issues from child care in our communities, mental health, COVID and staffing. They provided us with information for staff and testing resources as well.
- Richard Whitlee, the new Director of DHHS for Nevada stated that he is going to recommend and support a mandate for all healthcare workers to be vaccinated against COVID. Cindy has started meeting with unvaccinated employees in a conversational manner to discuss their plans if a mandate should happen. Some have said they are unsure what they will do, some have said they will just go to the mines; they also do not care about the incentives. The main concern is this facility having the ability to continue to operate should employees resign because of the mandate. The mandate could devastate PGH and the healthcare availability for our community. The current vaccination rate is about 50%.
- The mask mandate from the State of Nevada is in effect again due to a very rapid increase in COVID. Pershing County is at a 22.7% positivity rate. We are still testing SNF employees 2x week. Cindy is considering a directive that all staff be tested weekly if not already testing for SNF and vaccinated staff if not connected with SNF to be tested monthly or as needed. Today, it was reported that three employees entered for the day through the rear entrance, unmasked, clocked in and walked down the hall to the Acute desk to get a mask and check their temp/symptoms. Cindy spoke to all three and all said they didn't know they had to do that. Cindy expects to see better compliance with this health and safety issue.
- We are working with Fisher on our IDNow test contract. There is some confusion on the representative's part as to where our machines and our test kits are, but she let us know that we are still required to pay for them. We are working on a solution.
- We allowed the school nurse, who is also an employee of PGH, to work under our CLIA for the sports testing until they have their test kits in house. They still do not have their own CLIA waiver, but she is actively working to acquire it.
- Our days and nights continue to be filled with COVID. We are at a critical staffing level in many departments of the facility, which is interfering with all aspects of our operations and patient care. Facilities all over Nevada are having huge turnovers in direct patient care and other key departments of the hospitals, which is reducing the number of beds available for us to send out our patients.
- We will receive a FLEX/SHIP grant in the amount of \$230k for mitigation and testing for COVID. We can utilize these funds for many things from the cost of test kits, COVID prevention, education, training, staffing to name a few.
- With the pandemic and critical staffing shortage along with the looming vaccine mandate, this facility is unable to move forward with any new services or grow our current service lines. Our purpose is to provide healthcare to our community and that is what we are going to continue to do as long as we can. Cindy thanked the staff we have left for their commitment to their community.
- The CNA class is starting next week.

5) CRITICAL ACCESS HOSPITAL (CAH) ITEMS

- a. UNFINISHED BUSINESS – **For Possible Action**
- b. NEW BUSINESS – **For Possible Action**
 - i. Approval of the Cooperative Agreement with the City of Lovelock for Use of Law Enforcement Personnel – **For Possible Action.**
ACTION
A motion to approve the Cooperative Agreement with the City of Lovelock for Use of Law Enforcement Personnel was made by Vice Chair Bendure. Second made by Trustee Montes. Motion approved unanimously
 - ii. Discuss and approve the annual update of the hospital district personnel policy manual – **For Possible Action**
ACTION
A motion to approve the annual update of the Hospital District Personnel Policy Manual was made by Trustee Dickerman. Second made by Trustee Montes.
 - iii. Approve rental of a mobile CT Scanner to be utilized when new CT is installed for up to \$40,000.00 – **For Possible Action**
ACTION
A motion to approve the rental of a mobile CT Scanner to be utilized when the new CT is installed for up to \$40,000.00 was made by Trustee Dickerman. Second made by Trustee Montes.

6) PERSHING HEALTHCARE FOUNDATION: Update by Lola Montes – The foundation fundraising dinner was a great success.

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 - None

9) ADJOURN: Chair Safford adjourned the meeting at 7:20 P.M.

Respectfully submitted,
Pam Weeldreyer, PGH Executive Assistant

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