



PERSHING GENERAL HOSPITAL & NURSING HOME BOARD OF TRUSTEES

Regular Board Meeting

MINUTES

Thursday, October 28, 2021

ATTENDING: Board: Chair Charles Safford, Vice Chair Ted Bendure, Secretary Dana Tueller
Absent: Trustee Jayce Montes, Trustee Philip Dickerman
Others Present: County Liaison Carol Shank, Legal Counsel Bryce Shields
Staff Present: Cynthia Hixenbaugh, Lynn Broyles, Teri Grassau, KayDawn Hughes, Lola Montes
Staff by Zoom: Debbie Mock

- 1) **CALL TO ORDER** – Chair Charles Safford called the meeting to order at 5:30 P.M.
- 2) **PUBLIC COMMENT** – Carol Shank provided a Pershing County update regarding US95 I80 Futures benefits to our county and potential for favorable impact on the hospital. The County will accept ambulance proposals as due diligence and to make the best decision for the county as a secondary consideration to the EMS Coordinator position which has been approved. At the next Board of Health meeting on 11/17 at 1 pm the new Churchill County Health District will be in attendance to provide a presentation regarding their services for the area.
- 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 September 23, 2021
 - b. Warrants (Check Register)
 - c. Acceptance by proxy for Renown Telehealth appointment of Hannah Leitch, M.D. and Ellia Ciammaichella D.O.
 - d. Acceptance by proxy for Renown Telehealth reappointments of Christina Alsop, DNP, John Andrews, M.D. and Alvaro Devia, M.D.
 - e. Acceptance by proxy of Renown Telehealth departing provider Michele Kiser, M.D.
 - f. Acceptance by proxy of vRad reappointment of Dr. Keiron Kennedy

ACTION

A motion to approve the Consent Agenda as presented was made by Vice Chair Ted 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
 - There were no sentinel events to report for the month of September. 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.
 - Complaints and Quality Indicator Results
 - There were no complaints
 - 92% goal for 3rd quarter
 - Vital signs within 20 min of discharge: 96% (500 of 519)
 - Opioids prescribing in ER (AB 474): 100% (6/6)
 - Critical Labs reported to Provider within 60 minutes: 97%
 - ED Transfers Communication: 96% (43/45)
- b. **Chief Nursing Officer:**
 - i. Critical Access Hospital (CAH) and Skilled Nursing Facility (SNF) Utilization Report
 - Admissions – PGH had six acute admit in September 2021. There was one swing admit and no observations. There were 189 emergency visits (increasing by 13 from the previous month).
 - Acute/E.D. – There were eight “AMA/Left Without Being Seen” and 14 “Returns within 72 hours.”
 - Long-Term Care – The current census is 19: 17 Medicaid, and two Private Pay.
 - Referrals – Out of 46 referrals for Long-Term Care (LTC) and Swing, we were unable to accept any due to staffing shortages.
 - PGH received an award and national recognition from HRSA which was presented to the Acute Staff and Cindy by the Nevada Donor Alliance for your efforts to promote organ, eye and tissue donation internally and within the community.

- Our annual Board of Pharmacy inspection as held last week and our inspector reported that we did quite well and they were pleased with how well organized the pharmacy is. The only findings were two non-formulary medications that were found expired.
 - Staffing
 - There are five open FTE nurse positions and float positions that are being covered by our current staff and agency.
 - There are ten open FTE CNA positions.
 - State Board of Nursing may be here on Friday, October 29 to observe our CNA students during clinicals. On completion of this training and becoming certified, we will move the CNA students to hiring status, approximately the first week in November, 2021. We have received additional interest in the CNA class and plan to add additional classes and instructors for a second class.
- ii. COVID-19 Update
- We had 2 community members that expired from COVID-19 this month.
 - Nevada continues to experience slow declines in COVID-19 hospitalizations.
 - On October 21, CDC Director Rochelle P. Walensky, MD, endorsed the FDA and the CDC Advisory Committee on Immunization Practices that expands eligibility for COVID-19 and recommendations for a booster shot in certain populations.
 - Individuals who received a Pfizer or Moderna COVID-19 vaccine the following groups are now eligible for a booster shot at 6 months or more after their initial series of shots:
 - 65 years and older
 - Age 18+ who live-in long-term care settings
 - Age 18+ who have underlying medical conditions
 - Age 18+ who work or live-in high-risk settings
 - For individuals who received the J&J vaccine, booster shots are also recommended for those who are 18 and older and who were vaccinated two or more months ago.
 - Individuals may choose which vaccine they receive as a booster dose.
 - CDC's recommendations now allow for a mix and match dosing for booster shots.
 - It is expected that the minimum age requirement for Pfizer's BioNTech COVID 19 vaccine administration will be approved for ages 5 years old to 11 years old in early November.
 - Flu hospitalizations are non-existent in the state of Nevada.
- c. **Chief Financial Officer: Update by Lynn Broyles**
- i. Approve Financial Statement for period ending September 30, 2021 – **For Possible Action**
Lynn reviewed the financial statements for September with the Board stating the financial statements reflect an increase in net position of \$136,855 compared to the projected balanced budget of zero for the month. Lynn mentioned that we will see increased professional fees due to the agency staffing and lower salaries in for the month due to less full-time employees. Incentives were implemented to encourage existing employees to take extra shifts and to thank those who voluntarily take extra shifts.
ACTION
A motion to approve the Financial Statements for period ending September 30, 2021 was made by Vice Chair Ted Bendure. Second made by Secretary Tueller. Motion approved unanimously.
- ii. Revenue Cycle Dashboard
Lynn presented the dashboards for September 2021.
- d. **Revenue Cycle Manager: Update by Debbie Mock**
- i. Approval of the Patient Account Write-Offs for September 2021 – **For Possible Action**
Write-offs were due to timely filing and a Medicare code not built timely in the system, which became a medical necessity issue.
ACTION
A motion to approve the Patient Account Write-Offs for September 2021 was made by Vice Chair Ted Bendure. Second made by Secretary Tueller. Motion approved unanimously.
- ii. TruBridge Financial Analysis - Debbie presented the TruBridge Financial Analysis to the Board. She stated the Business Office staff are working very hard to get the AR back down below 90 days. Staffing was discussed and she hopes to have her staff back to normal in December.

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

i. Rural Health Clinic Utilization Report

- September – 643 patients. 15 of the 643 were new patients. There was 120 outside visits under the tent and 71 positive cases.
- Appointment slots continue to be blocked to accommodate possible COVID patients as well as any other urgent patient needs.
- 115 COVID vaccinations were given in September. We have scheduled days every week for COVID vaccine as well as the booster MRNA doses.

ii. Administrator's Report

- Staffing continues to be an issue in Long Term Care and Acute. We are in crisis with regarding to adequate staffing levels. Cindy reviewed the obstacles faced by the nursing staff with regard to the ER, COVID hall, inpatient hall and COVID shed, which has to be managed by one nurse if there is no Acute nurse scheduled or CNA available to assist. Crisis staffing has required me to halt admissions in Long Term Care and Swing. Acute will be considered on a case by case basis or if we cannot find placement for the patient elsewhere.
- Recruitment continues for CNAs, LPNs and RNs. Other departments are also working with vacancies and those staff members who voluntarily agree to take extra shifts as well as cover last minute are to be commended.
- Recruitment for a CNO also continues.
- The Helmsley Trust will hold a press conference to announce their grant awards to rural hospitals in Nevada. We are included in those grant awards for a new CT machine.
- Dr. Vacek and I met with a doctor from Reno who would like to work with us on a full-time basis. We cannot offer her contract at this time because we do not have full time vacancies. We will offer her a locum contract.
- Cindy met with Tim Robb of the Governor's Office Pandemic Response Team this month along with Patrick Kelly the new NHA CEO. The purpose of the visit was to discuss the impact of the pandemic on the facility, our community, staffing, supplies, etc. He listened and said he would take back my information to the Governor's COVID committee and see if there is anything that the State can do to help relieve staffing, PPE, etc.
- We continue to wait for the Interim Final Rule from CMS regarding the COVID vaccine mandate for healthcare personnel.

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

a. UNFINISHED BUSINESS – **For Possible Action**

- i. Approval of the Critical Access Hospital Corporate Compliance Plan. – **For Possible Action**
ACTION

A motion to approve the Critical Access Hospital Corporate Compliance Plan as presented was made by Secretary Dana Tueller. Second made by Vice Chair Ted Bendure. Motion approved unanimously.

b. NEW BUSINESS – **For Possible Action**

- i. Approval of initial appointment and emergency room privileges for Dr. Veer Babu. – **For Possible Action**
ACTION

A motion to approve the initial appointment and emergency room privileges for Dr. Veer Babu was made by Vice Chair Ted Bendure. Second made by Secretary Dana Tueller. Motion approved unanimously.

- ii. Approval of Critical Labor Shortage Resolution for the positions of Registered Nurse, Licensed Practical Nurse and Certified Nursing Assistant to present to Nevada PERS for potential rehire of retirees. – **For Possible Action**
ACTION

A motion to approve the Critical Labor Shortage Resolution for the positions of Registered Nurse, Licensed Practical Nurse and Certified Nursing Assistant to present to Nevada PERS for potential rehire of retirees was made by Vice Chair Ted Bendure. Second made by Secretary Tueller. Motion approved unanimously.

6) **PERSHING HEALTHCARE FOUNDATION: Update by Lola Montes**

- The Foundation approved a scholarship for Tiffany Jensen who is enrolled in a nursing program at WNC. Her program will be completed in 2023 and she would like to do her apprenticeship at PGH. We will have a table at the Friends of the Library Christmas Craft Fair to sell our bricks as an additional fundraiser for the year.

7) OTHER ITEMS

- a. CORRESPONDENCE – **None**
- b. LEGAL – **None**

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- c. OTHER – **For Possible Action**

8) PUBLIC COMMENT – None

9) ADJOURN: Chair Charles Safford adjourned the meeting at 6:45 p.m.

Respectfully submitted,
Cynthia Hixenbaugh, CEO

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