



PERSHING GENERAL HOSPITAL & NURSING HOME BOARD OF TRUSTEES

Regular Board Meeting

MINUTES

Thursday, September 22, 2022

ATTENDING: Board: Chair Charles Safford, Vice Chair Ted Bendure, Secretary Dana Tueller, Trustee Phil Dickerman, Trustee Jayce Montes, Commissioner Liaison Carol Shank
Absent: Legal Bryce Shields
Others Present: Beth Knight, RN – PGH ER
Staff Present: Patty Bianchi, Brandon Chadock, Raylene Stiehl, Lynn Broyles, Debbie Mock, Jeff Meyers, Bobbette Hampton

Present by Zoom:

- 1) **CALL TO ORDER** – Chair Charles Safford called the meeting to order at 5:35 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.**

- Meeting Minutes for the Regular Board Meeting, August 25,2022
- Warrants (Check Register)
- Acceptance by proxy Renown Telemedicine privilege appointment(s) for Jennifer Riefsnyder, MD and James Ainsworth, APRN
- Acceptance by proxy Renown Telemedicine privilege deactivated providers acknowledged: Jennifer Stroshine, APRN.
- Acceptance by proxy for reappointment at vRad: Dennis DeJesus, MD

ACTION:

A motion to approve the Consent Agenda was made by Vice Chair Ted Bendure. Secretary Dana Tueller second the motion. All were in favor with no objections

4) **REPORTS**

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

- NRS 439.875 Patient Safety Committee
 - Number of Sentinel Events in Aug: 0
 - Number of acquired Infection in house in Aug:
 - Acute – 0
 - LTC – 0
 - Any recommendations to reduce the number and severity of sentinel events and infections that occurred: None
- Complaints in Aug:
 - Pt. could not pay his ER bill; didn't understand why it all went to this deductible. His insurance was explained to him and he was able to make payment arrangements.
 - Mother called because she received two bills, one for the hospital and one for radiology. She was also charged for a knee immobilizer when her son only got an ace bandage. It was explained to her that the hospital does not bill for x-ray being read, that bill comes from the radiologist. The knee immobilizer was removed from the bill.
 - Pt. was told to use her insurance for wellness labs because her deductible was already met. Pt. received a bill, so bill was written off. Staff member was counseled.

• Quality Improvement Report

b. **Chief Nursing Officer: Update by Raylene Stiehl, MSN, RN**

- Critical Access Hospital (CAH)
 - Working on Critical Access checklists for survey readiness.
 - Coordinating with Ken Fernandes, Pharmacist on the pharmacy survey due in October.
 - Currently no acute patients
 - ER – 167 patients
 - AMA – 4 (3 seen and 1 not seen)
 - Admits – 4
 - Current Swing patients - 2

• **Skilled Nursing Facility (SNF) Utilization Report**

- Current numbers:
 - 23 residents, one scheduled admit for next week and one potential male admit.
 - 18 Medicaid
 - 3 private pay
 - 1 pending Medicaid
 - 1 flip to institutional
- **COVID Update**
 - Currently have 2 employees out for COVID, 1 to return Tuesday and 1 to return next Friday.
- **Staffing**
 - Have brought on 1 full time RN to the ER/Acute side and 1 C.N.A. to LTC
 - Continue to support the 2 apprentice nurses we have
 - Continue to pursue more opportunities for staffing
 - Had a booth at the Carson City Job Fair this past month
 - Jeff Meyers, HR will be holding an on-site job fair tomorrow.
- c. **Chief Financial Officer: Update by Lynn Broyles, CPA, CGMA**
 - Discussion regarding outstanding financials. Board expressed the importance of receiving current financials to review and requested the update and statements be available at the next meeting.
- d. **Revenue Cycle Manager: Update by Debbie Mock**
 - Approval of the Uncollectible Accounts Write-Offs for August 2022 – **For Possible Action**
 - TruBridge Financial Analysis

ACTION:

A motion was made to approve the Uncollectible Accounts Write-Offs for August 2022 by Trustee Phillip Dickerman. Secretary Dana Tueller second the motion. All were in favor with no objections. The TruBridge Financial Analysis report did not get sent in on time for Board Meeting. Debbie Mock is working with Bobbette Hampton to see if we can get the TruBridge Financial Analysis consistently each month.

- e. **Interim Administrator/CEO: Update by Patricia Bianchi**
 - Rural Health Clinic Utilization Report – Patty did not have any information to report.
- f. **Administrator/CEO: Update by Brandon Chadock**
 - The new CT install is scheduled for Thursday, September 29, 2022.
 - Nevada Donor Network met with Leadership to give us new guidelines on patients with vents. They had one recognition for an employee who had helped a family with donation.
 - Brandon gave Kudos to Jeff Meyers who has done a wonderful job revamping the PGH website.

5) CRITICAL ACCESS HOSPITAL (CAH) ITEMS

- g. UNFINISHED BUSINESS - None
- h. NEW BUSINESS
 - Discussion and possible action for approval to create new position Cosmetologist as approved by the Wage Committee recommendation from August 25, 2022. – **For Possible Action**
 - HR0001(T) - Temporary allowable use of annual leave by introductory employees – **For Possible Action**
 - Approval of the annual Cooperative Agreement with the City of Lovelock for Use of Law Enforcement Personnel – **For Possible Action.**
 - Annual approval of the Emergency Operations Plan (last approval was January 28, 2021) – **For Possible Action**
 - Annual approval of the Infection Prevention and Control Plan – **For Possible Action**

ACTION:

A motion was made to approve the Per-diem Cosmetologist position by Vice Chair Ted Bendure. Trustee Phillip Dickerman second the motion. All were in favor with no objections.

A motion was made to approve the Temporary allowable use of annual leave by introductory employees (HR0001(T) by Vice Chair Ted Bendure. Secretary Dana Tueller second the motion. All were in favor with no objections.

A motion was made to approve the Cooperative Agreement with the City of Lovelock for Use of Law Enforcement Personnel by Trustee Phillip Dickerman. Vice Chair Ted Bendure second the motion. All were in favor with no objections.

No action on the Approval of the Emergency Operations Plan, it was placed on the Board Agenda in error.

The annual approval of the Infection Prevention and Control Plan has been tabled to the October 2022 meeting.

6) PERSHING HEALTHCARE FOUNDATION: Update by Charles Safford

- None

7) OTHER ITEMS

- m. CORRESPONDENCE – **No correspondence for review or action.**
- n. LEGAL – **No Legal for review or action.**

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o. OTHER –

- Training was held for the business office employees regarding insurance. Patty has scheduled a follow-up training for September 27, 2022, to review more information that is needed.
- Lynn asked that the June statements from the Foundation be sent to her as the auditors will be requesting that information for the audit.

8) PUBLIC COMMENT –

- A PGH employee attended the meeting, but was not able to hear what is being done about attracting new staff to PGH. Chair Charlie Safford thanked the employee for being engaged and attending the meeting and has encouraged the employee to get with Raylene Stiehl, CNO to discuss ideas she may have to help bring in more staff.

9) ADJOURN – Chair Charles Safford adjourned the meeting at 6:28 p.m.

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