



PERSHING GENERAL HOSPITAL & NURSING HOME BOARD OF TRUSTEES

Regular Board Meeting

MINUTES

Thursday, August 25, 2022

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

- 1) **CALL TO ORDER** –Chair Charles Safford called the meeting to order at 5:31 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 Special Board Meeting June 16, 2022
 - Meeting Minutes for the Regular Board Meeting July 28, 2022
 - Warrants (Check Register)
 - Acceptance by proxy Renown Telemedicine privilege appointment(s) for Alexander Ayzengart, MD Derek Bobst, APRN Sheree Chen, MD Nicholas Hollister, MD Jesus Romero, APRN Swetha Sirisinahl, DO Christopher Tam, MD and Katherine Thomas, MD
 - Acceptance by proxy Renown Telemedicine privilege deactivated providers acknowledged: Deborah Baker, APRN

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

- g. **Risk Manager: Update by KayDawn Hughes**
 - i. NRS 439.875 Patient Safety Committee Update
 - July 2022:
 - Number of Sentinel Events: 0
 - Number of acquired infection in house – Acute – 0, LTC – 1 UTI
 - Any recommendations to reduce the number and severity of sentinel events and infections that occurred: None

Complaints and Quality Indicator Results

 - Complaints in July: 0
 - Quality Indicator Results for ER visits: 92% goal, July
 - Vital signs within 20 min of discharge: 97% (167 of 173)
 - Opioids prescribing in ER (AB 474): 100% (5 of 5)
 - Critical labs reported to Provider within 60 min: 100% (30 of 30)
 - ER’s: 173
 - AMA’s: 8 (6 seen, 2 not seen by provider)
 - Acute: 1
 - Swing: 4 (2 went to LTC)
- h. **Chief Nursing Officer: Update by Raylene Stiehl, RN**
 - i. Critical Access:
 - Admissions – 4
 - Deaths – 0
 - Total residents 24 out of 25 available beds. Currently have one female bed opening with a potential candidate for that bed.
 - ii. Positions filled in July
 - Director of Nursing – LTC – Katie Garijo
 - ER RN – Crystal Hornby
 - ER C.N.A – Christina Glanton
 - iii. July current staffing needs:
 - Job Fairs are scheduled to help with staffing needs:

- Carson City – September 9, 2022
- Lovelock – September 16, 2022
- Media Venues for staffing: Vice Chair Ted Bendure asked if Tic Tok was being used to promote open positions. Jeff Meyers stated, not at this time, but he will look into using this venue along with the other venues they are currently using.
- i. **Financial Officer: Update by Lynn Broyles**
 - i. Read-review unadjusted and unaudited draft of the Financial Statement for the period ended May 31, 2022 – Lynn presented her report out to the Board and Vice Chair Ted Bendure remarked that it is important to know how large the loss will be for the year. Financial statements for June and July are pending accrual calculations from WIPFLI relative to OPEB and Pension Liability.
 - ii. Approve Financial Statement for period ended May 31,2022; June 30,2022 July 31, 2022 (June & July Tabled to September.)
 - iii. Revenue Cycle Dashboard for May 2022
Revenue Cycle Dashboard for June 2022 and July 2022 Pending

ACTION— A motion was made by Vice Chair Ted Bendure to approve the May Financials. Secretary Dana Tueller second the motion. All were in favor with no objections. June 30, 2022 & July 31, 2022 have been tabled to the September meeting.

- j. **Revenue Cycle Manager: Update by Debbie Mock**
 - i. Approval of the Patient Account Write-Offs for July 2022 – **For Possible Action**
 - Debbie presented the information for the Patient Account Write-offs for July 2022.
 - ii. TruBridge Financial Analysis – **For Possible Action-No Action Taken**

ACTION—A motion was made by Secretary Dana Tueller to approve the Patient Account Write-Offs for July 2022. Trustee Phil Dickerman second the motion. All were in favor with no objections.

- **Vice Chair Ted Bendure asked why the Patient Account Write-off amount for the business office was different than the TruBridge Financial Analysis. Debbie explained that one is uncollectible amounts and the other is in collections. Debbie Mock has agreed to rename her business office report. Going forward it will be listed as Uncollectable Accounts Write-Offs.**
- **Trustee Phil Dickerman asked if the business office training had taken place, and was informed that it had not yet taken place.**
- k. **Administrator/CEO: Update by Patricia Bianchi, Interim CEO**
 - i. Rural Health Clinic Utilization Report
July 2022 – The Clinic saw 487 patients. Of the 487 patients, 34 of those were new patients. There was a total of 49 visits that were potential COVID patients that were seen outside under the tent. In the month of July, we gave 37 COVID vaccines and will continue to offer the vaccines including boosters for qualifying patients 6 months of age and up. COVID-19 Home test kits are still available to anyone interested and are free of charge.
 - ii. Administrator’s Report
 - Patty welcomed Brandon Chadock, CEO and Bobbette Hampton, Executive Assistant to PGH.
 - There will be a community wide disaster drill on September 10, 2022 and Patty shared that PGH will be participating in the drill.
 - NRHP/Licon’s President Joan Hall will be retiring and that Blaine Osborne will be replacing her as President. They will be making a site visit, but it has not been scheduled as of yet.
 - Continuation of CAH preparation, currently working on contracts.
 - Long Term Care Admission process is being reviewed with help from Lola and Christina.
 - Management annual evaluations have been given so that new CEO Brandon Chadock will not need to give those until next year.
 - Patty has been working with Bobbette on training.

5) CRITICAL ACCESS HOSPITAL (CAH) ITEMS

- I. UNFINISHED BUSINESS – **For Possible Action**
- m. NEW BUSINESS – **For Possible Action**
 - i. Approve Brandon Chadock, CEO, as an authorized signer for the Nevada State Bank and Wells Fargo Bank accounts – **For Possible Action**
 - ii. Approval to add Brandon Chadock to the hospital’s Wells Fargo credit card in the amount of \$10,000 - **For Possible Action**

- iii. Discuss and approve the annual update of the hospital district personnel policy manual, Jeff Meyers – For Possible Action
 - Jeff shared that the majority of the changes to the personnel policy manual were changing his/her verbiage to employee. The other two items were changing reporting structure of two positions to alleviate family related supervision.
- iv. Disposal of property per NRS 332.185A
 - Patty reviewed the list of items that were damaged beyond repair for disposal.
- v. Discuss and approve the annual update of the hospital district personnel policy manual – For Possible Action

ACTION –

- **A motion was made by Vice Chair Ted Bendure to approve Brandon Chadock as an authorized signer for the Nevada State Bank and Wells Fargo Bank accounts along with the Wells Fargo credit card in the amount of \$10,000. Trustee Phil Dickerman second the motion. All were in favor with no objections.**
- **A motion was made by Vice Chair Ted Bendure to approve the annual update of the hospital district personnel policy manual. Secretary Dana Tueller second the motion. All were in favor with no objections.**
- **A motion was made by Vice Chair Ted Bendure to approve the disposal of property damaged beyond repair. Secretary Dana Tueller second the motion. All were in favor with no objections.**

6) PERSHING HEALTHCARE FOUNDATION: Update by Charles Safford-

- Chair Charles Safford thanked Secretary Dana Tueller and Commissioner Liaison Carol Shank for all of their help with the Pershing Healthcare Foundation. Chair Charles Safford also thanked Patty Bianchi for stepping in as Interim CEO while they were in the process of hiring a new CEO.

7) OTHER ITEMS

- CORRESPONDENCE – None
- LEGAL – None

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- OTHER – None

8) PUBLIC COMMENT – None

9) ADJOURN: Chair Charles Safford adjourned the meeting at 6:31 p.m.

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