



PERSHING GENERAL HOSPITAL & NURSING HOME BOARD OF TRUSTEES
Regular Board Meeting
MINUTES
Thursday, January 26, 2023

ATTENDING: Board: Chair Ted Bendure, Secretary Carol Shank, Trustee Phil Dickerman, Trustee Jayce Montes, Legal Bryce Shields, Commissioner Liaison Shayla Hudson
Absent:
Others Present: Trina Pritchard, Brianna Baley, Kamin VanGuilder, Corrine Alcaraz, Maria Valtierra, Beth Knight
Staff Present: Brandon Chadock, Raylene Stiehl, Lynn Broyles, KayDawn Hughes, Debbie Mock, Jeff Meyers, Bobbette Hampton
Present by Zoom: Vice Chair Dana Tueller

1) **CALL TO ORDER** – Vice Chair Ted Bendure called the meeting to order at 5:30 p.m.

2) **PUBLIC COMMENT** –

- Vice Chair Ted Bendure read the opening statement for the Public Comment and then shared that they were going to take an agenda item out of order and skip to item #7 n, according to NRS 241.015.(3)(b)(2) to receive information from Legal Counsel. Vice Chair Ted Bendure requested everyone except Legal Counsel Bryce Shields, Board Members and Brandon to exit the meeting until they were finished.
- The legal meeting began at 5:32 p.m. and concluded at 5:40 p.m. No action was taken. The public was invited to return to the open meeting at 5:40 p.m.

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, December 22,2022
- Warrants (Check Register)
- Acceptance by proxy Renown Telemedicine privilege appointment(s) for: Sarah Hand, MD; Patrick McNerney, DO; Julie Thomas, PAC; Victoria Lanski, APRN;
- Acceptance by proxy Renown Telemedicine privilege deactivated providers acknowledged: Ellia Ciammaichella, DO; Trina Belair, APRN; Sydnie Ray, PA-C
- Acceptance by proxy for reappointment at vRad: Jerome Klein, MD

ACTION:

A motion to approve the Consent Agenda was made by Trustee Phillip Dickerman. Trustee Carol Shank seconded the motion. All were in favor with no objections.

4) **REPORTS**

- **Risk Manager: Update by KayDawn Hughes**
 - Risk Report was reviewed which included:
 - NRS 439.875 Patient Safety Committee Events.
 - No Sentinel Events for December.
 - 5 Long Term Care infections acquired in house.
 - No recommendations to reduce the number and severity of sentinel events & infections.
 - Quality Assurance – 0 Complaints were received in December.
 - Quality Indicator Results –
 - Vital signs December 94% and end of quarter 94%
 - Opioids prescribing in ER 50% and end of quarter 91%
 - Critical labs reported to provider within 60 minutes 100%, end of quarter 95.7%
 - ED Transfers communication 93.33% and end of quarter 97.37%
- **Chief Nursing Officer: Update by Raylene Stiehl, MSN, RN**
 - Chief Nursing Officer report was given by Raylene which included the following:
 - Special Focus Facility (SFF) update – Information included:
 - Bi-weekly communications with guardians and family to improve deficiency on survey.
 - Software modules purchased to help with moving towards paperless charts.
 - Infection Preventionist hired and will begin in February was listed as deficiency on survey.
 - Activities Assistant getting residents out more and involved in more activities.
 - CAH Update – working on critical access checklist for survey readiness

- SNF update – we are currently at 23 residents, but as of next week we expect two more admits which will bring us to full capacity of 25 residents.
- Staffing update –
 - 2 more full time acute RNs beginning in March and April.
 - Continue the support of the two apprentice nurses.
 - Infection Preventionist and Social Worker coming on board in February.
 - We will be down to two RN travelers in April and then down to 1 RN traveler in July.
 - We will be down to 2 C.N.A. travelers in April and down to 1 C.N.A. traveler in July.
- COVID-19 update – 1 resident still in isolation period, but we tested yesterday and there are no more positive cases.
- ER update – looking to change the flow of the emergency room and wanted to make Board Members aware in case they hear information.
- **Chief Financial Officer: Update by Lynn Broyles, CPA, CGMA**
 - Chief Financial Officer report was given by Lynn which included the following:
 - Reviewed the financial statement for 6 months of operations for the period ending 12/31/2022.
 - Will present all previous individual months at next Board meeting.
 - New employee is still working out well.
 - Lynn has offered to have any Board member that has questions, to contact her and she will sit and review the last years audit and financials with them.

ACTION: A motion was made by Trustee Phil Dickerman to approve the financials. Trustee Carol Shank seconded the motion. All were in favor with no objections.

- **Revenue Cycle Manager: Update by Debbie Mock**
 - Revenue Cycle Report was given by Debbie Mock which included the following:
 - Two uncollectible account write-offs for December 2022.
 - As of January 17, 2023, the government passed a law that any veteran in suicidal situation will be allowed to go to any hospital and the VA will now reimburse.
 - As of January 17, 2023, PGH has regained the approval to be an out patient provider for Veterans.
 - TrueBridge information reviewed.

ACTION: A motion was made by Trustee Carol Shank to approve the uncollectible account write-offs. Trustee Jayce Montes seconded the motion. All were in favor with no objections.

- **Administrator/CEO: Update by Brandon Chadock**
 - Brandon reviewed the Operational Statistics and Rural Health Clinic update.
 - Capital Purchase Policy 4.10 – Amendments as requested and read were:
 - CEO may authorize capital purchases or facility improvements up to \$24,999.99 (replacing \$9,999.99)
 - CEO may not authorize capital purchases or facility improvements of \$25,000.00 (replacing \$10,000.00).
 - CEO may not authorize capital purchases or facility improvements which exceed \$100,000.00 (replacing \$1,000,000.00).

ACTION: Trustee Carol Shank made the motion to approve the changes to the Capital Purchases Policy 4.10 as read and stated. Trustee Phil Dickerman seconded the motion. All were in favor with no objections.

5) CRITICAL ACCESS HOSPITAL (CAH) ITEMS

- UNFINISHED BUSINESS - None
- NEW BUSINESS
 - Election of Officers to Board of Trustees:
 - Chair
 - Vice Chair
 - Secretary
 - Joint Conference Committee – Brandon shared that this item was brought to the Board of Trustees because the Medical Staff did not feel that this Committee was necessary and wanted to remove from the Medical Staff bylaws. However, it was noticed that the verbiage was also listed in the Board of Trustees

bylaws. After much discussion, a recommendation to amend both the Board of Trustees bylaws and Med Exec Staff bylaws will change the verbiage of “shall meet at least quarterly” to “may meet as necessary”.

- Wage Committee Update: Jeff shared that the Wage Committee had met and their recommendation was to put together a presentation for the Board of Trustees. After much discussion the request from Administration for a wage increase was put to a vote.

ACTION:

Election of Officers to Board of Trustees –

- **Chair - Ted Bendure was nominated by Carol Shank. Jayce Montes seconded the motion. All were in favor with no objections**
- **Vice Chair – Dana Tueller was nominated by Carol Shank. Jayce Montes seconded the motion. All were in favor with no objections.**
- **Secretary – Carol Shank was nominated by Jayce Montes. Phil Dickerman seconded the motion. All were in favor with no objections.**

Joint Conference Committee – Trustee Phil Dickerman made a motion to approve the verbiage as discussed in the meeting. Secretary Carol Shank seconded the motion. All were in favor with no objections.

Wage Increase for PGH Employees – A motion was made by Trustee Phil Dickerman to approve the wage increase as proposed to the Board of Trustees to begin February 20, 2023. Secretary Carol Shank seconded the motion. All were in favor with no objections. Brandon will draft a letter for the Boards review to announce the wage scale increase.

6) PERSHING HEALTHCARE FOUNDATION: Update Carol Shank.

- The next Pershing Healthcare Foundation meeting will be February 14, 2023.

7) OTHER ITEMS

m. **CORRESPONDENCE – No correspondence for review or action.**

n. **LEGAL – No action taken in executive session.**

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.

o. **OTHER -**

8) PUBLIC COMMENT –

- Trina Pritchard thanked Administration for their work on bringing the wage increase to PGH employees. She also thanked the Board for approving the wage increase.
- Corrine Alcaraz thanked the Board for the approval of the wage increase for PGH employees.
- Kamin VanGuilder, MD thanked the Board and also shared that it is a breath of fresh air with new staff to champion for all of the staff in the clinic and hospital.
- Beth Knight thanked the Board for the approval of the wage increase for PGH employees.

9) ADJOURN – Chair Ted Bendure adjourned the meeting at 7:46 p.m.

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