



PERSHING GENERAL HOSPITAL & NURSING HOME BOARD OF TRUSTEES
Regular Board Meeting
MINUTES
Thursday, May 25, 2023

ATTENDING: Board: Chair Ted Bendure; Vice Chair Dana Tueller; Secretary Carol Shank; Trustee Jayce Montes
Present by MS Teams:
Absent: Trustee Phil Dickerman; Legal Bryce Shields; Commissioner Liaison Shayla Hudson
Others Present:
Staff Present: Brandon Chadock, Raylene Stiehl, KayDawn Hughes, Lynn Broyles, Debbie Mock; Jeff Meyers, Bobbette Hampton

- 1) **CALL TO ORDER** – Chair Ted Bendure called the meeting to order at 5:32 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, April 27, 2023
 - Warrants (Check Register)
 - Acceptance by proxy Renown Telemedicine privilege appointment(s) for: Kuanchang Lu, DO;
 - Acceptance by proxy Renown Telemedicine privilege deactivated providers acknowledged – Seema Rao, MD; Carissa M. Kasper, PA-C

ACTION: A motion to approve the Consent Agenda was made by Secretary Carol Shank. Vice Chair Dana Tueller seconded the motion. All were in favor with no objections.

- 4) **Public Hearing – Fiscal year 2023-2024 tentative budget for Pershing General Hospital and Nursing Home**
 - Chair Ted Bendure opened the Public Hearing section of the meeting, at 5:45 pm, for the review of the Fiscal year 2023-2024 tentative budget.
 - Lynn Boyles reviewed the information that was distributed at the meeting and notified the Board that they will need to sign this tentative budget so that she could submit.
 - With no public comments or input, Ted Bendure closed the public hearing portion of the meeting at 6:00 pm
- 5) **REPORTS**
 - **Risk Manager: Update by KayDawn Hughes**
 - Risk Report was reviewed by KayDawn Hughes as presented in the Board packet.
 - KayDawn shared the Quality Assurance and Performance Improvement tracking worksheet with the Board Members.
 - **Chief Nursing Officer: Update by Raylene Stiehl, MSN, RN**
 - CNO report was reviewed by Raylene as presented in the Board Packet. Items reviewed included:
 - 39-year employee anniversary celebrating Helen Joubert
 - Nurses Week activities with pictures
 - Staffing Update
 - Activities Professional Certification obtained by Delfina Swanson, and plans to obtain a Director of activities certification as well.
 - LTC Survey update and discussion of the areas of concern identified. Leadership is implementing systemic changes including strengthening the QAPI and IP programs coordination and communication to ensure correction of root cause issues.
 - Infection Prevention education is underway with the environmental services team. We will soon implement an ATP surface tester as part of our IP program.
 - **Chief Financial Officer: Update by Lynn Broyles, CPA, CGMA**
 - Lynn shared information from her visit at the CPSI conference with the Board.
 - FY 6/30/21 cost report – Has been completed and we will be receiving a refund.
 - FY 6/30/22 cost report tentative settlement – Looking at a refund, but will also need to pay funds due to a bed rate adjustment.

- FY 6/30/23 interim cost report – could not be filed until our cost report settlement was finished for 6/30/22, and we have discovered an overpayment that will need to be paid back. Lynn shared that with the new audit consultants that have been hired, we have better tools to help us estimate our cost settlement on a monthly basis.
- Lynn reviewed the Financial statements for periods ended April 30, 2023 with the Board as a draft so no voting on needed and will bring back to the next meeting.
- Aubrey Family Donation recognition
- **Revenue Cycle Manager: Update by Debbie Mock**
 - Debbie reviewed Uncollectible Accounts Write-Offs for April 2023 as presented in the packet to the Board.
 - Debbie reviewed the TruBridge Financial Analysis for the Board.

ACTION: A motion was made by Vice Chair Dana Tueller to approve the uncollectible account write-offs for April 2023. Secretary Carol Shank seconded the motion. All were in favor with no objections.

- **Administrator/CEO: Update by Brandon Chadock**
 - Brandon Chadock reviewed the operational and utilization clinic statistics with the Board as presented in the Board packet.
 - Brandon shared the MRI's by location as requested in the last Board of Trustees meeting.
 - Lab Expansion – Brandon shared pictures of the lab expansion move and let the Board know we are almost complete and will schedule a tour in the near future.
 - Brandon shared that Raylene Stiehl, CNO had been awarded the Northern Nevada Nurses of Achievement Award for Rural and Community Health.
 - Pennington Grant – Brandon distributed a list of items that still needed approval for purchase that exceeded the \$24,999 dollar amount needed the Board approval.

ACTION: A motion to approve the list of items being used from the Pennington Grant funds needing approval for limits exceeding \$24,999, was made by Secretary Carol Shank. Vice Chair Dana Tueller, seconded the motion. All were in favor with no objections.

6) CRITICAL ACCESS HOSPITAL (CAH) ITEMS

- UNFINISHED BUSINESS -
- NEW BUSINESS
 - Approval of Fiscal Year 2023-2024 Budget – Budget information was reviewed during the Public Hearing portion of the meeting and a vote was needed for approval.
 - Jeff Meyer, HR shared the PGH Engagement Survey Results with the Board. Jeff stated that participation was low and he will be changing strategy on how to get better participation for next year's survey.

ACTION:

A motion was made by Secretary Carol Shank to approve the Fiscal Year 2023-2024 Budget. Trustee Jayce Montes seconded the motion. All were in favor with no objections.

7) PERSHING HEALTHCARE FOUNDATION: Update Carol Shank.

- Carol shared that they held the meeting May 9th and the committee approved putting a good portion of savings into a cd.
- The dinner has been scheduled for August 12th and tickets are being prepared for sale.
- One CNA scholarship was approved at the meeting.

8) OTHER ITEMS

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

- Brandon shared that he is requesting Board members send letters in support of SB 241. Chair Ted Bendure asked that Brandon email a copy of the letter to him for distribution.

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

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o. **OTHER –**

9) PUBLIC COMMENT – No public Comment.

10) ADJOURN –Chair Ted Bendure adjourned the meeting at 7:42 p.m.

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