



**PERSHING GENERAL HOSPITAL & NURSING HOME BOARD OF TRUSTEES**  
**Regular Board Meeting**  
**MINUTES**  
**Thursday, January 23, 2025**

ATTENDING: Board: Chair Ted Bendure; Vice Chair Dana Tueller; Trustee Sondra Sayles; Trustee Marci Carruth; Commissioner Liaison Connie Gottschalks; Legal Bryce Shields;

Joined via MS Teams:

Absent: Holly Wesner; Teresa Corbi  
Others Present: Beth Knight  
Staff Present: Brandon Chadock; Raylene Stiehl; Lynn Broyles; Bobbette Hampton; Kevin Haggerty; KayDawn Hughes; Debbie Mock

1. **CALL TO ORDER** – Chair Ted Bendure called the meeting to order at 5:32 p.m.
2. **PUBLIC COMMENT** – No Public Comment
3. **Welcome Trustee Marci Carruth** – Chair Ted Bendure asked new member Trustee Marci Carruth to introduce herself and give the Board a bit of her background.
4. **Welcome Commission Liaison Connie Gottschalk** – Chair Ted Bendure asked new member County Commissioner Liaison Connie Gottschalks to introduce herself and give the Board a bit of her background.
5. **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 19, 2024.
  - Warrants (Check Register)
  - Acceptance by proxy Renown Telemedicine privilege appointment(s) for: Berkich, Garret PA-C; Kramer, Chandler Jack APRN; O’Kelly Priddy, Colleen MD; Dagdagan, Mhervin DNP; Simpson, Austin PsyD; Thompson, Sara APRN;
  - Acceptance by proxy Renown Telemedicine privilege deactivated providers acknowledged –
  - Acceptance by proxy Direct Radiology privilege reappointment(s) for: Edgar, Kenneth MD

**ACTION:**

**Vice Chair Dana Tueller made a motion to approve the Consent Agenda. Trustee Sondra Sayles seconded the motion. All were in favor with no objections.**

**6. REPORTS**

- **Risk Manager: Update by KayDawn Hughes**
  - Risk Report was reviewed as presented in the Board packet which included:
    - Sentinel Events
    - Infections in house
    - No Complaints for December
    - Monthly Statistics
    - The clinic has adjusted patient times and has reduced the patient waiting list from 52 to 11 in January. Brandon shared that one of the other things that we found out is that patients were given an available time and they declined and either requested a different time or were asked if they wanted to be placed on the waiting list and declined. We are now recording the calls so we can keep track of the reasons for a new QAPI project in the Clinic.
    - Peer Review
- **Chief Nursing Officer: Update by Raylene Stiehl, MSN, RN**
  - CNO report was reviewed as presented in the Board packet. Items reviewed included:
    - Staffing update acute
    - Swing patient equipment needs.
      - Exploring grant opportunities to purchase advanced rotational beds for acute.
      - Increase in swing patient Census.
    - Dietary –
      - Certified Dietary Manager Certificate underway.

- The Social Services Director is now overseeing Dietary; strong background in foodservice.
  - Lab Updates
    - Raylene Stiehl shared that we had received feedback that certain providers were not receiving lab results from PGH. We pulled the listing of providers contact information from the system and have found that a good portion of the information is outdated and needs to be corrected in the system; we need to decide if we scrap what we have and start over with new information or attempt to fix what we have in the system.
    - Trustee Marci Carruth shared that a lot of providers are now requesting lab information be sent via secure email and wanted to know if we have that ability to send data via secure email. It was explained that we currently do not have an EMR system that allows us to send via email, only via fax, but depending on which EMR system is selected, we may be able to send via secure email in the future.
  - Social Services- Update provided.
- **Director of Nursing, Long Term Care: Update by Holly Wesner, RN**
  - DON report was reviewed as presented in the Board packet by CNO Raylene Stiehl as Holly Wesner was not able to attend the meeting. Items reviewed included:
    - Special Focus Facility program update
    - Infection Prevention for COVID status in Long Term Care was discussed.
    - Improvements in LTC
      - Morning clinical
      - Revitalizing the activities room
      - Meeting weekly for wound and weight control.
    - Staffing update
- **Chief Financial Officer: Update by Lynn Broyles, CPA, CGMA**
  - Lynn reviewed the financial statement ending December 31, 2024, as presented to the Board of Trustees.

**ACTION:**

**Trustee Marci Carruth made a motion to approve the financial statement ending December 31, 2024, as presented to the Board. Vice Chair Dana Tueller seconded the motion. All were in favor with no objections.**

- **Revenue Cycle Manager: Update by Debbie Mock**
  - The Uncollectible Account Write-Offs for December 2024 were reviewed as presented in the Board packet.
  - The TruBridge Financial Analysis was reviewed as presented in the Board packet.

**Action**

**Trustee Marci Carruth made a motion to approve the December 2024, uncollectable account write-offs. Trustee Sondra Sayles Seconded the motion. All were in favor with no objections.**

- **Administrator/CEO: Update by Brandon Chadock**
  - Rural Health Clinic Utilization Report and Operational report – Brandon reviewed the report as presented in the Board packet.
  - RHC Generator Update – Brandon shared that the electrician has connected the generator and we recently received fuel for the generator. We are currently waiting for inspection and start-up by a licensed technician.
  - Grants Update –
    - Pennington grant - still outstanding until we finalize electrical connection of UPS for CT unit.
    - Helmsley grant - we have the request submitted for consideration for the advanced Progressa beds.
    - HRSA grant - exploring federal collaborative grant with CNHD and MGGH for diabetes education and community wellness projects.

**7. CRITICAL ACCESS HOSPITAL (CAH) ITEMS**

- UNFINISHED BUSINESS – None

- **NEW BUSINESS**

- Board of Trustee Orientation was held on Monday, January 13, 2025. Attendees included: Chair Ted Bendure, CEO Brandon Chadock, Marci Carruth appointed Board of Trustees member, Connie Gottschalk, Liaison/County Commissioner.
- Western Healthcare – Brandon shared the information on what Western Healthcare can do to improve the ED coverage and statistics for PGH. Other rural facilities are currently using Western Healthcare and are very satisfied with their services. Bryce Shields, Legal Council has had a chance to review the proposal and made some recommendations which have been included in the contract.

**Action**

**Trustee Sondra Sayles made a motion to approve the CEO to finalize negotiations and execute the Western Healthcare Service Contract. Trustee Marci Carruth Seconded the motion. All were in favor with no objections.**

- Approval of update to Policy and Procedure 4.4 “Non-Discrimination” – Brandon shared that we recently received updated language to the Non-Discrimination posting required for the hospital and thought it made sense to update the Boards Non-Discrimination policy with the same language.

**Action**

**Vice Chair Dana Tueller made a motion to approve the update to Policy & Procedure 4.4 “Non-Discrimination”. Trustee Sondra Sayles Seconded the motion. All were in favor with no objections.**

- Approval to open or reactivate an account in the Local Government Investment Pool (State of Nevada) in accordance with PGH Board of Trustees Policy and Procedure #4.7 “ Investment Policy Statement”. Periodic transfers in and out are to be determined by the CEO and CFO as needed to increase investment earnings and optimize operating capital availability. – Brandon shared that the Board has had a policy since 2011. PGH currently has savings in low-yield interest accounts and would like to be able to place it into the State of Nevada pool account with better interest rates. Appropriate amount of funds will remain in the current savings and operating accounts.

**Action**

**Trustee Marci Carruth made a motion to approve activation per Policy & Procedure 4.7 “Investment Policy Statement” The Board authorizes the CEO & CFO to utilize the LGIP investment and with periodic transfers in and out to be determined by the CEO and CFO as needed to increase investment earnings and optimize operating capital availability. Trustee Sondra Sayles Seconded the motion. All were in favor with no objections.**

- Approval of correction to PGH Board of Trustees Policy and Procedure #4.9 “Capital Expenditures” for consistency throughout the policy with capitalization threshold of \$5,000. – This request is fixing a typographical error.

**Action**

**Vice Chair Dana Tueller made a motion to approve the update to Policy & Procedure 4.9 “Capital Expenditures”. Trustee Marci Carruth Seconded the motion. All were in favor with no objections.**

- The Confidentiality Agreement for Board Members Signatures were distributed. Copies will be made and given back to the members at the next meeting to include in their governance binders.
- Election of Officers (Article V, Section 1 of Bylaws) – **For Possible Action**
  1. Chair
  2. Vice Chair
  3. Secretary

**Action**

**Vice Chair Dana Tueller made a nomination to reappoint Chair Ted Bendure to the position of Board Chair. Trustee Marci Carruth Seconded the motion. All were in favor with no objections.**

**Action**

**Trustee Sondra Sayles made a nomination to reappoint Vice Chair Dana Tueller to the position of Board Vice Chair. Trustee Marci Carruth Seconded the motion. All were in favor with no objections.**

## Action

Vice Chair Dana Tueller made a nomination to appoint Trustee Sondra Sayles to the position of Board Secretary. Trustee Marci Carruth Seconded the motion. All were in favor with no objections.

- Appointment of Board Members to Hospital Committees (Article V, Section 2 of Bylaws) – **For Possible Action**
  1. Executive Committee – Chair & Vice Chair
  2. Joint Conference Committee – Skipped, will take back to February meeting.
  3. Special Committees
    - Wage Committee – Secretary Sondra Sayles and Trustee Marci Carruth
    - Finance Committee – All Board Members
    - Board Policies and Procedures Committee – Trustee Marci Carruth and newly appointed Board member, which will be determined at the next Lovelock Council Meeting.
    - Pershing Healthcare Foundation Representative – Placed on hold until the next meeting.
    - Recruitment Representative (physicians and upper-level management positions) – Vice Chair Dana Tueller and Trustee Marci Carruth
    - QAPI – CAH & LTC – Trustee Marci Carruth

### 8. PERSHING HEALTHCARE FOUNDATION: Dana Tueller

- Vice Chair Dana Tueller shared that the Foundation had the January meeting and the major discussion is the process of planning the upcoming annual fund-raising dinner.

### 9. OTHER ITEMS

- CORRESPONDENCE – State of the State Summary on Healthcare from Nevada Hospital Association
- LEGAL – No action taken in executive session.

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### 10. PUBLIC COMMENT – No Public Comment

### 11. ADJOURN –Chair Ted Bendure adjourned the meeting at 7:38 p.m.

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