



PERSHING GENERAL HOSPITAL & NURSING HOME BOARD OF TRUSTEES
Regular Board Meeting
MINUTES
Thursday, March 28, 2024

ATTENDING: Board: Chair Ted Bendure; Vice Chair Dana Tueller; Secretary Phillip Dickerman; Legal Bryce Shields; Trustee Sondra Sayles;

Present by MS Teams:
Absent: Commissioner Liaison Shayla Hudson; Trustee Jayce Montes;
Others Present:
Staff Present: Brandon Chadock, Crystal Hornby, Raylene Stiehl, Debbie Mock; Kevin Haggerty, Bobbette Hampton; Jeff Meyers, KayDawn Hughes, Lynn Broyles

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, February 22, 2024.
 - Warrants (Check Register)
 - Acceptance by proxy Renown Telemedicine privilege appointment(s) for: Korotkin, Scott MD; Hitchner, Andraya CNM; Ledezma, Monica PA-C; Perez Taryn PA-C; Sawyer, Sunny PA-C;
 - Acceptance by proxy Renown Telemedicine privilege deactivated providers acknowledged – Byman, Julia E PA-C; Okundaye, Ivie MD;
 - Acceptance by proxy for reappointment at vRad: Wilson, Duane MD

ACTION:

A motion to approve the Consent Agenda as presented was made by Vice chair Dana Tueller. Secretary Phillip Dickerman seconded the motion. All were in favor with no objections.

4) REPORTS

- **Risk Manager: Update by KayDawn Hughes**
 - KayDawn Hughes reviewed the risk information as presented in the packet.
 - Quality Assurance and Performance Improvement Plan (QAPI) for Pershing General Hospital Long-Term Care Facility – Was presented to the Board for approval.
 - Quality Assurance and Performance Improvement Plan (QAPI) for Pershing General Hospital – (CAH) – Was presented to the Board for approval.

ACTION:

A motion to approve both QAPI – LTC & QAPI – CAH was made by Secretary Phillip Dickerman. Vice Chair Dana Tueller seconded the motion. All were in favor with no objections.

- **Chief Nursing Officer: Update by Raylene Stiehl, MSN, RN**
 - CNO report was reviewed as presented in the Board packet. Items reviewed included:
 - Staffing update
 - Survey Readiness
 - Educational Trainings
 - Patient Satisfaction – Staff are participating in mock codes so that they can be ready for codes when they come up.
 - Future Education Opportunities – Ultrasound Guided IV’s, TNCC – Trauma Nurse Core Course
 - Patient Satisfaction – Suggestion Boxes have been placed in Lobby and LTC for patients as well as staff.
 - Infection Prevention – TB process being updated.
 - Pharmacy Relocation

4. Director of Nursing, Long Term Care: Update by Crystal Hornby, BSN, RN

- Special Focus Facility (SFF) Progress Update reviewed as presented in the Board Packet. Items included in the presentation were:
 - Surveyors came to the facility in February 2024 for a specific survey on FRI's
 - Falls
 - Call Lights
 - Monetary Possessions
 - Personal Health Information Monitoring
 - Med Administration Errors
 - Staffing/Utilization Report

5. Chief Financial Officer: Update by Lynn Broyles, CPA, CGMA

- Review and approve Financial Statements ending February 29, 2024 – Lynn reviewed the financial statements as presented in the Board packet.

ACTION:

A motion was made by Vice Chair Dana Tueller to approve the Financial Statements ending February 29, 2024. Secretary Phillip Dickerman seconded the motion. All were in favor with no objections.

- o. OTHER Review and approve the performance evaluation of Brandon Chadock, PGH CEO/Administrator; the Board may consider Mr. Chadock's character, alleged misconduct, professional competence, and physical or mental health in accordance with NRS 241.031(1)(b), and administrative action may be taken by the Board pursuant to NRS 241.033.
 - Bryce shared that tonight was specifically to evaluate Brandon's overall performance. Bryce asked if employee evaluations were completed by the Board members prior to this meeting. Ted shared that he views the position as an ongoing performance evaluation. Bryce is recommending that the practice of Employee evaluations should be put into place for Brandon as it would be helpful for both Brandon as well as the Board for information on his performance. A more formal process will be developed and implemented for future evaluation.
 - Secretary Phillip Dickerman and Brandon discussed involvement in the community outside of the hospital as community members had mentioned they had never met the CEO. The past years most recent community involvement included the Central Nevada Health District, Pershing Healthcare Foundation's annual dinner, and the Lover's Aloft Balloon festival. Mr. Dickerman suggested attending the Frontier Community Coalition group.

Action

A motion was made by Vice Chair Dana Tueller to allocate a \$10,000.00 bonus as stated on line 443 in Brandon's contract. Trustee Sondra Sayles seconded the motion. All were in favor with no issues.

- **Revenue Cycle Manager: Update by Debbie Mock**
 - Debbie reviewed Uncollectible Accounts Write-Offs for February 2024, as presented in the packet to the Board. No Action needed as there were no write-off amounts for February.
 - The TruBridge Financial Analysis was reviewed as presented in the Board packet.
- **Information Technology Director: update by Kevin Haggerty**
 - Telephony services – Kevin shared that this project is moving forward and is budget natural. PGH is receiving more service at no additional cost. Thus far we have converted 4 of the 15 fax lines. AT&T's equipment is already on site, so there is no extra cost. Contract expires in June and the analogue lines go up and we will only have 6 lines as opposed to the original 50 lines and will be a large cost savings.
 - EHR Discussion – Kevin has had two meetings with Meditech, one to review technical architecture with no additional costs. The second meeting discussed the interfaces. Meditech has the list of interfaces and are reviewing them. The system needs to be up and running when we cut over, so they will bring a team to add interfaces while rolling over to the new system. Dana wanted to know if we have received any push back from CPSI on the change. Kevin stated that there has not been any issues and they have remained professional. PGH is working with Meditech to see if they can shorten the timeframe for implementation. Would prefer implementation in 2024 as opposed to February of 2025.

- **Administrator/CEO: Update by Brandon Chadock**
 - Rural Health Clinic Utilization Report and Operational report – Brandon shared a few items in the report as presented to the board, but stated that there were no significant changes to review the entire presentation.
 - Brandon shared that we had heard back from Nevada Energy regarding the generator installation for the clinic and stated that they would not install on a weekend, so the clinic will need to be closed for April 5, 2024 due to the length of time it will take for the installation.

5) CRITICAL ACCESS HOSPITAL (CAH) ITEMS

- UNFINISHED BUSINESS -
- NEW BUSINESS
 - Approve Emergency Preparedness and Operations Plan Policy and Procedure Manual – Brandon shared that we had brought the manuals to the meeting for the Board approval. Secretary Phillip Dickerman asked who was involved in keeping the binders updated and Brandon shared that multiple people/departments were involved in the ongoing update of the binders.
 - Approval of CT UPS Purchase – Brandon shared that we received 3 quotes for the purchase of the CT UPS. All UPS quotes are comparable to what we currently have. Lynn shared that we have received the approval from Pennington to expend the funds on this purchase from the grant. Brandon shared that there will be added cost for electrical on the UPS installation.

ACTION:

A motion was made by Secretary Phillip Dickerman to approve Emergency Preparedness & Operations Plan Policy & Procedure Manual's for the Hospital and Clinic. Vice Chair Dana Tueller seconded the motion. All were in favor with no objections.

ACTION:

A motion was made by Secretary Phillip Dickerman to approve CT UPS Purchase. Vice Chair Dana Tueller seconded the motion. All were in favor with no objections.

6) PERSHING HEALTHCARE FOUNDATION: Jeff Meyers

- Jeff shared that the Foundation is doing a murder mystery event in May at the Winery here in Lovelock for a fund raiser and if this event goes well we will hold a second event in October.
- Basque dinner has been scheduled for on August 10, 2024 and preparation for advertising is in the process. The Foundation has received 4 donations for the event so far and are working on more donations to help bring in more funds at the dinner.
- The City of Lovelock sent the Foundation a \$1,000.00 donation.

7) OTHER ITEMS

m. CORRESPONDENCE – None

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

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8) PUBLIC COMMENT – No public Comment.

9) ADJOURN –Chair Ted Bendure adjourned the meeting at 7:30 p.m.

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