



## PERSHING GENERAL HOSPITAL & NURSING HOME BOARD OF TRUSTEES

### Regular Board Meeting

# MINUTES

Thursday, September 28, 2023

ATTENDING: Board: Chair Ted Bendure; Vice Chair Dana Tueller; Trustee Phillip Dickerman; Trustee Jayce Montes  
Present by MS Teams: Commissioner Liaison Shayla Hudson  
Absent: Legal Bryce Shields;  
Others Present: Linda Lilleboe, Beth Knight  
Staff Present: Brandon Chadock, Raylene Stiehl, KayDawn Hughes, Debbie Mock; Lynn Broyles, Jeff Meyers, Kevin Haggerty, Bobbette Hampton

- 1) **CALL TO ORDER** – Chair Ted Bendure called the meeting to order at 5:30 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, August 3, 2023 – (rescheduled from 7/27/23); August 24, 2023 meeting did not take place due to no quorum and re-scheduling conflicts.
- Warrants (Check Register)
- Acceptance by proxy Renown Telemedicine privilege appointment(s) for: Westlake, Babe DO; Baldrige, Rebecca APRN; Klein, Susan APRN; Gardner, Rachael APRN; Oja, Jessica APRN; Johnson, Ryan MD; O’Kelly-Priddy, Colleen MD; Djavaherian, Derek MD; Truong, Danny DO; Blanco, Noel DO
- Acceptance by proxy Renown Telemedicine privilege deactivated providers acknowledged – Atkinson, Brittany APRN; Bobst, Derek APRN; Ruiz, Malina APRN; Schwartz, Carolyn APRN; Cunningham, Evelyn APRN; Martinez, Alyssa CNM; Storm, Seneca MD; Atwal, Danish MD; Ainsworth, James APRN
- Acceptance by proxy for reappointment at vRad: Kerns, Scott MD; Kennedy, Keiron MD

#### ACTION:

**A motion to approve the Consent Agenda was made by Vice Chair Dana Tueller. Trustee Phillip Dickerman seconded the motion. All were in favor with no objections.**

#### 4) REPORTS

- **Risk Manager: Update by KayDawn Hughes**
  - Risk Report was reviewed by KayDawn Hughes as presented in the Board packet.
  - KayDawn reviewed Quality Assurance and Performance Improvement (QAPI) measure tracking on the following departments as they need improvement.
    - Dietary
    - LTC
  - SCATS Survey – Requested an extension on 3 items that were outstanding and two of them have been completed. The last one is still outstanding due to electrician not being available to complete the work.
  - KayDawn presented the Annual QAPI report to the board.
  - Linda Lilleboe gave a presentation on QAPI (Quality Assurance and Project Improvement) to the Board. She shared requirements that need to be met and she is helping PGH with new process’ to monitor and improve QAPI for tracking and success.

#### ACTION:

**A motion to approve the Annual QAPI report was made by Trustee 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 by Raylene as presented in the Board Packet. Items reviewed included:
  - Special Focused Facility updates
    - Anticipate the Surveyors to return in October for re-survey.
    - COVID/RSV recommendations from CDC
    - Elopement Drill was done in LTC and was successful.
    - Increased the role of Registered Dietitian to match their scope of practice

- Revised Care Plan Meetings to increasing attendance
- Critical Access Hospital update
  - Working on Critical Access checklists for survey readiness
- Staffing update
- COVID-19 update
- Infection Prevention
- Pharmacy Survey will be in October
- **Chief Financial Officer: Update by Lynn Broyles, CPA, CGMA**
  - Review and approve Financial Statements ending April 30, 2023 and May 31, 2023 for approval.
  - Review of Draft Financials ending June 30, 2023, July 31, 2023 & August 31, 2023.
  - Medicaid Audit report for FY22 has been submitted.
  - Financial Statement Audit FY22 by 3<sup>rd</sup> party Auditors will begin October 9, 2023. Auditors will be on-site for the Audit.

**ACTION:**

**A motion to approve the Financial Statements ending April 30, 2023 & May 31, 2023, was made by Trustee Philip Dickerman. Vice Chair Dana Tueller seconded the motion. All were in favor with no objections.**

- **Revenue Cycle Manager: Update by Debbie Mock**
  - Debbie reviewed Uncollectible Accounts Write-Offs for July 2023, and August 2023, as presented in the packet to the Board.
  - Phillip Dickerman has requested that Laurie Schmith, Manager of the Clinic attend the Board meetings so that she can answer questions that the Board Members have. They have heard information from the community that there is not availability to be seen urgently. Brandon shared that the Clinic is working on strategies to increase more time slots for patients each day.
  - The TruBridge Financial Analysis was reviewed as presented in the Board packet.
  - A new Financial Counselor has been hired in the business office.

**ACTION:**

**A motion was made by Vice Chair Dana Tueller to approve the uncollectible account write-offs for July 2023, and August 2023. Trustee Jayce Montes seconded the motion. All were in favor with no objections.**

- **Administrator/CEO: Update by Brandon Chadock**
  - Brandon presented the following information:
    - Rural Health Clinic Utilization Report
    - Operational Statistics
    - The Generator for the Clinic has been purchased. We are not able to get it up and running yet as we are having an issue with getting parts to hook it up.
    - Carson Tahoe Radiology has approved onboarding PGH as a client. NorthStar changed their billing process and would have placed a large burden on PGH, so we will no longer be using their services.
    - Had a solar company come out for an inspection of the solar plant. They have decommissioned the solar plant and are recommending a new solar array be installed. PGH is currently working on a quote to review the option of replacing or if the dollar amount will exceed the price of electricity. Once the quote is in and the information on monthly cost using solar or not, it will be brought to the Board for a decision.
  - Brandon introduced Kevin Haggerty the new Director of IT to the Board.
    - Kevin has discovered that the CPSI server in the hospital is over 10 years old and is no longer supported with new software and is in question of how much longer this server will continue to work. PGH currently has a single server on site with no back up. A determination on if we move the back up to the cloud or have a backup done by a 3<sup>rd</sup> party will need to be determined by the Board.
    - Kevin has been working on the Cyber Security punch list that was developed from the survey that was done. He has made good progress on getting items completed from this list.
    - Kevin has engaged AT&T regarding telecommunication and is working on how to lower costs going forward.

## **5) CRITICAL ACCESS HOSPITAL (CAH) ITEMS**

- UNFINISHED BUSINESS -
- NEW BUSINESS
  - Approve appointment of Ali Shehata , DO, Emergency Medicine.
  - Jeff reviewed the recommended changes to the Personnel Policy Manual for approval.
  - Elect Board of Trustees Secretary

### **Action**

**A motion to approve the appointment of Dr. Ali Shehata was made by Trustee Phillip Dickerman. Trustee Jayce Montes seconded the motion. All were in favor with no objections**

### **ACTION**

**A motion to approve the changes to the Personnel Policy Manual was made by Vice Chair Dana Tueller. Trustee Jayce Montes seconded the motion. All were in favor with no objections.**

### **ACTION**

**A motion to Elect Trustee Phillip Dickerman to Secretary was made by Vice Chair Dana Tueller. Trustee Jayce Montes seconded the motion. All were in favor with no objections.**

## **6) PERSHING HEALTHCARE FOUNDATION: Update Dana Tueller**

- The PHF does not have enough members for a quorum and are looking at ways to get more members join the Foundation.
- The PHF dinner did not raise enough money, so are looking at other options for fund raisers.
  - One of the new ideas for a fund raiser is a cruise that is risk free at this time.

## **7) OTHER ITEMS**

- m. CORRESPONDENCE – **No correspondence for review or action.**
- n. LEGAL – **No action taken in executive session.**

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- o. OTHER –

## **8) PUBLIC COMMENT – No public Comment.**

## **9) ADJOURN –Chair Ted Bendure adjourned the meeting at 8:13 p.m.**

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