



PERSHING GENERAL HOSPITAL & NURSING HOME BOARD OF TRUSTEES
Regular Board Meeting
MINUTES
Thursday, August 22, 2024

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

Joined via MS Teams:
Absent: Commissioner Liaison Shayla Hudson; Trustee Jayce Montes;

Others Present:
Staff Present: Brandon Chadock; Raylene Stiehl; Lynn Broyles; Debbie Mock; Crystal Hornby; Jeff Meyers; Bobbette Hampton; Kevin Haggerty

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.**
 - Approval of meeting Minutes for the Special Board Meeting, July 19, 2024.
 - Approval of meeting Minutes for the Regular Board Meeting, July 25, 2024.
 - Warrants (Check Register)
 - Acceptance by proxy Renown Telemedicine privilege appointment(s) for: Sullivan, Laura MD; Pink, Rachel APRN; Prado, Aaron DO;
 - Acceptance by proxy Renown Telemedicine privilege deactivated providers acknowledged – Fuentes, Heather DO;
 - Acceptance by proxy Direct Radiology privilege appointment(s) for: Burton, Dennis MD;

ACTION:

Secretary Phillip Dickerman made a motion to approve the Consent Agenda with the following amended items for the July 19, 2024, meeting minutes.

- Remove Chair Ted Bendure from attendance.
- Remove Kamin VanGuilder, MD from attendance.
- Remove Kevin Haggerty from attendance.
- Remove Debbie Mock from attendance.
- Remove KayDawn Hughes from attendance.
- Remove Crystal Hornby from attendance.
- Remove Rodney Wilcox from attendance.
- Raylene Stiehl attended in person, not via MS Teams
- Add Bobbette Hampton to the staff attendance.

Vice Chair Dana Tueller seconded the motion. All were in favor with no objections.

4. REPORTS

- **Risk Manager: Update by KayDawn Hughes**
 - Risk Report was reviewed as presented in the Board packet which included:
 - Sentinel Events
 - Infections in house
 - Complaints for July
 - Monthly Statistics
 - Quarterly Quality Assurance Performance Improvement (QAPI) update.
- **Chief Nursing Officer: Update by Raylene Stiehl, MSN, RN**
 - CNO report was reviewed as presented in the Board packet. Items reviewed included:
 - Staffing update
 - After hours imaging.
 - Mock Survey working on recommendations.
 - QAPI Mock Survey

- Physician updates –
 - Dr. Vanguilder is overseeing acute/swing patients, standing orders, form reviews, billing opportunities and Formulary reviews.
 - Dr. Mueller is working on provider orientation manual for ER which includes:
 - STEMI
 - Sepsis
 - Stroke
 - Active Labor
 - Trauma
- Training opportunity for ultrasound guided IV's b Sydney Wemple.
- CNA class opportunity
- Annual Approval for Infection Preventionist

ACTION:

A motion to approve Zach Pritchard as the Infection Preventionist and Sydney Wemple & Raylene Stiehl as backup Infection Preventionists was made by Secretary Phillip Dickerman. Vice Chair Dana Tueller seconded the motion. All were in favor with no objections.

- **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:
 - Special Focus Facility Progress
 - Contracted with a remote MDS company (Polaris Group), to help clear up items recommended in the Mock Survey.
 - LTC & Friends, facility wide support to help ensure passing upcoming survey in October
 - Administrative team working to make changes
 - SFF Restrictions
 - Graduation requirements
 - Falls
 - Med Administration 100%
 - Staffing/Utilization
 - Team Building
 - Resident Adventures
- **Chief Financial Officer: Update by Lynn Broyles, CPA, CGMA**
 - Lynn Broyles shared that June and July financials are not closed and draft documents were shared and discussed at the Board meeting.
- **Revenue Cycle Manager: Update by Debbie Mock**
 - Debbie shared that there were no Uncollectible Accounts Write-Offs for July 2024.
 - The TruBridge Financial Analysis was reviewed as presented in the Board packet.
 - Debbie shared that she has diligently been working on the credit accounts for Pershing. She has made progress and has cleared up a significant amount but is still working on completing the entire project.
- **Administrator/CEO: Update by Brandon Chadock**
 - Rural Health Clinic Utilization Report and Operational report – Brandon reviewed the report as presented in the Board packet.
 - Brandon also shared financial trends comparing Pershing to nationwide facilities using years of 2017 – 2024.
 - Trend information included the following:
 - Total Revenue Vs. Total Expense
 - Non-Operating Revenues
 - Expense Categories Over Time
 - Salaries & Benefits compared to Total Revenue and Expense
 - Total Margin measures
 - Cash Flow Margin measures

- Brandon also shared comparisons from the Critical Access Hospital Measurement and Performance Assessment System that compares State, Regional and National CAH indicators against individual hospital information.
 - 2022 & 2023 National Comparison to Peer Groups slides
 - 2022 & 2023 Comparison of Pershing to Nevada Rural Hospitals

5. CRITICAL ACCESS HOSPITAL (CAH) ITEMS

- UNFINISHED BUSINESS -
- NEW BUSINESS
 - Resident Funds Policy was presented to the Group by Lynn Broyles and stated that we have updated this policy with CMS requirements so that if surveyors pulled this information, we have CMS requirements covered in this policy.
 - Administration has requested a \$1,000.00 Credit Card for Stephanie Wolf, Social Worker. Currently tracking for Long Term Care residents to make purchases is difficult as they need to be purchased and tracked on the CEO credit card. Stephanie Wolf having a credit card to make purchases for the Long-Term Care residents would make tracking and reconciliation more efficient and less cumbersome.

ACTION:

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

ACTION:

Vice Chair Dana Tueller made a motion to approve the \$1,000.00 credit card, for Stephanie Wolf, Social Worker in the amount not to exceed a \$1,000.00 credit limit. Trustee Sondra Sayles seconded the motion. All were in favor with no objections.

6. PERSHING HEALTHCARE FOUNDATION: Jeff Meyers

- Jeff shared that the Foundation cleared \$14,500.00 after expenses from the Annual fundraiser Basque dinner.
- The Foundation is currently in talks with Wendy Nelson, from Depot to have a trivia night at the Depot.
- The Foundation is also working on a November 1, 2024, murder mystery event to be held at Temptations.
- The Foundation is looking at other opportunities to help CNA students be able to attend classes in Reno, such as reimbursement for gas.

7. OTHER ITEMS

- CORRESPONDENCE – None
- LEGAL – No action taken in executive session.

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- Chair Ted Bendure shared with Bryce Shields Board of Trustees Legal, that we potentially have 2 spots opening on the Board of Trustees and asked him on thoughts of how to get the word out to fill the open positions. Bryce shared that they could get onto the County Commissioners agenda to announce the upcoming open positions. Ted shared that he would like the potential new members to attend the Board of Trustees meetings prior to applying so they are aware of what kind of responsibilities they will have once on the Board of Trustees.

8. PUBLIC COMMENT – No public Comment.

9. ADJOURN –Chair Ted Bendure adjourned the meeting at 7:05 p.m.

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