



PERSHING GENERAL HOSPITAL & NURSING HOME BOARD OF TRUSTEES
Regular Board Meeting
MINUTES
Thursday, April 27, 2023

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

- 1) **CALL TO ORDER** –Chair Ted Bendure called the meeting to order at 5:31p.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, March 23,2023
 - Warrants (Check Register)
 - Acceptance by proxy Renown Telemedicine privilege appointment(s) for: Sarah Hand, MD; Ivie Okundaye, MD; Vadim Gladwill, MD; Elizabeth Ebueng, MD; Carrissia Feaster, CNM; Dawn Osterman, APRN;
 - Acceptance by proxy Renown Telemedicine privilege deactivated providers acknowledged – Jamie Cichon, MD; Mordechai Lavi, MD;
- Acceptance by proxy for deactivated providers at vRad acknowledged - Robert Miller, MD; Viken Manjikian, MD;

ACTION: A motion to approve the Consent Agenda was made by Vice Chair Dana Tueller. Secretary Carol Shank 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 shared the new QAPI tracking spreadsheet with the Board of Trustees that will be used for tracking going forward.
- **Chief Nursing Officer: Update by Raylene Stiehl, MSN, RN**
 - CNO report was reviewed by Raylene as presented in the Board Packet.
 - Raylene shared areas of concerns for LTC, Nursing, HR, Dietary, & IP from the Survey conducted the week of April 9, 2023.
- **Chief Financial Officer: Update by Lynn Broyles, CPA, CGMA**
 - Lynn Broyles shared that she and Brandon are working with the new auditing company, who has the ability to build models in their software, that is capable of tracking financials on a month to month basis.
 - Financial statements for periods ended February 28, 2023, and March 31, 2023 were reviewed as presented to the Board.
 - The audited financial statement for Years ended June 30, 2022, and 2021 were reviewed by Lynn Broyles.

ACTION: A motion to approve the February & March Financials was made by Secretary Carol Shank. Vice Chair Dana Tueller, seconded the motion. All were in favor with no objections.

ACTION: A motion to approve the Audited financial statement years ended June 30, 2022, and 2021, was made by Trustee Phillip Dickerman. Vice Chair Dana Tueller, seconded the motion. All were in favor with no objections.

- Lynn Broyles reviewed the March uncollectible account write-offs and the TruBridge reports for Debbie Mock as presented in the Board packet.

ACTION: A motion was made by Secretary Carol Shank to approve the uncollectible account write-offs for March. Vice Chair Dana Tueller 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. As of May 11, 2023, we will no longer be required to report COVID statistics so unless the Board members want to continue to see this information it will be removed from the report.
 - MRI volumes have increased and Trustee Phillip Dickerman asked if the advertising was drawing business from other areas. Brandon shared that he will run the zip code by service line to see if this is accounting for the increase in the MRI volumes.
- Lab Expansion – Brandon Chadock shared that Chair Ted Bendure had the opportunity to go through the new location of the lab. The lab is at 60 – 70 percent complete. The biggest hold up was the Pennington Grant funds needing to be approved by the Grant Foundation in order to finish purchasing equipment & HVAC addition for completion.
- Pennington Grant – Pershing General Hospital has received approval from the Pennington Foundation to go forward with using the funds from the grant.
- Employee engagement Survey - HR put together an employee engagement survey that was put out for employees to give feedback. Approximately 35% of employees responded to the survey. HR will be presenting the findings in a future Board of Trustees meeting.

5) CRITICAL ACCESS HOSPITAL (CAH) ITEMS

- UNFINISHED BUSINESS -
- NEW BUSINESS
 - Proposed adjustment to personnel policies – Jeff presented a request to change the verbiage for the employee insurance eligibility from the first of the month following 30 days employment to the first of the month following employee’s start date. The reason for this is to help employees changing jobs to be able to have insurance coverage earlier and help in recruiting efforts.
 - Verbiage in the Sick Leave Policy currently states 1.85 hours per each regularly scheduled hour worked and the proposal was to correct the error to 1.85 hours per regularly scheduled pay period.

ACTION:

A motion was made by Trustee Phillip Dickerman to change the verbiage for insurance eligibility as proposed. Vice Chair Dana Tueller second motion. All were in favor with no objections.

A motion was made by Trustee Phillip Dickerman to approve the sick leave change proposal as presented. Vice Chair Dana Tueller second the motion. All were in favor with no objections.

6) PERSHING HEALTHCARE FOUNDATION: Update Dana Tueller.

- Dana Tueller shared that the Pershing Healthcare Foundation meeting discussion included trying to come up with alternatives for fund raising events and the upcoming dinner scheduled for August 12, 2023.

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 7:09 p.m.

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