



PERSHING GENERAL HOSPITAL & NURSING HOME BOARD OF TRUSTEES
Regular Board Meeting
MINUTES
Thursday, August 03, 2023

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

- 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, June 29, 2023
 - Warrants (Check Register)
 - Acceptance by proxy Renown Telemedicine privilege appointment(s) for: Thompson, Sara E APRN; Adams, Anetta APRN;
 - Acceptance by proxy Renown Telemedicine privilege deactivated providers acknowledged – Adams, Bethany Laurel DNP; Bobst, Derek APRN;
 - Acceptance by proxy for reappointment at vRad: Gutstein, Laurie MD; Gilfeather, Maryellyn 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.
 - Acute
 - Dietary
 - HR
 - IT
 - Lab
 - ER
 - LTC
 - Maintenance/Life Safety
 - Radiology
 - KayDawn will be presenting the annual QAPI program review at the next meeting.
- **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
 - Plan of correction was accepted and we continue to work on improvement processes
 - Critical Access Hospital update
 - Worked with Linda Lilleboe of NRHP to on survey readiness and checklists for conditions of participation.
 - CPSI – Strengths, Weakness, Opportunities, Threats (SWOT) analysis conducted by CPSI of the current EMR utilization.
 - Skilled Nursing Facility update
 - Staffing update

- COVID-19 update
- Infection Prevention
- **Chief Financial Officer: Update by Lynn Broyles, CPA, CGMA**
 - Review and approve Debt Management Policy
 - Review and approve Capital Improvement Plan

ACTION:

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

ACTION:

A motion to approve the Capital Improvement Plan Policy was made by Trustee Phillip 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 June 2023 as presented in the packet to the Board.
 - Due to time constraints the TruBridge Financial Analysis was not reviewed at the meeting. The Board Members had been sent a copy of the report and once they review, they can reach out to Debbie with any questions.

ACTION:

A motion was made by Vice Chair Dana Tueller to approve the uncollectible account write-offs for June 2023. Trustee Phillip Dickerman seconded the motion. All were in favor with no objections.

5) CRITICAL ACCESS HOSPITAL (CAH) ITEMS

- UNFINISHED BUSINESS -
- NEW BUSINESS
 - Raylene presented the Infection Prevention Control Plan to the Board Members.

ACTION:

A motion was made by Vice Chair Dana Tueller approve the Critical Access Hospital & Long term Care Infection Prevention Control Plan. Chair Ted Bendure seconded the motion. All were in favor with no objections.

ADJOURN –Chair Ted Bendure adjourned the meeting at 6:40 p.m. due to a quorum no longer available.

The following meeting items took place as information only to the Board Members left at the meeting. No actions were taken from this point forward. (Continuation of section 4 leadership reporting.)

- **Chief Financial Officer: Update by Lynn Broyles, CPA, CGMA**
 - CFO explained the amended budget to the board. Changes were needed do to the unexpected increase in the need for travelers and the salary table adjustments during the year as well and the unexpected increase in revenues during the year. The same numbers were reported as the current year estimates in the final FY2023-2024 budget.
 - Review draft financial statements for June 30, 2023 – Financial statements are not ready for review and approval due to year-end adjustments and accruals. Will present to Board once completed.
 - Lynn is meeting virtually with new Audit company to plan audit.
- **Administrator/CEO: Update by Brandon Chadock**
 - Brandon presented the following information:
 - Rural Health Clinic Utilization Report
 - Operational Statistics
 - Forthcoming reorganization of departments in Hospital; relocating spaces for improved utilization.
 - CPSI SWOT analysis revealed a lot of opportunities to better utilize our system and make improvements for efficiency and functionality.

- New IT Director has been hired.

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

- Dana shared that the Chair of the Foundation is moving back to Idaho so the Chair position is now open.
- Work continues on the Foundation 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.**

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