



PERSHING GENERAL HOSPITAL & NURSING HOME BOARD OF TRUSTEES
Regular Board Meeting
MINUTES
Thursday, December 22, 2022

ATTENDING: Board: Chair Charles Safford, Vice Chair Ted Bendure, Secretary Dana Tueller, Trustee Phil Dickerman, Trustee Jayce Montes
Absent:
Others Present:
Staff Present: Brandon Chadock, Raylene Stiehl, Lynn Broyles, KayDawn Hughes, Debbie Mock, Bobbette Hampton
Present by Zoom: Legal Bryce Shields, Commissioner Liaison Carol Shank

- 1) **CALL TO ORDER** – Chair Charles Safford 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, November 21,2022
- Warrants (Check Register)
- Acceptance by proxy Renown Telemedicine privilege appointment(s) for: : Kelly Tuveson, DO; Hasmik Al Danaf, MD; Noaa Spiekermann, MD; Mike Khieu, MD; Danilo Vitorovic, MD; April Lennon, APRN; Bethany Adams, DNP;
 - a. Acceptance by proxy Renown Telemedicine privilege deactivated providers acknowledged – Ying-Chia Cheng, DO; Travis Smith, DO; Sara Healy, MD;
- Acceptance by proxy for reappointment at vRad: Shwan Kim, MD

ACTION:

A motion to approve the Consent Agenda was made by Vice Chair Ted Bendure. Secretary Dana Tueller second the motion. All were in favor with no objections

4) REPORTS

- b. **Risk Manager: Update by KayDawn Hughes**
 - Risk Report was reviewed which included:
 - NRS 439.875 Patient Safety Committee Events.
 - No Sentinel Events for November.
 - 2 Long Term Care infections acquired in house.
 - No recommendations to reduce the number and severity of sentinel events & infections.
 - Quality Assurance – 2 Complaints were received in November. Quality Indicator Results were shared with the Board. (See page 30 of the Board Packet.)
 - KayDawn deferred Infection Prevention topic to Raylene Stiehl, CNO for presentation.
 - KayDawn shared that PGH email is being moved to a new server and that the majority of staff email has been completed.
- c. **Chief Nursing Officer: Update by Raylene Stiehl, MSN, RN**
 - Chief Nursing Officer report was given by Raylene which included the following:
 - SFF update –
 - Weekly meetings being held to verify corrective action are being put in place and kept going.
 - Infection Prevention is currently transitioning under the CNO. Dave Woodward brought back as consultant.
 - Life safety plan has been accepted, but still waiting on long term care approval for correction plan.
 - Staffing update – Activities Coordinator is doing very well and will begin schooling in January to obtain certification. We are still in need of using travelers for staff coverage.
 - COVID-19 update – All employees returned to work from COVID-19. 1 resident out of isolation and all other residents negative.
 - OSHA Survey – They did an audit of reporting tools and gave us gentle guidance and discussion of bringing in de-escalation training for the staff.

- Working with a consultant in acute to get any issues pointed out and fixed prior to having a surveyor come in.
- d. **Chief Financial Officer: Update by Lynn Broyles, CPA, CGMA**
 - Chief Financial Officer report was given by Lynn which included the following:
 - October and November financial statements were handed out and reviewed at the meeting. Financial statements are materially correct and Lynn is making monthly re-adjustments so that it is more up to date for inclusion into the Board Packets.
 - November dashboard information was not available for the meeting.
 - New employee in accounting is still working out well.
 - Working to get grant monies expended and the CEO will be updating the Board with more detailed information during his report out.
 - Admin. Team is working on how to find solutions to gain more staff and dispense use of travelers.
 - Tentative budget needs to be submitted by 3/15/23 and the final budget information is due in June 2023.
 - PERS has an increase coming up. It has gone from 29.75 to 33.50.
 - Significant outlay of money has been used to fix items from the Survey.
- e. **Revenue Cycle Manager: Update by Debbie Mock**
 - Revenue Cycle Report was given by Debbie Mock which included the following:
 - Two uncollectible account write-offs for November 2022.
 - TrueBridge – Was distributed at the Board meeting as it had not come in time to place into the packet.
 - Staffing – The majority of the business office has been out of the office with COVID.

ACTION: A motion was made by Vice Chair Ted Bendure to approve the uncollectible account write-offs. Secretary Dana Tueller second the motion. All were in favor with no objections.

- f. **Administrator/CEO: Update by Brandon Chadock**
 - Brandon reviewed the Operational Statistics and Rural Health Clinic update.
 - Administration and Finance are developing a strategy to update wages so that we can improve recruitment and retention, and reduce travelers.
 - Working to get an additional traveler in the Lab due to the CLIA survey that was done a few weeks ago. It was identified that we need to have a bigger space for the lab, so we have started the steps to make the move to a larger space. The goal is to have the lab fully functional in February 2023, but will depend on updated equipment arrival.

5) CRITICAL ACCESS HOSPITAL (CAH) ITEMS

- g. UNFINISHED BUSINESS - None
- h. NEW BUSINESS
 - i. Approve reappointment of privileges for Veer Babu, MD, Emergency Medicine – **For Possible Action**
 - ii. 2023 Board of Trustee Meeting Dates
 - iii. Grant Expense Approvals - Brandon shared that he had discovered a Board Governance policy that states any amount over \$9,999.99 require Board approval. (Policy #4.10, Capital Purchases) He distributed a Grant Expense Request List to the Board and reviewed what each item is, the amount of purchase funds and why they are needed.

ACTION:

Reappointment – Vice Chair Ted Bendure made a motion to approve the reappointment of Dr. Babu. Trustee Jayce Montes second the motion. All were in favor with no objections.

2023 Board of Trustee Meeting Dates – Vice Chair Ted Bendure made a motion that the following dates will be the Board Meeting dates for 2023. Trustee Jayce Montes second the motion. All were in favor with no objections.

- **January 26, 2023 – to include Election of Officers**
- **February 23, 2023**
- **March 23, 2023**
- **April 27, 2023**
- **May 25, 2023 – to include Budget Meeting**
- **June 22, 2023**
- **July 27, 2023**

- **August 24, 2023**
- **September 28, 2023**
- **October 26, 2023**
- **November 30, 2023 (Rescheduled from 11/23/23)**
- **December 28, 2023**

Grant Expense Approvals - A motion was made by Vice Chair Ted Bendure to approve all items on the Grant Expense list. Trustee Phillip Dickerman second the motion. All were in favor with no objections.

6) PERSHING HEALTHCARE FOUNDATION: Update by Charles Safford

7) OTHER ITEMS

m. CORRESPONDENCE – **No correspondence for review or action.**

n. LEGAL – **No Legal for review or action.**

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o. OTHER – CNO Raylene Stiehl, thanked Bryce for the help with a patient PGH had in the ER that was very aggressive and needed to be transferred to a different facility.

8) PUBLIC COMMENT –

- None

9) ADJOURN – Chair Charles Safford adjourned the meeting at 6:39 p.m.

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