



PERSHING GENERAL HOSPITAL & NURSING HOME BOARD OF TRUSTEES

Regular Board Meeting

MINUTES

Thursday, May 26, 2022

ATTENDING: Board: Vice Chair Ted Bendure, Secretary Dana Tueller, Trustee Philip Dickerman, Trustee Jayce Montes
Absent: Chair Charles Safford
Others Present: Commissioner Liaison Carol Shank
Staff Present: Cynthia Hixenbaugh, Lynn Broyles, Raylene Stiehl, KayDawn Hughes, Debora Mock
Present by Zoom: Debra Gilbertson, Legal Counsel Bryce Shields, Patty Bianchi

- 1) **CALL TO ORDER** – Vice Chair Ted Bendure called the meeting to order at 5:30 P.M.
- 2) **PUBLIC COMMENT** – No public comment.
- 3) **PUBLIC HEARING – Fiscal Year 2022-2023 Tentative Budget for Pershing General Hospital and Nursing Home – For Possible Action**
There were no public comments made at this hearing.

ACTION

A motion to approve the Tentative Budget for Fiscal Year 2022-2023 was made by Secretary Dana Tueller. Second made by Jayce Montes. Motion approved.

- 4) **CONSENT AGENDA** - The Board will consider, for possible action, these items in their entirety without discussion – **For Possible Action.**
 - a. Meeting minutes for the Regular Board Meeting April 28, 2022
 - b. Warrants (Check Register)
 - c. Acceptance by proxy Renown Telemedicine privilege appointment(s) for Nima Almeiad, MD, Christina Alsop, DNP, Danielle Burian, APRN, Evelyn Cunningham, APRN, Harry Menon, DO, Jennifer Langham, APRN, Jillian Morris, PAC, Ashley Mueller, PAC, Sheena Spanskie, APRN, Shanae Vizza, PAC
 - d. Acceptance by proxy deactivation of Renown Telemedicine privileges for Kevin Chryсна, MD, Jeffrey Peel, MD

ACTION

A motion to approve the Consent Agenda was made by Trustee Phillip Dickerman. Second made Secretary Dana Tueller. Motion approved.

5) **REPORTS**

- e. **Risk Manager: Update by KayDawn Hughes**
 - i. **NRS 439.875 Patient Safety Committee Update**
 - April 2022: There were no sentinel events to report. The number of acquired infections in-house for acute was zero and long-term care had five infections. Recommendations to reduce the number and severity of sentimental events and infections that occurred: The dental infections have been resolved by the dentist, the UTI received education, the UTI antibiotic was changed due to sensitivity, and the patient with cellulitis passed away, but not due to the cellulitis.
 - Complaints and Quality Indicator Results**
 - There were no complaints in April
 - 92% goal for April 2022 ER Quality Indicators
 - Vital signs within 20 min of discharge: 97% (128/132)
 - Opioids prescribing in ER (AB 474): 100% (2/2)
 - Critical Labs reported to Provider within 60 minutes: 100% (23/23)
 - ED Transfers Communication: 100% (12/12)
 - April ERs – 132, AMAs – 7 (4 seen by provider), Admissions – 2, Swing – 0
 - LTC census is 23 (19 Medicaid, 3 private pay, 1 pending Medicaid flip to institutional, 1 admin/1 death)
 - LTC referrals – the Utilization Review Team is reviewing referrals for admission
 - QAPI – No report for April, however, KayDawn will work with the Clinic Manager regarding errors in the form of a Quality Improvement project.
- f. **Chief Nursing Officer: Update by Raylene Stiehl, RN**
 - i. Raylene Stiehl reported the departments current staffing needs: 2 ER RNs, 5 CNAs, 2 LTC RNs, 6 LTC CNAs, 1 DON, which are currently being filled with travelers. The MDS Coordinator is on a medical leave of absence. Due to a reduction in the per diem rate for RNs, two RNs have decided to go elsewhere and one decided not

to come work for PGH. If the Board has ideas for housing for the travelers, she would appreciate knowing. She has started training staff on the LUCAS Compression device and will include local EMS. The Nurse Apprentice program is in process with two local nursing students. She is working with CIHQ on a mock survey for CAH. The Cosmetology inspector found our salon to be in good order. She plans to meet with a home health group in Elko to garner referrals for inpatients. The LTC currently has 22 residents and another individual is being referred for eligibility.

g. Financial Officer: Update by Lynn Broyles

i. Approve Financial Statement for period ending April 30, 2022 – For Possible Action

Lynn provided a narrative to the Board for review. She reviewed the financial statement for April 2022 stating the April financials are disappointing compared to March. Available cash is a little over \$4 million not including the restricted grant accounts and debt covenants. Estimated net AR is \$1 million and 70.9% of all aged accounts are less than 90 days. Liabilities were at \$565,000 decrease from last month. Payroll increased based upon when payroll as paid. A decrease in net position of \$200,000 per month year to net net includes an adjustment to record, an estimated cost report adjustment to January 31st. Unused COVID supplies in inventory are adjusted monthly. There is an unfavorable variance in professional fees due to agency staff. She is working on an amended budget for the current fiscal year for the next board meeting to be filed by June 30th to remain in compliance with state law. Year to date our net loss for the year is \$1.1 million. Some year-end. Lynn stated she will have an adjustment to these financial statement from \$249,000 to \$219,000.

ACTION

A motion to approve the financial statement as amended for the period ended April 30, 2022 was made by Secretary Dana Tueller. Second made by Trustee Jayce Montes. Motion approved.

ii. Revenue Cycle Dashboard

Lynn reviewed the Revenue Cycle Dashboard with the Trustees.

h. Revenue Cycle Manager: Update by Debbie Mock

i. Approval of the Patient Account Write-Offs for April 2022 – For Possible Action

Debbie reviewed the write offs for April 2022. The Board members are concerned about the amount of write offs they are reviewing each month and asked what is being done to rectify the errors. Debbie Mock reported that a majority of the errors are coming from the Clinic due to not checking the correct insurance, which is causing the errors. The eligibility software from Evident has been purchased and is being installed. This will help the receptionists, ward clerks and admissions staff verify the patient's coverage for proper billing and collections. She stated she is unsure what the next month will look like. KayDawn Hughes will be working with the Clinic Manager and employees on a quality project to show improvement in this area.

ACTION

A motion to approve the April 2022 Write Offs as presented was made by Trustee Phillip Dickerman. Second made by Secretary Dana Tueller. Motion approved.

ii. TruBridge Financial Analysis – Debbie reviewed the TruBridge Financial Analysis reports with the Board of Trustees for April 2022. Of note, Debbie reported that AR is \$1 million.

i. Administrator/CEO: Update by Cynthia Hixenbaugh

i. Rural Health Clinic Utilization Report

April 2022 – The Clinic saw 575 patients. Of the 575 patients, 31 of those were new patients. There was a total of 60 visits that were potential COVID patients that were seen outside under the tent. We are beginning to see a slight increase in the number of positive cases. As of May 24th, there have been 11 confirmed positive cases. In the month of April, we gave 49 COVID vaccines and will continue to offer the vaccines weekly including the second booster for qualifying patients. COVID-19 Home test kits are still available to anyone interested and are free of charge. The Physician Center along with the school will offer free school/sports physicals on June 22 from 8-noon and June 30 from 1-5 pm. After these dates, anyone that missed the free days can schedule a physical at the clinic for a reduced cost of \$25.

ii. Administrator's Report

- Cindy updated the Board on the CIHQ Survey readiness pilot survey.
- The facility was invited to participate to assist CIHQ in their accreditation for CMS. PGH has been awarded a Top 20 in Quality Award from Chartis Health for Critical Access Hospitals. The award will be presented at the NRHA Conference in September.

- The quarterly NRHP/LiCON meeting was held in Reno in May and insurance renewals are in process. We do expect to see increases again this year and Hudson is no longer quoting two years at a time.
 - Candidate in person interview schedules as well as scheduling for a third Candidate will need to be accomplished in the next week. Candidate A – June 13, Candidate B – June 6, Candidate C – June 1.
 - Southern Nevada is seeing a rebound in COVID positive cases. We have seen 11 positive cases in our county. The hospital received information regarding mitigation for Monkey Pox and the flu season has been extended from the end of April through June due to mask use being up over the past two years. There has been an increase in flu now that masks are not being worn by the general public. The hospital is required to continually educate staff on the importance of vaccination for COVID, boosters and masking guidelines. Cindy received a call from the state asking why our booster rate was low amongst staff and what we are doing to educate them on the boosters. Vaccines will be reviewed as part of surveys and penalties will be severe by CMS for non-compliance. We are required to 100% compliance, whether vaccination, booster or exemption. All documentation must be available for review by the surveyors.
 - State Emergency Directive 11 was cancelled by the Governor effective May 20th. This affects hospitals who have patient care staff from other states with licensure waivers.
 - PGH ordered 300 flu doses for the fall flu season with 50 senior doses. The county health nurse plans an October flu pod. We will help them as much as possible with available staff.
 - Welcome back to Patty Bianchi. Patty will take over Interim CEO July 2nd. She is starting the week of June 6th for transition. She is working on her new hire paperwork and pre-employment requirements.
 - With no HR Director, Cindy is a resource for Jeff Meyers as much as she can before she leaves.
 - Cindy is reviewing the corrections to the Price List Expectancy per CMS regulations as submitted by Lynn Broyles. We hoping that the corrections she and Debbie made meet their requirements. The list will be posted on our webpage per regulation.
 - PGH has a new Physical Therapist, Jason Cutler. Brad Robison has relocated to Utah and he will be missed. Rehab Services of Nevada will no longer service the school district. This will make them more available for out patients and residents.
- j. **Recruitment Committee: Update by Charles Safford and/or Ted Bendure**
- i. **Update the Board of Trustees on the progress of the CEO recruitment – For Possible Action**
The in-person interviews have been set with the following schedule: Candidate B June 4-7 with in person interview with the Board and Management on June 6; Candidate A June 11-14 with in person interview with the Board and Management on June 13; Candidate C June 1 in person interview at 5:30 p.m. Cindy will meet with both Candidates A and B on the Sunday prior to their interview to show them the town, meet with the realtor and tour the facility. Candidate A will meet with Ted Bendure on Sunday before his interview because Ted will not be available for the in-person interview with the Board. Interview questions were selected by the Recruitment Committee and will be available in the Trustee folders for each interview.

6) CRITICAL ACCESS HOSPITAL (CAH) ITEMS

- k. UNFINISHED BUSINESS – **For Possible Action**
- i. Discussion and possible action for the selection of B.E. Smith or Kirby Bates Associates to launch recruitment search for Hospital Administrator/CEO – **For Possible Action**
The Board tabled this agenda item indefinitely, but will remain on agenda in case it is needed.
- l. NEW BUSINESS – **For Possible Action**
- i. Approve reappointment of privileges for Kamin VanGuilder, MD, Family Practice – **For Possible Action**
- ii. Approve reappointment of privileges for Robert Leckie, MD, Radiology – **For Possible Action**
- iii. Approve reappointment of privileges for Tyler Peterson, DO, Emergency Medicine – **For Possible Action**
- iv. Approve reappointment of privileges for Eric Goldberg, MD, Radiology – **For Possible Action**

ACTION

A motion to approve the reappointment of privileges for Kamin VanGuilder, MD, Family Practice, Robert Leckie, MD, Radiology, Tyler Peterson, DO, Emergency Medicine and Eric Goldberg, MD, Radiology was made by Trustee Phillip Dickerman. Second made by Secretary Dana Tueller. Motion approved.

7) PERSHING HEALTHCARE FOUNDATION: Update by Charles Safford

- The Foundation's Annual Fundraiser-Dinner will be held on August 13, 2022. The next meeting will be held on June 14. Cindy plans to make sure the bricks are placed in the hospital's front flower beds before she leaves.

8) OTHER ITEMS

- a. CORRESPONDENCE – The NHA's HealthPAC notice was included in the packet for the Trustees.
- b. LEGAL – None
The Pershing General Hospital and Nursing Home Board of Trustees may by law receive information from legal counsel regarding potential or existing litigation involving a matter over which the Pershing General Hospital and Nursing Home Board of Trustees has supervision, control, jurisdiction or advisory power, and such gathering does not constitute a meeting of the Pershing General Hospital and Nursing Home Board of Trustees pursuant to NRS 241.015.
- c. OTHER – None

9) PUBLIC COMMENT – None

10) ADJOURN: Vice Chair Ted Bendure adjourned the meeting at 6:27 p.m.

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