

WHITE PINE COUNTY HOSPITAL DISTRICT

WILLIAM BEE RIRIE HOSPITAL

BOARD OF TRUSTEES

MINUTES

This was a duly noticed Regular Board of Trustees Meeting of the White Pine County Hospital District Board of Trustees held Monday November 20, 2017 at 5:00 p.m.

**TRUSTEE'S PRESENT**

Burton Hilton – Chairman  
Richard Rowley – Trustee  
Wade Robison – Trustee  
Julie Gianoli – Secretary  
Leslie Martin - Trustee  
Michael Mugosa, M.D. – Trustee/  
Chief of Staff

**STAFF PRESENT**

Matthew Walker - Chief Executive Officer  
Tracie Gust, RN - CNO  
Richard Sears – Attorney  
Susan Martin – Administrative Assistant  
Edwin Szewczyk, CFO  
G. Norman Christensen, M.D.  
Daren Kunz, PharmD.

**TRUSTEE'S ABSENT**

**STAFF ABSENT**

**GUESTS PRESENT**

Carol McKenzie  
April Bath  
Andy Bath, PharmD.  
Thomas Bath

Attached hereto is the sign-in sheet and by reference incorporated herein.

**WHITE PINE COUNTY HOSPITAL DISTRICT**

**Regular Board of Trustees Meeting**

- |   |              |
|---|--------------|
| <b>1. Call to Order</b>   | <b>I</b>     |
| <b>2. Roll Call</b>   | <b>I</b>     |
| <b>3. Public Comment:</b> <i>Comments not exceeding five(5) minutes in length will be accepted from the general public in attendance. If any are made, there may be discussion upon these comments. No vote, decision, or action may be</i> | <b>I / D</b> |

*taken upon matters raised under this item until it is formally placed on the agenda as an action item. **Comments during Discussion Items will not be accepted from the General public.** “Section 8.05, of the Nevada Open Meeting Law Manual indicates that the Public Body may prohibit comment if the content of the comments is a topic that is not relevant to or within the authority of the Public Body or if the content of the comments is willfully disruptive of the meeting by being irrelevant, repetitious, slanderous, offensive, inflammatory, irrational or amounting to personal attacks or interfering with the rights of other speakers”.*

**4. Approval and reading of minutes of the last regular meeting and of any special meetings, which may have been held since the last Regular meeting.**

**1) Regular Meeting – Monday, October 23, 2017 at 5:00 pm** **I / D / A**

**UNFINISHED BUSINESS**

**A. Enterprise Safety & Risk Management**

**1) Enterprise Safety & Risk Management Update** **I / D**  
**2) Risk Management Update** **I / D**  
**3) Quality Assurance Update** **I / D**

**B. Financial / Statistical Reports**

**1) Review and Approval of Financial Statements For the Period Ended:**  
**a) October 31, 2017 - Edwin Szewczyk, CFO** **I / D / A**

**2) Request for Approval and Presentation of Vouchers – Julie Gianoli**

**a) Accounts Payable – vouchers #109286 through #109534** **I / D / A**  
**b) Refunds – voucher #7129 to #7157** **I / D / A**  
**c) Payroll – vouchers # 32686 through # 32877** **I / D / A**  
**d) Bad Debt – Self Pay and Medicare** **I / D / A**

**NEW BUSINESS**

**A. 340b Program Overview – Edwin Szewczyk, CFO** **I / D**

**B. Open Discussion Hospital Billing, Bad Debt and Collections** **I / D**

**C. Review/Discuss/Approve Critical Need Position and Retiree Reemployment Notification for Nevada PERS regarding employment of Emergency Room Doctor, John Rogers, M.D.** **I / D / A**

**D. . Review/Revise/Approve Governance Policies – Chairman** **I / D / A**  
**1) 3.4 Delegation to the CEO**

- |  |           |
|--|-----------|
| 2) 3.5 Monitoring CEO Performance  | I / D / A |
| 3) 3.6 Ends  | I / D / A |
| <b>E. Appointments/Re-appointments – Mike Mugosa, M.D. -</b>   |           |
| 1) Appointments:   |           |
| a) Zima Pakzad, M.D. – Emergency Room  | I / D / A |
| 2) Re-appointments:  |           |
| a) David Byun, DO – Hospitalist  | I / D / A |
| b) Stephen Hamilton, CRNA  | I / D / A |
| c) Ray Hobbs, CRNA   | I / D / A |
| d) Cynthia (Ferrel) Veal, APRN – Nephrology  | I / D / A |
| e) Steven Vicks, M.D. - Nephrology   | I / D / A |
| f) Leon Jackson, M.D. – Radiologist  | I / D / A |
| g) Robert Leckie, M.D. – Radiologist   | I / D / A |
| h) Eric Goldberg, M.D. – Radiologist   | I / D / A |
| <b>F. Administrators’ Report – Matt Walker, CEO</b>  | I / D     |
| <b>G. Review/Discuss/Approve Purchase/Reimbursement of “Trustee Magazine” Subscription for the Board of Trustees.</b>  | I / D / A |
| <b>H. Annual Performance Review of Matt Walker - CEO, Approval of Performance Evaluation with Possible Pay Adjustment</b>  | I / D / A |
| <b>I. Correspondence Received Since Last Meeting:</b>  | I / D     |
| <b>J. Set Date and Time for the Next Regular and/or Special Meeting</b>  |           |
| 1) Next Regular Meeting and Annual Critical Access Hospital Meeting – Monday, December 18, 2017 at 5:00 pm   | I / D / A |
| <b>G. Board Comments:</b>  | I / D     |
| <b>H. Staff Comments:</b>  | I / D     |
| <b>I. Public Comment</b> <i>Comments not exceeding five(5) minutes in length will be accepted from the general public in attendance. If any are made, there may be discussion upon these comments. No vote, decision, or action may be taken upon matters raised under this item until it is formally placed on the agenda as an action item. <b>Comments during Discussion Items will not be accepted from the General public.</b> “Section 8.05, of the Nevada Open Meeting Law Manual indicates that the Public Body may prohibit comment if the content of the comments is a topic that is not relevant to or within the authority of the Public Body or if the content of the comments is willfully disruptive of the meeting by being irrelevant, repetitious, slanderous, offensive, inflammatory, irrational or amounting to personal attacks or interfering with the rights of other speakers”.</i> | I / D     |
| <b>J. Adjournment</b>  | I / D / A |

## I – Information / D – Discussion / A – Action

\*\* Note: The meeting minutes are presented as outlined on the posted agenda. The meeting may have visited agenda items out of order.

### 1. Call to Order

Chairman Hilton called the White Pine County Hospital District Board of Trustees Regular Meeting to order on Monday October 23, 2017 at 5:05 pm.

### 2. Roll Call

Chairman Hilton noted the sign-in sheet reminding everyone to sign in.

- 3. Public Comment:** *Comments not exceeding five (5) minutes in length will be accepted from the general public in attendance. If any are made, there may be discussion upon these comments. No vote, decision, or action may be taken upon matters raised under this item until it is formally placed on the agenda as an action item. **Comments during Discussion Items will not be accepted from the General public.** “Section 8.05, of the Nevada Open Meeting Law Manual indicates that the Public Body may prohibit comment if the content of the comments is a topic that is not relevant to or within the authority of the Public Body or if the content of the comments is willfully disruptive of the meeting by being irrelevant, repetitious, slanderous, offensive, inflammatory, irrational or amounting to personal attacks or interfering with the rights of other speakers”.*

Chairman Hilton asked for public comment. Seeing none Chairman Hilton moved on to item four.

### 4. Reading of the Minutes of the Last Regular Meeting and of any Special Meetings Which May Have Been Held Since the Last Regular Meeting.

#### 1) Regular Meeting – Monday, October 23, 2017 at 5:00 pm

Chairman Hilton entertained a motion to approve the minutes for the Regular Board of Trustees Meeting of October 23, 2017 as corrected.

**MOTION:** Trustee/Secretary Gianoli moved to approve the minutes for the Regular Board of Trustees Meeting minutes of October 23, 2017 as corrected. The motion was seconded by Vice-Chairman Rowley and carried.

## UNFINISHED BUSINESS

### A. Enterprise Safety & Risk Management

#### 1) Enterprise Safety & Risk Management & Quality Assurance Update -

Matt Walker reported a Medical Malpractice case has moved for dismissal and there was no workers comp cases for October.

**B. Financial/Statistical Reports**

**1) Review and Approve Financial Statements for the period ended:  
a) October 31, 2017.**

Edwin Szewczyk, CFO reviewed the October 31, 2017 financial statements with the Board of Trustees:

- Total operating revenue of \$2.3 million was slightly less than budget and prior year due to lower than expected outpatient revenues. Inpatient and Clinic revenues exceeded expectations slightly.
- Adjustments to revenues (estimated contractual adjustment) exceeded prior year due to a correction made in the prior year to AR reserves which is an anomaly. The current contractual adjustment rate closer represents actual cash flows
- Operating expenses of \$1.1 million exceeded budget and prior year. Pharmacy drug costs (in Supplies Expense) were significantly higher than expected due to several unanticipated chemo patients being administered chemo drugs on a regular basis. This variance is expected to continue for the unforeseen future. Costs for these chemo drugs are being reimbursed and the variance is being offset in net patient revenues. This variance was partially offset by lower supply usage in various other departments (timing). Other expense variances include unexpected Eureka provider recruiting costs of \$15,000.00, higher collection fees from NBF on collection of bad debt receivables (offset in cash flows) and various minor departmental variances which may be timing.
- Pro Fee expense variance is due to excessive reference lab fees paid during the month and is expected to mitigate over the coming months in addition to a timing of the payment of physician bonuses.
- Rental expense variance represents a timing of the payment for T-Systems in the ER and is expected to mitigate over the coming months.
- The positive variance in State & County Taxes is a timing of the receipt of tax revenues and is expected to generally mitigate over the coming months. We expect to receive tax revenues in proportion to the total amount reflected in the budget.
- The net loss for October 2017 was \$19,000.00.
- Cash increased by \$270,000.00 for September 2017 due to operational cash flows and efforts to clean up open AR balances.

Edwin asked if the Board of Trustees had any questions regarding the financial statements for October 31, 2017 and answered all questions. The financial statements for the Eureka Clinic will be presented quarterly, the next statement will cover to the end of December.

Chairman Hilton entertained a motion to approve the Financial Statements for the period ending October 31, 2017.

**MOTION:** Trustee/Secretary Gianoli moved to approve the Financial Statement for the period ending October 31, 2017. The motion was seconded by Vice-Chairman Rowley and carried.

**2) Request for Approval and Presentation of Vouchers**

**a) Accounts Payable Voucher:** Trustee/Secretary Gianoli presented accounts payable vouchers:

|            |               |               |
|------------|---------------|---------------|
| 10/19/2017 | 109286-109421 | \$ 654,822.54 |
| 11/02/2017 | 109422-109534 | \$ 395,254.58 |

Chairman Hilton entertained a motion to approve the accounts payable vouchers which included a voided check # 108815 in the amount of \$6,740.00.

**MOTION:** Trustee/Secretary Gianoli moved to approve the accounts payable vouchers 109286 through voucher 1099534 which included a voided check # 108815 in the amount of \$6,740.00. The motion was seconded by Trustee Robison and carried.

**b) Refunds:** Trustee/Secretary Gianoli presented refunds:

|            |           |              |
|------------|-----------|--------------|
| 11/09/2017 | 7129-7157 | \$ 17,251.27 |
|------------|-----------|--------------|

Chairman Hilton entertained a motion to approve the refund vouchers which included a break in sequence for voided check # 1711.

**MOTION:** Trustee/Secretary Gianoli moved to approve refund voucher 7129 through voucher 7157 which included a break in sequence for voided check # 1711. The motion was seconded by Vice-Chairman Rowley and carried unanimously.

**c) Payroll Vouchers:** Trustee/Secretary Gianoli presented payroll vouchers:

|            |                             |               |
|------------|-----------------------------|---------------|
| 10/27/2017 | 32686-32709                 | \$ 482,222.94 |
| 10/27/2017 | 32710-32713                 | \$ 6,183.49   |
| 10/30/2017 | 32714 (re-issue lost check) | \$ 0.00       |
| 11/10/2017 | 32715                       | \$ 1,817.28   |
| 11/10/2017 | 32716-32848                 | \$ 25,557.84  |
| 11/10/2017 | 32849-32872                 | \$ 528,127.06 |
| 11/10/2017 | 32273-32875                 | \$ 116,302.68 |
| 11/09/2017 | 32876                       | \$ 1,099.10   |
| 11/13/2017 | 32877                       | \$ 384.00     |

Chairman Hilton entertained a motion to approve the payroll voucher 32686-32877

**MOTION:** Trustee/Secretary Gianoli moved to approve the payroll vouchers 32686 through voucher 32877. The motion was seconded by Vice-Chairman Rowley and carried unanimously.

**d) Bad Debt** – Trustee/Secretary Gianoli presented bad debt vouchers:

|            |           |                |              |
|------------|-----------|----------------|--------------|
| 11/14/2017 | Self Pays | October 2017   | \$ 59,258.14 |
| 11/14/2017 | Medicare  | September 2017 | \$ 6,947.53  |

Chairman Hilton entertained a motion to approve the bad debt vouchers as presented.

**MOTION:** Trustee/Secretary Gianoli moved to approve the bad debt vouchers dated October 2017 as presented. The motion was seconded by Vice-Chairman Rowley and carried.

## **NEW BUSINESS**

**A. 340b Program Overview** – Daren Kunz, PharmD. presented to the Board of Trustees and guests an overview of the 340b program; providing information on who is eligible to participate in the program, the oversight responsibility and contracted pharmacies. Daren Kunz, PharmD. explained how the program works and the prescription process, showing a sample of how a 340b claim is process and where the revenues from the program are used (See attached copy of presentation). A discussion ensued with the Board of Trustees and guests present.

## **B. Open Discussion on Hospital Billing, Bad Debt and Collections**

Edwin Szewczyk, CFO updated the Board of Trustees on the in house billing explaining some of the things they have found during the conversion and how they are correcting those items they have found. The billing department has received training and they are now working through the system and learning to use the system as a whole rather than bits and pieces. The billing department is tracking the clean claim drop; which is trending upward. Edwin answered all question from the Board of Trustees.

## **C. Review/Discuss/Approve Critical Need Position and Retiree Reemployment Notification for Nevada PERS regarding employment of Emergency Room Doctor, John Rogers, M.D.**

Matt Walker, CEO explained the need for Dr. John Rogers to work in the emergency room; Ely is a very rural area and it is difficult to fill this position with a full time and permanent person. The Board of Trustees agreed Dr. Rogers is an asset to the hospital and approved the critical need position for him.

Chairman Hilton entertained a motion to approve the critical need position and retiree reemployment Notification.

**MOTION:** Trustee/Secretary Gianoli moved to approve the Critical Need Position and Retiree Reemployment Notification for Nevada PERS regarding employment of Emergency Room Doctor, John Rogers, M.D. The motion was seconded by Vice-Chairman Rowley and carried.

## **D. Review/Revise/Approve Governance Policies –**

### **1) 3.4 Delegation to the CEO**

Chairman Hilton entertained a motion to approve 3.4 Delegation to the CEO

**MOTION:** Vice-Chairman Rowley moved to approve Section 3.4 Delegation to the CEO of the Board Governance Policies. The motion was seconded by Trustee/Chief of Staff Dr. Mugosa and carried.

**2) 3.5 Monitoring CEO Performance**

Chairman Hilton entertained a motion to approve 3.5 Monitoring CEO Performance.

**MOTION:** Trustee Martin moved to approve Section 3.5 Monitoring CEO Performance of the Board Governance Policies as changed. The motion was seconded by Vice-Chairman Rowley and carried.

**3) 3.6 Ends**

Chairman Hilton entertained a motion to approve 3.6 Ends as amended.

**MOTION:** Trustee Martin moved to approve Section 3.6 Ends of the Board Governance Policies as amended. The motion was seconded by Vice-Chairman Rowley and carried.

**E. Appointments/re-appointments:**

**1) Appointments:**

**a) Zima Pakzad, M.D. – Emergency Room**

**MOTION:** Trustee/Chief of Staff Dr. Mike Mugosa made a motion to approve the appointment Zima Pakzad, M.D. to the Medical Staff of William Bee Ririe Hospital and Rural Health Clinic. The motion was seconded by Trustee/Secretary Gianoli and carried.

**2) Re-appointments:**

**a) David Byun, DO – Hospitalist**

**MOTION:** Trustee/Chief of Staff Dr. Mike Mugosa made a motion to approve the re-appointment of David Byun, DO to the Medical Staff of William Bee Ririe Hospital and Rural Health Clinic. The motion was seconded by Trustee/Secretary Gianoli and carried.

**b) Stephen Hamilton, CRNA**

**MOTION:** Trustee/Chief of Staff Dr. Mike Mugosa made a motion to approve the re-appointment of Stephen Hamilton, CRNA. to the Medical Staff of William Bee Ririe Hospital and Rural Health Clinic. The motion was seconded by Trustee Robison and carried.



**c) Ray Hobbs, CRNA**

**MOTION:** Trustee/Chief of Staff Dr. Mike Mugosa made a motion to approve the re-appointment of Ray Hobbs, CRNA to the Medical Staff of William Bee Ririe Hospital and Rural Health Clinic. The motion was seconded by Trustee/Secretary Gianoli and carried.

**d) Cynthia (Ferrel) Veal, APRN – Nephrology**

**MOTION:** Trustee/Chief of Staff Dr. Mike Mugosa made a motion to approve the re-appointment of Cynthia (Ferrel) Veal, APRN. to the Medical Staff of William Bee Ririe Hospital and Rural Health Clinic. The motion was seconded by Trustee Robison and carried.

**e) Steven Vicks, M.D. – Nephrology**

**MOTION:** Trustee/Chief of Staff Dr. Mike Mugosa made a motion to approve the re-appointment of Steven Vicks, M.D. to the Medical Staff of William Bee Ririe Hospital and Rural Health Clinic. The motion was seconded by Trustee Robison and carried.

**f) Leon Jackson, M.D. – Radiologist**

**MOTION:** Trustee/Chief of Staff Dr. Mike Mugosa made a motion to approve the re-appointment of Leon Jackson, M.D. to the Medical Staff of William Bee Ririe Hospital and Rural Health Clinic. The motion was seconded by Trustee Robison and carried.

**g) Robert Leckie, M.D. – Radiologist**

**MOTION:** Trustee/Chief of Staff Dr. Mike Mugosa made a motion to approve the re-appointment of Robert Leckie, M.D. to the Medical Staff of William Bee Ririe Hospital and Rural Health Clinic. The motion was seconded by Trustee Robison and carried.

**h) Eric Goldberg, M.D. - Radiologist**

**MOTION:** Trustee/Chief of Staff Dr. Mike Mugosa made a motion to approve the re-appointment of Eric Goldberg, M.D. to the Medical Staff of William Bee Ririe Hospital and Rural Health Clinic. The motion was seconded by Trustee/Secretary Gianoli and carried.

**F. Administrator's Report:**

Matt Walker reported to the Board of Trustees on:

- Matt wanted to apologize for the confusion regarding the 340b program with Economy Drug. Just because the information we did receive saying both pharmacies were in the arears, which was the information that we had. Again there was no reason to dispute it, the hospital has been with SunRX for years. Matt did say he has already talked with Andy Bath PharmD from Economy Drug and communication has been improved.

- Matt attended a conference in Reno last week in regards to the AB474 Governor's Bill requiring a lot of documentation for our doctors on those patients that are getting prescriptions for Opioids. The bill is designed to weed out those patients that are seeking opioids and taking advantage of the providers. Matt explained the new law and process.
- Eureka Clinic Update – the clinic still continues to do well, we are still working out kinks but for the most part are fully staffed and most of the resources are available. Radiology works, EHR works and everything is up and running. Eureka seems to be happy with the services provided and providers.
- ENT services will begin in January. Dr. Porter will give a schedule for the year as to when he will be here.
- Matt has been working on a grant for Family Planning, the State of Nevada lost the Title 10 funding for the County Nurse. Matt is working with PACE Coalition for a Grant which is Multi County and with Elizabeth Francis which will be a grant just for White Pine County family planning.
- The Hospital Christmas Party is December 16<sup>th</sup> at the convention center for those that would like to attend.

#### **G. Review/Discuss/Approve Purchase/Reimbursement of “Trustee Magazine” Subscription for the Board of Trustees.**

Chairman Hilton explained that when he first was on the Board of Trustees they were receiving this magazine, which he felt was a good magazine. Trustee Robison asked if the “Trustee Magazine” could be purchased for the Board. Trustee Robison wants to be informed as he can be as a Board Member. Trustee Robison purchased the magazine and found the magazine is a valuable tool for Board education. Trustee Robison receives an email daily on issues that pertains to hospitals. Susan Martin-Administrative Assistant will verify if there is a group discount if the entire board signs up, if not the individual board member can sign up for the subscription and get reimbursed for the purchase.

Chairman Hilton entertained a motion to purchase “Trustee Magazine” for any Board Member that would like to receive a subscription.

**MOTION:** Trustee Martin moved to approve the purchase/reimbursement of the “Trustee Magazine” for those member wanting a subscription. The motion was seconded by Vice-Chairman Rowley and carried.

#### **H. Annual Performance Review of Matt Walker - CEO, Approval of Performance Evaluation with Possible Pay Adjustment**

Chairman Hilton reminded the Board of Trustees they had received a performance evaluation form to be completed and retained in Matt Walker's employee file.

Chairman Hilton began the performance evaluation giving comments on Matt's performance and setting goals. Vice-Chairman Rowley gave his review of Matt's performance and accomplishments. As Chairman Hilton had said he too would like to see more community

involvement.

Trustee/Secretary Gianoli expressed this process is really difficult and she has really thought long and hard about it. Trustee/Secretary Gianoli shared comments she has heard about the hospital, which have been very positive complimentary comments including Doctors' and staff. Trustee/Secretary Gianoli pointed out the good things she has heard about some of the providers which included; Dr. Mugosa and staff, Amy Hemsley, APRN and the quality care she provides to her patients. Trustee/Secretary Gianoli feels that quality is more important than quantity. Billing still receives negative comments however it is really nice to be able to let the community know the staff is working diligently to bring the billing back in house, just give it time and it will improve. Calling the billing department for help with a bill she received that was a year old she found the staff very helpful, apologetic and able to explain the problem. The last person Trustee/Secretary Gianoli comment on was Susan Martin, Administrative Assistant on the job she does supporting the Board of Trustees. With that being said Trustee/Secretary Gianoli is pleased with the hospital and feels Matt has promoted those positive comments. Matt has good communication with the board, works on physician contracts to enhance quality of care not just quantity. Trustee/Secretary Gianoli listed other strengths she feels Matt demonstrates and gave her recommended goals.

Trustee Martin agrees with the other Board Members' but said the evaluation was difficult for her to complete because she does not see Matt's performance on a daily basis to answer some of the questions and the relationship with other employees. Given the survey that was done by the employees last summer, the biggest issue for improvement is communication within the hospital to all employees. Bringing the billing in house is great and hopes someday being able to do bad debt in house.

Trustee Robison feels Matt does a fantastic job, works hard, responsive to the board and likes that Matt is not afraid to try new things, thinking outside the box and looking at changes for the betterment of the hospital. Billing has been the main complaint so bringing that back in house is a good thing. Communication needs improvement between CEO and Department Heads, based on the employee survey.

Dr. Mike Mugosa agrees the consensus is Matt is doing an excellent job, there is creativity and forward thinking. The relationship with the providers is good and there is ability to access and communicate with Matt. Matt is promoting customer service and the customer service starts with him. Excellent job.

Chairman Hilton asked Matt what his compensation expectations for the next year were.

Matt thanked all Board members for their comments, it is an interesting job and not easy. Matt feels that with the 2% increase that was voted on for all employees is fair, he goes above and beyond and would like the 2% increase. Matt does want to keep costs down and one of the larger expenses is PERS so he does want to keep salaries down. On top of the 2% he would like more vacation time; the hospital policy allows 6.7 hours of vacation per 80 hours worked which comes out to about 170 hours per year and that includes holidays and vacations. The Physicians and contracted employees receive a lot more vacation than that. Matt is requesting above the 2% pay increase also 80 hours of vacation be added to his current vacation hours one time only.

Trustee Martin commended Matt on his asking for only 2% as the other employees have gotten.

**MOTION:** Trustee Martin moved to approve a 2% salary increase and a one-time additional 80 hours of vacation for the year. The motion was seconded by Vice-Chairman Rowley.

Chairman Hilton called for comments or for the vote.

Comments: Trustee Robison is glad Matt asked for the 2% increase, he had the same thought which is to hold Matt to the same standard the employees were held too. Trustee Robison believes the 2% is fair, but 80 hours of vacation he is not sure of and is struggling with the additional vacation.

A discussion followed on sick days, vacation days and how they accrue over the year with all Board members voicing their opinions. The Board of Trustees all felt the 2% and 40 hours of additional vacation is fair.

**MOTION:** Trustee Martin amended the previous motion and moved to approve a 2% salary increase with 40 hours of additional vacation for one year only. The motion was seconded by Trustee Robison and carried. Dr. Mike Mugosa abstained from the vote.

**I. Correspondence Received Since last meeting:** Chairman Hilton referred to a letter in the Board packets that was received after the agenda was posted from Andy Bath, PharmD. Attorney Richard Sears advised, because of the nature of the discussion today he would ask there would be no Board comments on that. Chairman Hilton noted it had been so advised.

**J. Set Date and Time for the Next Regular and/or Special Meeting**

- 1) **Next Regular Meeting and Annual Critical Access Hospital Meeting – Monday December 18, 2017 at 5:00 p.m.**

Chairman Hilton entertained a motion to approve the scheduling of the next Regular Board of Trustees meeting and Annual Critical Access Hospital Meeting.

**MOTION:** Trustee/Secretary Gianoli moved to approve the scheduling of the next Regular Board of Trustees meeting and Annual Critical Access Hospital Meeting for Monday December 18, 2017 at 5:00 p.m. The motion was seconded by Vice-Chairman Rowley and carried.

**K. Board Comments:** Seeing none Chairman Hilton moved to item L – Staff Comments.

**L. Staff Comments:** Dr. G. Norman Christensen spoke in regards to the “Trustee Magazine” and feels it was very helpful when he was on the Board. Dr. Valerie Miller wanted the Board to know she appreciates Matt and grateful for the job he is doing.

**M. PUBLIC COMMENT:** *Comments not exceeding five (5) minutes in length will be accepted from the general public in attendance. any are made, there may be discussion upon these comments. No vote, decision, or action may be taken upon matters raised under this item until it is formally placed on the agenda as an action item. **Comments during Discussion Items will not be accepted from the General public.** “Section 8.05, of the Nevada Open Meeting Law Manual indicates that the Public Body may prohibit comment if the content of the comments is a topic that is not relevant to or within the authority of the Public Body or if the content of the comments is willfully disruptive of the*

*meeting by being irrelevant, repetitious, slanderous, offensive, inflammatory, irrational or amounting to personal attacks or interfering with the rights of other speakers”.*

Chairman Hilton asked for public comments.

Chairman Hilton asked for any other public comment, seeing none Chairman Hilton moved on to Item N.

**N. Adjournment:**

Chairman Hilton entertained a motion to adjourn the White Pine Hospital District Board of Trustees Meeting.

**MOTION:** Vice-Chairman Rowley moved to approve the adjournment of the White Pine Hospital District Board of Trustees meeting. The motion was seconded by Trustee/Chief of Staff Dr. Mike Mugosa and carried.

Adjournment: 7:05 p.m.

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Burton Hilton, Chairman

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Julie Gianoli, Secretary

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Richard Rowley, Vice-Chairman

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Leslie Martin, Trustee

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Mike Mugosa, MD –Trustee/Chief of Staff

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Wade Robison, Trustee

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Matthew Walker, CEO