

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 April 24, 2017 at 5:00 p.m.

**TRUSTEE'S PRESENT**

Burton Hilton – Chairman  
Julie Gianoli – Secretary  
Richard Rowley – Trustee  
Leslie Martin - Trustee  
Wade Robison - Trustee

**STAFF PRESENT**

Matthew Walker - Chief Executive Officer  
Tracie Gust, RN - CNO  
Richard Sears – Attorney  
Susan Martin – Administrative Assistant  
G. Norman Christensen, M.D.  
Edwin Szewczyk, CFO  
Dr. Valerie Miller, M.D.  
Dr. Nancy Baker  
Amy Hemsley, APRN  
Frank Ruvolo - CIO

**TRUSTEE'S ABSENT**

Michael Mugosa, M.D. – Trustee/  
Chief of Staff

**STAFF ABSENT**

**GUESTS PRESENT**

Carol McKenzie  
Franklin Latta

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

**WHITE PINE COUNTY HOSPITAL DISTRICT**

**Regular Board of Trustees Meeting**

**1. Call to Order**

**I**

**2. Roll Call**

**I**

**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”.* **I / D**

**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 - March 27, 2017** **I / D / A**

**UNFINISHED BUSINESS**

**A. Enterprise Safety & Risk Management**

**1) Enterprise Safety & Risk Management Update** **I / D**

**B. Financial / Statistical Reports**

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

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

**a) Accounts Payable – vouchers #107474 through #107693** **I / D / A**

**b) Payroll – vouchers #32215through #32283** **I / D / A**

**c) Bad Debt – Self Pay and Medicare** **I / D / A**

**3) Strategic Plan 2016/2017, 3<sup>rd</sup> Quarter Update – Matt Walker, CEO** **I / D**

**NEW BUSINESS**

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

**B. Review/Revise/Approve Governance Policies – Chairman Hilton**

**1) 1.9 Asset Protection** **I / D / A**

**2) 1.10 Compensation and Benefits** **I / D / A**

- C. Appointments/Re-appointments – Mike Mugosa, M.D. -**
- 1) Appointments:**
    - a) Laurence McClish, M.D. Orthopedic Surgery I / D / A
    - b) John Rogers, M.D. – Emergency Room I / D / A
    - c) Ajeet Mahandernath, M.D. – Emergency Room I / D / A
  - 2) Re-appointments:**
    - a) Andrew Wesely, M.D. – Pain Management I / D / A
- D. Administrators’ Report – Matt Walker, CEO** I / D
- E. Correspondence Received Since Last Meeting:** I / D
- F. Set Date and Time for Next Regular and/or Special Meeting**
- 1) Next Regular Meeting – Thursday, May 18, 2017 at 5:00 pm I / D / A
  - 2) Annual Budget Hearing – Thursday, May 18, 2017 following the Regular Board Meeting I / D / A
- G. Board Comments** I / D
- H. Staff Comments** I / D
- I. 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”.* I / D
- J. Adjournment** 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 Monday, April 24, 2017 at 5:00 p.m.

## 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.

Frank Latta addressed the Board of Trustees in regards to the work he has done over the years for the Veterans’ clinic when it was formed many years ago. Frank is concerned about the new VA Choice program and how it will affect the veterans here in Ely in regards to the confusion in using the new program, what Doctor the Veterans’ can see and the billing process; this is really putting a lot of stress on the veterans that depend on the VA Clinic. Frank also discussed a bill he received from the hospital in regards to a motor vehicle accident he was in.

## 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 – March 27, 2017

Chairman Hilton entertained a motion to approve the minutes for the Regular Board of Trustees Meeting of March 27, 2017 as corrected.

**MOTION:** Vice-Chairman Rowley moved to approve the minutes for the Regular Board of Trustees Meeting minutes of March 27, 2017 as corrected. The motion was seconded by Trustee/Secretary Gianoli and carried.

## UNFINISHED BUSINESS

### A. Enterprise Safety & Risk Management

**1) Enterprise Safety & Risk Management Update** - Matt reported for workers comp nothing new in April. An attempt to settle one of the outstanding employee wrongful termination lawsuits was rejected; our legal team felt the settlement was too high and they will continue going forward with the law suit.

**B. Financial/Statistical Reports**

**1) Review and Approve Financial Statements for the period ended:**

**a) March 31, 2017.**

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

- Total operating revenue of \$2.4 million was slightly lower than budget and prior due to slightly lower Inpatient volumes and ER visits. Outpatient visits with the exception of Imaging (X-ray only) and Respiratory Therapy exceeded budget and prior. Clinic visits were virtually at budget and less than prior year.
- Operating expenses of \$1.1 million including Salaries & Wages are worse than budget and prior year due to higher pro fees expense (partially offset by lower salaries expense) due to a shift from hired employee services to contracted services. Incremental pro fees were paid for an Ortho locum as well as nursing and lab tech locums. This trend is expected to continue.
- The net gain for March 2017 was \$2k. The fiscal year-to-date net gain is \$229k.
- Cash decreased by \$41k from February 2017 due to operational cash flows and changes to balance sheet line items.

Edwin pointed out he is anticipating from now to the end of the fiscal year a noted reduction in the 340b revenue receipts; two pharmacies that we engage in the 340b program with Economy and Ridley's have been excluded from the program. This could be a 60% reduction in revenue. Today we received \$600,000.00 cost report settlements that we were expecting so it will not be a windfall on the financials but it will be a windfall in the cash.

Edwin answered all questions the Board of Trustees presented to him on the March 31, 2017 financial statements.

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

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

**2) Approve Vouchers**

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

3/22/2017	107474-107577	\$ 408,448.15
3/6/2017	107578-107693	\$ 699,429.51

Chairman Hilton entertained a motion to approve the accounts payable vouchers as presented.

**MOTION:** Trustee/Secretary Gianoli moved to approve the accounts payable vouchers 107474 through voucher 107693 as presented. The motion was seconded by Vice-Chairman Rowley and carried.

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

3/27/2017	32215-32217	\$ 14,841.66
3/31/2017	32218-32248	\$ 477,458.91
3/27/2017	32249-32250	\$ 1,081.20
4/14/2017	32251-32279	\$ 446,743.57
4/14/2017	32280-32283	\$ 95,765.85

Chairman Hilton entertained a motion to approve the payroll voucher 32215-32283

**MOTION:** Trustee/Secretary Gianoli moved to approve the payroll vouchers 32215 through voucher 32283. The motion was seconded by Vice-Chairman Rowley and carried unanimously.

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

4/18/2017	Self Pays	March 2017	\$ 104,778.57
4/18/2017	Medicare	March 2017	\$ 9,998.51

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 April 18, 2017 as presented. The motion was seconded by Vice-Chairman Rowley and carried.

**3) Strategic Plan 2016/2017, 3<sup>rd</sup> Quarter Update**

Matt Walker, CEO reviewed the third quarter Strategic Plan for 2016/2017 and updated the Board of Trustees on the completions, progress and updates on the goals and objectives. A discussion followed with Matt and the Board of Trustees on each item on the 2016/2017 Strategic Plan. (See attached Strategic Plan).

## **NEW BUSINESS**

**A. Open Discussion on the Hospital Billing, Bad Debt and Collections.** Open discussion on the hospital billing problems and processes continued. Bringing the billing back in house was discussed again with the goal of July 1<sup>st</sup> 2017 as a start date and with a target of 60 day turn around. Trustee Martin asked about the hiring of new people to staff the billing office and when they would be hired. Edwin explained the process that he will go through as to when and number of new employees to be hired. Chairman Hilton would like to see plans to reach realistic goals. Online bill pay was also discussed. Trustee Robison presented a bill he had been given by a patient with a service date of October 21, 2016 and a bill date of March 24, 2017; Edwin explained why.

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

#### **1) 1.9 Asset Protection**

Chairman Hilton entertained a motion to approve 1.9 Asset Protection as changed.

**MOTION:** Trustee Robison moved to approve Section 1.9 Asset Protection of the Board Governance Policies as changed. The motion was seconded by Vice-Chairman Rowley and carried.

#### **2) 1.10 Compensation and Benefits**

Chairman Hilton entertained a motion to approve 1.10 Compensation and Benefits.

**MOTION:** Vice-Chairman Rowley moved to approve Section 1.10 Compensation and Benefits of the Board Governance Policies. The motion was seconded by Trustee Martin and carried.

### **C. Appointments/re-appointments:**

#### **1) Appointments:**

##### **a) Laurence McClish, M.D.**

**MOTION:** Trustee Robison made a motion to approve the appointment of Laurence McClish, 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.

##### **b) John Rogers, M.D.**

**MOTION:** Trustee Robison made a motion to approve the appointment of John Rogers, M.D. to the Medical Staff of William Bee Ririe Hospital and Rural Health Clinic. The motion was seconded by Trustee Martin and carried.

**c) Ajeet Mahandernath, M.D. -**

**MOTION:** Trustee Robison made a motion to approve the appointment of Ajeet Mahandernath 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) Andrew Wesely, M.D.**

**MOTION:** Trustee Robison made a motion to approve the appointment of Andrew Wesely M.D. to the Medical Staff of William Bee Ririe Hospital and Rural Health Clinic. The motion was seconded by Trustee Martin and carried.

**D. Administrator's Report:**

Matt Walker reported to the Board of Trustees on:

- The V.A. Choice program:
  - a. We continue to struggle with the changes that are being thrown to us as we try to convert over to VA Choice. On Monday the V.A. Director said they have a new proposal for us that would do away with VA Choice and allow us to use the VA without having a contract. Matt explained the new process. The VA will be here in the hospital to talk to just the hospital staff and on May 8<sup>th</sup> the public will be able to attend a meeting he believes is at the convention center.
- Computer and phone outages:
  - a. We have had a rough month with lots of down time both with phones and computers. Frank from IT has been working hard to correct the situation making changes and updates; he keeps finding other issues with the upgrades and changes. Frank has a presentation for the board and will present to the board after the regular meeting is adjourned. We are improving, we know of the issues and it will get better.

**E. Correspondence Received Since last meeting:** None

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

**1) Next Regular Meeting – Thursday May 18, 2017 at 5:00 p.m.**

Chairman Hilton entertained a motion to approve the scheduling of the next Regular Board of Trustees meeting.



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

**2) Annual Budget Hearing – Thursday, May 18, 2017 following the Regular Board Meeting**

Chair Hilton entertained a motion to approve the scheduling of the Annual Budget Hearing.

**MOTION:** Trustee/Secretary Gianoli moved to approve the scheduling of the Annual Budget Hearing Thursday, May 18, 2017 following the Regular Board meeting. The motion was seconded by Vice-Chairman Rowley and carried.

**G. Board Comments:** Trustee Martin requested the definition of Eloped and AMA as it appears on the Emergency Room Monthly Stats. Tracie gave the definition/meaning. Trustee/Secretary Gianoli shared an article on telemedicine that appeared in Nevada Silver and Blue and will get all the Board members a copy.

**H. Staff Comments:** Seeing none Chairman Hilton moved on to item I.

**I. 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 comments. Seeing none Chairman Hilton moved on to item M and thanked Frank Latta for coming to the meeting.

**J. Adjournment:**

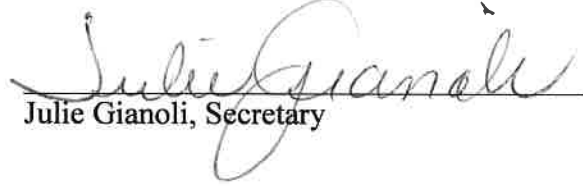
Chairman Hilton entertained a motion to adjourn the White Pine Hospital District Board of Trustees Meeting.

**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 Martin and carried.

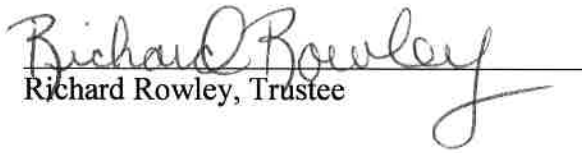
Adjournment: 6:05 p.m.



Burton Hilton, Chairman



Julie Gianoli, Secretary



Richard Rowley, Trustee



Leslie Martin, Trustee



Mike Mugosa, MD –Trustee/Chief of Staff



Wade Robison, Trustee



Matthew Walker, CEO