

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, September 26, 2016 at 5:00 p.m.

TRUSTEE'S PRESENT

Burton Hilton – Chairman
Julie Gianoli – Secretary
Dale Derbidge – Vice Chairman
**Michael Mugosa, M.D. – Trustee/
Chief of Staff**
Mark Bybee – Trustee
Richard Rowley – Trustee

STAFF PRESENT

Matthew Walker - Chief Executive Officer
Richard Sears – Attorney
Susan Martin – Administrative Assistant
Edwin Szewczyk – CFO
G. Norman Christensen, M.D.
Nancy Baker, DO

TRUSTEE'S ABSENT -

STAFF ABSENT –

Tracie Gust, RN - CNO

GUESTS PRESENT – Leslie Martin and Laurie Carson

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

WHITE PINE COUNTY HOSPITAL DISTRICT

- | | |
|-------------------------|----------|
| 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 - September 26, 2016 **I / D / A**

UNFINISHED BUSINESS

– **A. Enterprise Safety & Risk Management Update –**

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

B. Financial / Statistical Reports

1) Review and Approval of Financial Statements For the Period Ended:

a) August 31, 2016 – Edwin Szewczyk, CFO **I / D / A**

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

a) Accounts Payable – vouchers #105642 through #105874 **I / D / A**

b) Refunds – vouchers # 6534 through # 6579 **I / D / A**

c) Payroll – vouchers #31498 through #31603 **I / D / A**

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

NEW BUSINESS

– **A. Review Quality Improvement Activities Report – Jill DeSteunder RN/QIC** **I / D**

- B. Review/Revise/Approve 2016/2017 Operational Budget – Edwin Szewczyk, CFO I / D / A
- C. Review/Revise/Approve Governance Policies – Burton Hilton
 - 1) 2.7 Board Committee Principles I / D / A
 - 2) 2.8 Cost of Governance I / D / A
- D. Appointments/Re-appointments – Mike Mugosa, M.D. -
 - 1) Appointments:
 - a) Laura Bruse, M.D. – Orthopedic Surgeon/Locums I / D / A
 - 2) Re - Appointments:
 - a) Curtis Brazemore, M.D. ER/Locums I / D / A
 - b) Paul Hiss, M.D. Ophthalmologist I / D / A
 - c) David Magnesen, D.P.M. – Podiatrist I / D / A
- E. Administrators Report – Matt Walker, CEO 1 / D
- F. Correspondence Received Since Last Meeting: I / D
- G. Set Date and Time for Next Regular and/or Special Meeting
 - 1) Next Regular Meeting – Monday, October 24, 2016 at 5:00 pm I / D / A
- H. Board Comments: I / D
- I. Staff Comments: I / D
- J. 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
- K. 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 on Monday, September 26, 2016 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, seeing none Chairman Hilton moved on to item number 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 – September 26, 2016

Chairman Hilton tabled approval of the minutes of the last regular meeting. Regular Meeting. September 26, 2016 was put on the agenda in error; the correct minutes for approval should have been August 22, 2016. August meeting minutes will be approved at the next regular meeting.

UNFINISHED BUSINESS

A. Enterprise Safety & Risk Management

1) Enterprise Safety & Risk Management Update

Matt updated the Board of Trustees on:

- One new workers comp injury in September.
- Two potential Medical Malpractice cases.
- LiCON, the Medical Malpractice Insurance is requiring all providers to apply for credentialing and enroll again. Some providers have worked for years and have not re-applied for credentialing and insurance. It is just a formality.

B. Financial/Statistical Reports:

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

a) August 31, 2016

Edwin Szewczyk, CFO reviewed the August 31, 2016 financial statements with the Board.

- Net operating revenue of \$2.3m was essentially even with budget due to lower than expected IP and OP volumes offset by a lower calculated contractual reserve and slightly higher than prior year August.
- Operating expenses were \$49k greater than budget and \$61k less than prior year August, the difference primarily being physician pro fee expenses being higher in the current month due to the increased cash collections (higher calculated bonuses) over the prior period and fees now being accrued on a monthly basis (they were not accrued until year end FY2016).
- Net loss for August 2016 is \$84k. The two months YTD net gain is \$81k.
- Cash increased by \$766k from July 2016 primarily due to increased AR cash collections.

Chairman Hilton entertained a motion to approve the Financial Statement for the period ending August 31, 2016.

MOTION: Vice-Chairman Derbidge moved to approve the Financial Statement for the period ending August 31, 2016. The motion was seconded by Trustee Rowley and carried.

2) Approve Vouchers:

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

08/23/2016	105642	\$ 54,868.00
08/25/2016	105643-105754	\$ 415,468.00
09/08/2016	105755-105874	\$ 463,784.67

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

MOTION: Trustee/Secretary Gianoli moved to approve the accounts payable vouchers 105642 through voucher 105874 as presented. The motion was seconded by Trustee Rowley and carried.

b) Refunds: Trustee/Secretary Gianoli presented refunds:

08/17/2016	6534-6554	\$ 1,688.47
09/08/2016	6555-6579	\$ 5,437.34

Chairman Hilton entertained a motion to approve the refund vouchers 6534 to 6579 as presented.

MOTION: Trustee/Secretary Gianoli moved to approve refund voucher 6534 through voucher 6579 as presented. The motion was seconded by Trustee Rowley and carried.

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

08/19/2016	31498-31531	\$ 493,469.88
08/19/2016	31532-31534	\$ 168,847.85
09/02/2016	31535-31565	\$ 467,077.48
09/02/2016	31566-31569	\$ 5,639.29
09/16/2016	31570-31601	\$ 463,391.77
09/16/2016	31602-31603	\$ 74,818.19

Chairman Hilton entertained a motion to approve the payroll voucher 31498 to 31603 as presented.

MOTION: Trustee/Secretary Gianoli moved to approve the payroll vouchers 31498 through voucher 31603 as presented. The motion was seconded by Vice-Chairman Derbidge and carried.

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

09/14/2016	Self Pays	August 2016	\$ 236,806.78
09/14/2016	Medicare	August 2016	\$ 26,733.00

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 September 14, 2016 as presented. The motion was seconded by Trustee Rowley and carried.

NEW BUSINESS

A. Review Quality Improvement Activities Report:

Chairman Hilton tabled this item until the next monthly meeting, Jill DeSteunder, RN/QIC was unable to attend.

B. Review/Revise/Approve 2016/2017 Operational Budget:

Edwin Szewczyk, CFO reminded the Board of Trustees at the last monthly meeting he presented the 2016/2017 Operational Budget. Edwin is asking the Board of Trustees to approve the 2016/2017 Operational Budget.

Chairman Hilton entertained a motion to approve the 2016/2017 Operational Budget.

MOTION: Vice-Chairman Derbidge move to approve the 2016/2017 Operational Budget. The motion was seconded by Trustee/Secretary Gianoli and carried.

C. Review/Revise/Approve Governance Policies:

1) 2.7 Board Committee Principles

Chairman Hilton entertained a motion to approve 2.7 Board Committee Principles

MOTION: Vice-Chairman Derbidge moved to approve Section 2.7 Board Committee Principles of the Board Governance Policies. The motion was seconded by Trustee Rowley and carried.

2) 2.8 Cost of Governance

Chairman Hilton entertained a motion to approve 2.8 Cost of Governance.

MOTION: Vice-Chairman Derbidge moved to approve Section 2.8 Cost of Governance of the Board Governance Policies. The motion was seconded by Trustee Rowley and carried.

D. Appointments/re-appointments:

1) Appointments: Laura Bruse, M.D.

MOTION: Trustee/Chief of Staff Dr. Mike Mugosa made a motion to approve the appointment of Laura Bruse, 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) Curtis Brazemore, M.D.

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

b) Paul Hiss, M.D.

MOTION: Trustee/Chief of Staff Dr. Mike Mugosa made a motion to approve the re-appointment of Paul Hiss, 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.

c) David Magnesen, D.P.M.

MOTION: Trustee/Chief of Staff Dr. Mike Mugosa made a motion to approve the re-appointment of David Magnesen, D.P.M. to the Medical Staff of William Bee Ririe Hospital and Rural Health Clinic. The motion was seconded by Vice-Chairman Derbidge and carried.

E. Administrator's Report:

Matt Walker, CEO reported to the Board of Trustees on:

- U of U will be here on October 6, 2016 at 8:00 a.m. to announce the affiliation agreement with the William Bee Ririe Hospital.
- The flooring in the clinic and the furniture in the hospital are the two last items from the grant money to be completed. Both items should be finished by the end of October and then the grant paper work will be completed.
- The County Health Nurse has retired; the concern for the hospital is the flu shot clinic the County provided every year and family planning. A discussion followed with Laurie Carson and Burton Hilton to follow up on the flu shot clinic and family planning.
- WIPFLi conference was attended by Matt, Edwin, MaryKim and Chairman Hilton. Matt felt the conference was very beneficial.

F. Correspondence Received Since Last Meeting: None.

G. Set Date and Time for the Next Regular and/or Special Meeting:

1) Next Regular Meeting – Monday, October 24, 2016 at 5:00 p.m.

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

MOTION: Vice-Chairman Derbidge moved to approve the scheduling of the next Regular Board of Trustees meeting for Monday, October 24, 2016 and 5:00 p.m. The motion was seconded by Trustee/Secretary Gianoli and carried.

H. Board Comments:

Chairman Hilton commented on the WIPFLi conference, he too felt the conference was very beneficial. The conference allowed Chairman Hilton to better understand the cost report and what it means to the facility. Edwin will be presenting a quick educational program on cost reporting to the Board of Trustees. If anyone has any questions on the conference please ask Chairman Hilton.

I. Staff Comments:

Dr. G. Norman Christensen asked for clarification of the conference name that Matt, Edwin, MaryKim and Chairman Hilton attended. Matt and Edwin clarified the name, WIPFLi and gave a quick background on the company that sponsored the conference.

J. 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 to item K.

K. Adjournment:

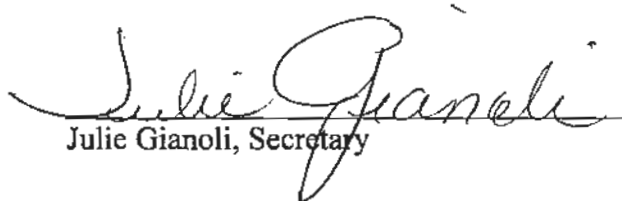
Chairman Hilton entertained a motion to adjourn the White Pine Hospital District Board of Trustees Meeting.

MOTION: Vice-Chairman Derbidge moved to approve the adjournment of the White Pine Hospital District Board of Trustees meeting. The motion was seconded by Trustee Rowley and carried.

Adjournment: 5:42 p.m.



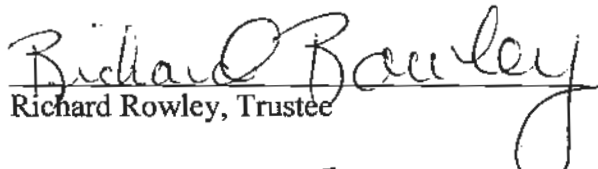
Burton Hilton, Chairman



Julie Gianoli, Secretary




Dale Derbidge, Vice Chairman



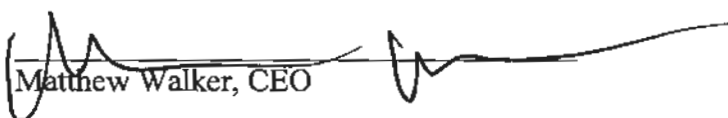
Richard Rowley, Trustee



Mike Mugosa, MD -Trustee/Chief of Staff



Mark Bybee, Trustee



Matthew Walker, CEO