

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 28, 2015 at 5:00 p.m.

**TRUSTEE'S PRESENT**

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

**STAFF PRESENT**

Matthew Walker - Chief Executive Officer  
Richard Sears – Attorney  
Susan Martin – Administrative Assistant  
Mike Metkovich – CFO  
Tracie Gust, RN – CNO  
MaryKim Piccinini – Risk Manager  
G. Norman Christensen, M.D.

**TRUSTEE'S ABSENT**

**GUESTS PRESENT**

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

WHITE PINE COUNTY HOSPITAL DISTRICT

**Regular Board of Trustees Meeting**

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|--|--------------|
| <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 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</i> | <b>I / D</b> |

*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 - August 24, 2015 | I / D / A |
| 2) Special Meeting – August 31, 2015 | I / D / A |

**UNFINISHED BUSINESS**

**A. Organizational/Strategic Planning**

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|---|-------|
| 1) Enterprise Safety & Risk Management Update – MaryKim Piccinini | I / D |
|---|-------|

**B. Financial / Statistical Reports**

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|--|-----------|
| 1) Review and Approval of Financial Statements For the Period Ended: | I / D / A |
| a) August 31, 2015 - Mike Metkovich, CFO                             |           |
| 2) Request for Approval and Presentation of Vouchers – Julie Gianoli |           |
| a) Accounts Payable - vouchers #102431 through #102669               | I / D / A |
| b) Refunds – vouchers #5395 Void                                     | I / D / A |
| c) Refunds – vouchers #5399 through # 5409                           | I / D / A |
| d) Payroll – vouchers #30501 through #30573                          | I / D / A |
| e) Bad Debt – Self Pay and Medicare                                  | I / D / A |

<b>C. Strategic Plan – Matt Walker</b>	<b>I / D / A</b>
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- |  |  |
|--|--|
| 1) Review/Revise/Approve 2015/2016 Organizational Strategic Plan |  |
|--|--|

**NEW BUSINESS**

<b>A. Review/Revise/Analyze plans for the Hospital North Entrance</b>	<b>I / D / A</b>
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**B. 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 |

**C. Appointments/Re-appointments – Mike Mugosa, M.D. -**

**1) Appointments:**

**a) Innocent Ezenwa, M.D. – Sleep Medicine** **I / D / A**

**2) Re-appointments:**

**a) Nancy Baker, DO – Family Practice/ER** **I / D / A**

**b) Gary Seigel, M.D. – Family Practice/ER** **I / D / A**

**c) Milton Lee, M.D. – OB/GYN** **I / D / A**

**d) Charles Held, M.D. – Sleep Medicine** **I / D / A**

**e) Kevin Jensen, M.D. – ER** **I / D / A**

**f) Stanley McCart, M.D. – ER** **I / D / A**

**g) Mark Rhodes, M.D. - Ortho** **I / D / A**

**D. Administrators' Report – Matt Walker, CEO** **I / D**

**E. Correspondence Received Since Last Meeting:**

**1) White Pine County Clerk – Resolution 2015-28 Open Meeting Law Training** **I / D / A**

**H. Set Date and Time for Next Regular and/or Special Meeting** **I / D / A**

**1) Next Regular Meeting – Monday, October 26, 2015 at 5:00 pm**

**I. Board Comments** **I / D**

**J. Public Comment:** **I / D**

*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".*

**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 Monday, September 28, 2015 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. No public comment at this time.

**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 - August 24, 2015**

Chairman Hilton entertained a motion to approve the minutes for the Regular Board of Trustees Meeting of August 24, 2015.

**MOTION:** Trustee/Secretary Gianoli moved to approve the minutes for the Regular Board of Trustees Meeting minutes of August 24, 2015. The motion was seconded by Trustee Rowley and carried. Vice Chairman Derbidge abstained from the vote; he was not present at the August 24, 2015 meeting.

**2) Special Meeting - August 31, 2015**

Chairman Hilton entertained a motion to approve the minutes for the Special Board of Trustees Meeting of August 31, 2015.

**MOTION:** Vice Chairman Derbidge moved to approve the minutes for the Special Board of Trustees Meeting of August 31, 2015 as corrected. The motion was seconded by Trustee/Secretary Gianoli and carried unanimously.

## **UNFINISHED BUSINESS**

### **A. Organizational/Strategic Planning**

#### **1) Enterprise Safety & Risk Management Update**

MaryKim reported that the Hospital has had another employee injury bringing the total to three for the year. One request from the Nevada State Board of Medical Examiners on a case that MaryKim had already presented to the Board and the attorneys have been made aware of the case. Any questions please see MaryKim.

### **B. Financial/Statistical Reports**

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

##### **a) August 31, 2015**

Mike Metkovich reviewed the Financial Report presented to the Board for the period ending August 31, 2015. Mike pointed out the following; cash is up slightly, August was a good month for patient revenues, net gain year to date \$ 330,000.00 compared to last year of \$239,000.00. Daily collections dropped, but maintained over \$ 100,000.00/day average. Cash Flow is up \$ 71,000.00 for the month and \$ 400,000.00 for the year. Budget to actual figures are close with the exception of professional fees being over budget.

With no questions for Mike, Chairman Hilton entertained a motion to approve the Financial Statement for August 31, 2015.

**MOTION:** Vice Chairman Derbidge moved to approve the Financial Statement for August 31, 2015. The motion was seconded by Trustee Rowley and carried by all.

#### **2) Approve Vouchers**

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

08/27/2015	102431-102550	\$ 304,020.53
09/10/2015	102551-102669	\$ 489,429.14



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

**MOTION:** Trustee/Secretary Gianoli moved to approve the accounts payable vouchers 102431 through voucher 102669 as presented. The motion was seconded by Trustee Bybee and carried unanimously.

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

08/19/2015	5395 (VOID)	\$ 65.50
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Chairman Hilton entertained a motion to approve the refund voucher 5395 (Void).

**MOTION:** Trustee/Secretary Gianoli moved to approve the refund voucher 5395 Void. The motion was seconded by Vice Chairman Derbidge and carried unanimously.

09/10/2015	5399-5409	\$ 902.61
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Chairman Hilton entertained a motion to approve the refund vouchers 5399 to 5409 as presented.

**MOTION:** Trustee/Secretary Gianoli moved to approve refund voucher 5399 through voucher 5409 as presented. The motion was seconded by Vice Chairman Derbidge and carried unanimously.

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

08/21/2015	30501	\$ 532.40
09/04/2015	30502-30530	\$ 460,560.00
09/04/2015	30531-30532	\$ 3,159.75
09/18/2015	30533-30569	\$ 458,678.04
09/18/2015	30570-30573	\$ 133,327.76

Chairman Hilton entertained a motion to approve the payroll voucher 30501-30573.

**MOTION:** Trustee/Secretary Gianoli moved to approve the payroll vouchers 30501 through voucher 30573. The motion was seconded by Trustee Bybee and carried unanimously.

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

09/23/2015	Self Pays	September 2015	\$ 192,776.46
09/23/2015	Medicare	September 2015	\$ 9,889.29

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 2015 as presented. The motion was seconded by Trustee Bybee and carried unanimously.

**C. Strategic Plan** – Matt Walker presented the final draft of the Annual Organizational Strategic Plan for 2015/2016 to the Board of Trustees. Matt reviewed the short, medium and long term goals and objectives on the Strategic Plan. The Energy Efficient plan was omitted from the Strategic Plan in error as well as looking for a Pediatrician; Matt updated the Board on both and will include them on the Strategic Plan. After a brief discussion Chairman Hilton entertained a motion to approve the 2015/2016 Annual Organizational Strategic Plan.

**MOTION:** Vice Chairman Derbidge moved to approve the Annual Organizational Strategic Plan for 2015/2016 as changed. The motion was seconded by Trustee Rowley and carried unanimously.

**NEW BUSINESS**

**A. Review/Revise/Analyze plans for the Hospital North Entrance**

The Board all agreed that whatever could be done to enhance the north entrance without spending a lot of money to do so would be the best option. Vice Chairman Derbidge commented on how different the north entrance looks with just a change in paint. Options the Board discussed included; removing the pine tree and sign in the rock garden, adding more up to date landscaping, lighting, paint, signage, correcting the sidewalk and curb to a curb less entry, repair of the canopy roof and add possible rock or stucco columns to the pillars. A bid had been obtained to replace the metal trim around the top of the building. Redesigning the entry doors into the north entrance was discussed as well as relocating the billing office to be more assessable to the public. Vice Chairman Derbidge would like to see the cement work be completed this fall for safety reasons.

Chairman Hilton entertained a motion to revise the plans for the Hospital North Entrance and to move forward with safety issues.

**MOTION:** Vice Chairman Derbidge made a motion to approve moving forward with the safety issues regarding the Hospital North Entrance, to repair the canopy roof and to raise or lower the sidewalk/driveway to a curb less entry. The motion was seconded by Trustee/ Secretary Gianoli and carried unanimously.

Chairman Hilton entertained a motion to move forward with the cosmetic plans for the North Entrance.

**MOTION:** Vice Chairman Derbidge made a motion to move forward with the cosmetic plans for the North Entrance which would include: replacing the trim around the top of the building. Look into signage for the top of the building and to remove the pine tree and rock garden area. The motion was seconded by Trustee/Secretary Gianoli and carried unanimously.

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

### **1) 2.7 Board Committee Principles**

Chairman Hilton entertained a motion to approve 2.7 Board Committee Principles as changed.

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

### **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 2.6 Cost of Governance of the Board Governance Policies correcting 2.8.1 item a. and 2.8.1 item e. The motion was seconded by Trustee Rowley and carried unanimously.

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

### **1) Appointments:**

#### **a) Innocent Ezenwa, M.D. – Sleep Medicine**

Trustee/Chief of Staff Dr. Michael Mugosa entertained a motion to approve the appointment of Innocent Ezenwa M.D.



**MOTION:** Trustee/Chief of Staff Dr. Mugosa made a motion to approve the appointment of Innocent Ezenwa, 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 unanimously.

**2) Re-appointments:**

Trustee/ Chief of Staff Dr. Michael Mugosa entertained a motion to approve the re-appointment of:

**a) Nancy Baker, DO - Family Practice/ER**

**MOTION:** Trustee/Chief of Staff Dr. Michael Mugosa made a motion to approve the re-appointment of Nancy Baker, DO to the Medical Staff of William Bee Ririe Hospital and Rural Health Clinic. The motion was seconded by Vice Chairman Derbidge and carried unanimously.

**b) Gary Seigel M.D. - Family Practice/ER**

**MOTION:** Trustee/Chief of Staff Dr. Michael Mugosa made a motion to approve the re-appointment of Gary Seigel, 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 unanimously.

**c) Milton Lee, M.D. - OB/GYN**

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

**d) Charles Held, M.D. - Sleep Studies**

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

**e) Kevin Jensen, M.D. - ER**

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

**f) Stanley McCart M.D. – ER**

**MOTION:** Trustee/Chief of Staff Dr. Michael Mugosa made a motion to approve the re-appointment of Stanley McCart, M.D. to the Medical Staff of William Bee Ririe Hospital and Rural Health Clinic. The motion was seconded Trustee Rowley and carried unanimously.

**g) Mark Rhodes M.D. - Ortho**

**MOTION:** Trustee/Chief of Staff Dr. Michael Mugosa made a motion to approve the re-appointment of Mark Rhodes, 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 unanimously.

**D. Administrator's Report**

Matt Walker reported to the Board of Trustees,

- AT&T – Broad band is now connected and soon there will be WiFi for patient use in the hospital.
- NHA – December is when they will have their broadband here but it will only be 40megs.
- The Eureka Clinic was not aware of some of the services William Bee Ririe Hospital has to offer. Matt visited with them and gave them a list of all services. Hopefully Eureka will start referring patients to the William Bee Ririe Hospital and Rural Health Clinic rather than to Elko.
- Radiology hours have been extended to 7:30pm daily and will be open Saturday & Sunday for the public.
- Grant money is still being allocated. The Radiology and Respiratory Departments have been completed. Tracie is working on the OB items.
- Signed a contract with College of Southern Nevada out of Las Vegas for clinically laboratory mentoring of students for 13 weeks. This will give our Lab Manager an opportunity to recruit new grads.
- ENT – still waiting for Dr. Porter's PA to be licensed with the State of Nevada.

**E. Correspondence Received Since Last Meeting**

**1) White Pine County Clerk – Resolution 2015-28 Open Meeting  
Law Training**

Vice Chairman Derbidge explained that this was addressed four years ago, the Board of Trustees for the Hospital is not an advisory Board and this can be cleared up with a letter from Richard Sears. No action from the board was needed.

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

**1) Next Regular Meeting – Monday October 26, 2015 at 5:00 p.m.**

**MOTION:** Vice Chairman Derbidge moved to approve the scheduling of the next Regular Board of Trustees meeting for Monday October 26, 2015 at 5:00 p.m. The motion was seconded by Trustee//Secretary Gianoli and carried unanimously.

**G. Board Comments**

Vice Chairman Derbidge pointed out that in the Board packets there was a Yearly Report from Radiology, but it was just a monthly report not yearly.

**H. 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.

With no public comment Chairman Hilton moved on to item I.

**I. Adjournment:**

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

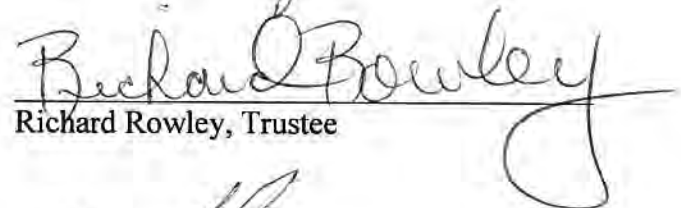
**MOTION:** Vice Chairman Derbidge moved to approve the adjournment of the White Pine Hospital District Board of Trustees meeting. The motion was seconded by Trustee Rowley and carried unanimously.

Adjournment: 6:12 p.m.


  
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Burton Hilton, Chairman

  
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Julie Gianoli, Secretary

  
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Dale Derbidge, Vice Chairman

  
\_\_\_\_\_  
Richard Rowley, Trustee

  
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Mike Mugosa, MD –Trustee/Chief of Staff

  
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Mark Bybee, Trustee

  
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Matthew Walker, CEO