

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 June 18, 2018 at 5:00 p.m.

**TRUSTEE'S PRESENT**

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

**STAFF PRESENT**

Matthew Walker - Chief Executive Officer  
Susan Martin – Administrative Assistant  
Edwin Szewczyk, CFO  
Richard Sears – Attorney  
Tracie Gust, RN – CNO

**TRUSTEE'S ABSENT**

**STAFF ABSENT**

G. Norman Christensen, M.D.

**GUESTS PRESENT**

**Carol McKenzie**  
**Dale Derbidge**  
**Linda Derbidge**  
**Crystal Caviglia**  
**Jane Eberhardy**

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> |

**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 May 21, 2018** **I / D / A**
- 2) Annual Budget Hearing – May 21, 2018** **I / D / A**

**UNFINISHED BUSINESS**

**A. Enterprise Safety & Risk Management & Quality Assurance** **I / D**

**B. Financial / Statistical Reports**

- 1) Review and Approval of Financial Statements For the Period Ended:**
  - a) May 31, 2018 - Edwin Szewczyk, CFO** **I / D / A**
  - 2) Request for Approval and Presentation of Vouchers – Julie Gianoli**
    - a) Accounts Payable – vouchers #11140 and 111349** **I / D / A**
    - b) Refunds – vouchers # 7252 through # 7263** **I / D / A**
    - c) Payroll – vouchers # 33291 through # 33363** **I / D / A**
    - d) Bad Debt – Self Pay and Medicare** **I / D / A**

**NEW BUSINESS**

**A. Review/Discuss Board Attorney Applications** **I / D**

**B. Review/Discuss Employee Satisfaction** **I / D**

**C. Review/Discuss/Approve Donation of Dr. Ririe’s Gun by Mike Lemich** **I / D / A**

- D. Review/Revise/Approve Governance Policies – Chairman Hilton**
- 1) 2.1 Global Governance Commitment** **I / D / A**
  - 2) 2.2 Governing Style** **I / D / A**

**E. Review/Discuss the 22nd Annual Western Regional Trustee Symposium** **I / D / A**

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

**1) Appointments:**

- a. Colleen Walker-Vamos, DO – Hospitalist I / D / A
- b. George W. Rodway, PhD, APRN – Sleep Medicine I / D / A

**2) Re-appointments:**

- a. Denis Astarita, M.D. – Emergency Medicine & Surgeon I / D / A
- b. David Barnett, M.D. – Emergency Medicine I / D / A
- c. Heidi Brown, M.D. – Emergency Medicine I / D / A
- d. Matthew Barulich, M.D. – OB/GYN I / D / A
- e. Ty Erickson, M.D. – OB/GYN I / D / A
- f. Amy Hemsley, APRN – Family Medicine I / D / A

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

**H. Correspondence Received Since Last Meeting: I / D**

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

- 1) Next Regular Meeting – Monday, July 23, 2018 at 5:00 pm

**J. Board Comments:**

**K. Staff Comments:**

- L. 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 / A

**M. Adjournment**

**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.

## Call to Order

Chairman Hilton called the White Pine County Hospital District Board of Trustees Regular Meeting to order on Monday June 18, 2018 at 5:00 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.

Crystal Caviglia, an employee of William Bee Ririe Hospital spoke on behalf of the hospital employees in regards to the decision made at the last Board of Trustees meeting in reference to the COLA and merit raise for 2018/2019. The bonus would not affect the employees PERS contributions, Crystal asked that the Board of Trustees reconsider.

Jane Eberhardy, Attorney in White Pine County is applying for the attorney position that is open for the hospital. Jane has given her resume to Mr. Walker, anyone having any questions please feel free to contact her. Jane has been an attorney for 25-26 years with a very strong civil practice, also doing public defender in Ely. Jane wanted to let the Board know she is interested in the position.

Dale Derbidge is concerned about the financial condition of the hospital, reviewing the 2018/2019 Budget submitted to the Department of Taxation. In the last year, the Board of Trustees has not had any new business items concerning the negative trend. The hospital cannot withstand this decreasing net position, Dale hopes the Board of Trustees will address this issue before it is too late.

Chairman Hilton asked if there was any other public comments, seeing none Chairman Hilton moved on to item four.

**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 – May 21, 2018**

Chairman Hilton entertained a motion to approve the minutes for the Regular Board of Trustees Meeting of May 21, 2018 as corrected.

**MOTION:** Trustee Martin moved to approve the minutes for the Regular Board of Trustees Meeting of May 21, 2018 as corrected. Trustee/Secretary Gianoli seconded the motion and the motion carried.

**2) Annual Budget Hearing – May 21, 2018**

Chairman Hilton entertained a motion to approve the minutes of the Annual Budget Hearing as corrected.

**MOTION:** Trustee/Secretary Gianoli moved to approve the minutes of the Annual Budget Hearing of May 21, 2018 as corrected. Vice-Chairman Rowley seconded the motion and the motion carried.

**UNFINISHED BUSINESS**

**A. Enterprise Safety & Risk Management & Quality Assurance Update:**

Matt reported to the Board of Trustees and reviewed:

- No workers comp issues for last month.
- Care Transitions Provider Report
- Flu inpatient vaccines

**B. Financial/Statistical Reports:**

**1) Review and Approve Financial Statements for the period ended:  
a) May 31, 2018**

Edwin reviewed the April 30, 2018 financial statements with the Board of Trustees:

- Total operating revenue of \$2.4 million was slightly better than budget. Volumes statistics impacting total operating revenue materially were:

	<u>Actual</u>	<u>Budget</u>	<u>Prior</u>
Total IP Discharges	28	28	18
ER Visits	439	463	462

OP Labs	1,111	783	1,044
OP Imaging	338	295	294
Clinic Visits	2,570	2,475	2,452

- Operating expenses of \$862 thousand were better than budget and prior year.
  - Salaries & benefits expense of \$ 1.5 million were worse than budget and prior year.
- Material expense line item variances include:

	<u>Actual</u>	<u>Budget</u>	<u>Prior</u>	<u>Variance Explanation</u>
Supplies	219,536	244,083	217,300	Timing of supplies expenses
Pro Fee Expense	437,247	426,764	426,223	Fees higher due to higher collections and office visits
Recruitment Expense	19,139	2,725	10,685	\$4,500 nursing scholarships, recruiter fee for hiring agency nurse.

- 340(b) receipts are less than expected due to Ridley’s being removed from the program. Reinstatement with new plan management in May 2018 is expected to return plan receipts to near prior levels.
- The net gain for May 2018 is \$201 thousand.
- Cash increased by \$767 from the prior month and is expected to continue to increase with continued AR “catch-up”.

YTD Total Net Gain	376,000
Add Back Depreciation Expense	<u>1,324,000</u>
Estimated Total YTD Cash Generated	<u>1,700,000</u>

A discussion followed on the in house billing, bad debt and collections.

Chairman Hilton entertained a motion to approve the Financial Statements for the period ending May 31, 2018.

**MOTION:** Vice-Chairman Rowley moved to approve the Financial Statement for the period ending May 31, 2018. The motion was seconded by Trustee/Secretary Gianoli.

Trustee Robison asked for further discussion on the Eureka financial statements.

The Eureka Clinic was discussed in regards to the net loss. Matt assured the Board of Trustees the referrals to the lab, radiology and endo have increased to make the difference.

Chairman Hilton entertained a motion to approve the Financial Statements for the period ending May 31, 2018.

**MOTION:** Vice-Chairman Rowley amended his motion to approve the Financial Statement for the period ending May 31, 2018. The motion was seconded by Trustee/Secretary Gianoli and carried.

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

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

05/17/2018	111140-111254	\$ 351,323.40
05/24/2018	111255	\$ 266.40
05/31/2018	111256-111348	\$ 338,205.37
06/03/2018	111349	\$ 21,870.38

Chairman Hilton entertained a motion to approve the accounts payable vouchers 111140 through 111349.

**MOTION:** Trustee/Secretary Gianoli moved to approve the accounts payable vouchers 111140 through 111349. The motion was seconded by Vice-Chairman Rowley and carried.

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

05/24/2018	7252-7263	\$ 8,429.48
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Chairman Hilton entertained a motion to approve voided refund vouchers 7252 through 7263.

**MOTION:** Trustee/Secretary Gianoli moved to approve voided refund vouchers 7252 through 7263. The motion was seconded by Vice-Chairman Rowley and carried.

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

05/17/2018	33291	\$ 405.44
05/25/2018	33292-33323	\$ 486,013.44
05/25/2018	33324-33327	\$ 3,392.39
05/29/2018	33328	\$ 1,280.00
05/30/2018	33329	\$ 2,061.50
06/08/2018	33330-33360	\$ 490,043.75
06/08/2018	33361-33363	\$ 99,059.92

Chairman Hilton entertained a motion to approve the payroll voucher 33291 through 33363.

**MOTION:** Trustee/Secretary Gianoli moved to approve the payroll vouchers 33291 through voucher 33363. The motion was seconded by Vice-Chairman Rowley and carried.

**d) Bad Debt** – Trustee/Secretary Gianoli advised no bad debt vouchers for Medicare or Self Pay to report.

**NEW BUSINESS**

**A. Review/Discuss Board Attorney Applications:** The Board of Trustees reviewed the four applications for the hospitals attorney position. Matt will schedule interviews with all candidates, because he will work with the attorney more. Matt will then make a recommendation to the Board of Trustees for approval.

**B. Review/Discuss Employee Satisfaction:** A discussion ensued on employee morale. The Board of Trustees would like to see a survey for employees to voice their concerns, likes and dislikes that would be completely confidential.

**C. Review/Discuss Approve Donation of Dr. Ririe's Gun by Mike Lemich:** Chairman Hilton gave a brief history of the origination of the gun and asked Dale Derbidge if he knew of any history he could share. Dale Derbidge said this item had already been on the Board of Trustees agenda and approved, with Daren Kunz to build a display case. Chairman Hilton advised there would be no action on this item.

**D. Review/Revise/Approve Governance Policies: Chairman Hilton**

**1) 2.1 Global Governance Commitment**

Chairman Hilton entertained a motion to approve 2.1 Global Governance Commitment.

**MOTION:** Trustee/Secretary Gianoli moved to approve Section 2.1 Global Governance Commitment of the Board Governance Policies. The motion was seconded by Trustee Martin and carried.

**2) 2.2 Governing Style**

Chairman Hilton entertained a motion to approve 2.2 Governing Style.

**MOTION:** Trustee Martin moved to approve 2.2 Governing Style of the Board Governance Policies. The motion was seconded by Vice-Chairman Rowley and carried.

**E. Review/Discuss the 22nd Annual Western Regional Trustee Symposium:** Those Board of Trustee members who attended the symposium voiced their opinions on the symposium and shared new ideas/changes presented.

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

**1) Appointments:**

**a. Colleen Walker-Vamos, DO – Hospitalist**

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

**b. George W. Rodway, PhD, APRN – Sleep Medicine**

**MOTION:** Trustee/Chief of Staff Dr. Mike Mugosa made a motion to approve the appointment of George W. Rodway, APRN to the Medical Staff of William Bee Ririe Hospital and Rural Health Clinic. The motion was seconded by Trustee Robison and carried.



**2) Re-appointments:**

**a. Denis Astarita, M.D. – Emergency Medicine & Surgeon**

**MOTION:** Trustee/Chief of Staff Mugosa made a motion to approve the re-appointment Denis Astarita, 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. David Barnett, M.D. – Emergency Medicine**

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

**c. Heidi Brown, M.D. – Emergency Medicine**

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

**d. Matthew Barulich, M.D. – OB/GYN**

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

**e. Ty Erickson, M.D. – OB/GYN**

**MOTION:** Trustee/Chief of Staff Mugosa made a motion to approve the re-appointment Ty Erickson, 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. Amy Hemsley, APRN – Family Medicine**

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

**G. Administrator's Report:**

Matt Walker reported to the Board of Trustees on:

- Swing Bed Program
- Ridleys and the340b Program
- Nurse Call System installation
- Cardiology Program
- Decorating "waiting areas" with donations from Dr. Rhodes and Pink Ladies
- Group Purchasing Organization employee discounts, retail pharmacy and retention tools for employees

A discussion ensued on all the above topics with Matt advising all updates along with answering all questions from the Board of Trustees.

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

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

**1) Next Regular Meeting – Monday July 23, 2018 at 5:00 p.m.**

Chairman Hilton entertained a motion to approve the scheduling of the next Regular Board of Trustees meeting to Monday July 23, 2018 at 5:00 p.m.

**MOTION:** Trustee/Secretary Gianoli moved to approve the scheduling of the next Regular Board of Trustees meeting for Monday July 23, 2018 at 5:00 p.m. The motion was seconded by Trustee Martin and carried.

**J. Board Comments:** Chairman Hilton commented on the significant initiatives started over the past year or two, Eureka Clinics, In-house billing, swing beds, community para-medicine, the cardiology program and the possibility of taking over the Care Center, we have stretched ourselves on new initiatives. We need to be looking in these directions but we also need to watch our span of control, if we are going to do something we need to make sure we can do it right and not just keep adding on. We have a full plate right now and it proves we are working and trying to improve the revenue numbers.

**K. Staff Comments:**

**L. 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 comment, Dale Derbidge let the Board of Trustees know that the public sitting behind the Board cannot hear the Board of Trustees sitting with their back to the public.

**M. Adjournment:**

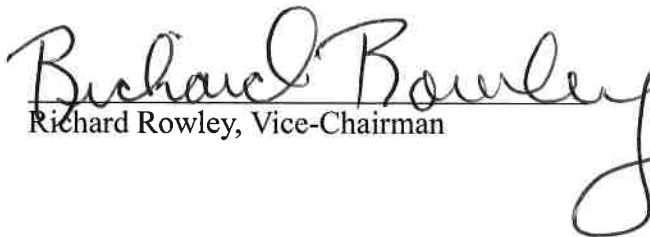
Chairman Hilton entertained a motion to adjourn the White Pine Hospital District Board of Trustees Meeting.

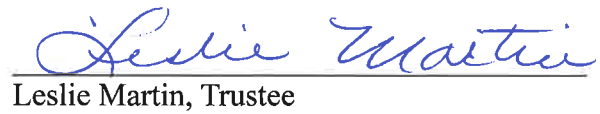
**MOTION:** Vice-Chairman Rowley moved to approve the adjournment of the White Pine Hospital District Board of Trustees meeting. The motion was seconded by Trustee Robison and carried.

Adjournment: 6:47 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

  
\_\_\_\_\_  
Mike Mugosa, MD -Trustee/Chief of Staff

  
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Wade Robison, Trustee

  
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Matthew Walker, CEO