

# **William Bee Ririe Critical Access Hospital**

**William Bee Ririe Critical Access Hospital  
WBRH Conference Room  
1500 Avenue H, Ely, Nevada 89301**

## **Regular Board of Trustees Meeting Minutes**

This was a duly noticed Regular Board of Trustees Meeting of the White Pine County Hospital District Board of Trustees held Monday, July 26, 2021 at 5:00 p.m.

### **TRUSTEE'S PRESENT**

Julie Gianoli – Chairman  
Richard Rowley – Vice Chairman  
Todd Brewster – Trustee/Secretary  
Michael Mugosa, M.D. – Trustee/Chief of Staff  
Haley McKay – Trustee  
Mike Wheable - Trustee

### **STAFF PRESENT**

Matthew Walker - Chief Executive Officer  
Edwin Szewczyk – Chief Financial Officer  
Joann Musinski– Administrative Assistant  
Mckinzie Hilton – Attorney  
Cinda Heron – Human Resource Director

### **TRUSTEE'S NOT PRESENT**

N/A

### **GUESTS PRESENT**

None

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

Chairman Gianoli called the White Pine County Hospital District Board of Trustees Regular Meeting to order on Monday, July 26, 2021 at 5:00 p.m.

#### 2. Roll Call

Chairman Gianoli 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 7.05, 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 Gianoli, noted that there was no public present to comment at this time.

#### 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) Board of Trustees Regular Meeting – June 28, 2021

Chairman Gianoli entertained a motion to approve Board of Trustees Meeting Minutes for June 28, 2021.

**MOTION:** Vice Chairman Richard Rowley moved to approve the minutes for the Board of Trustees Meeting for June 28, 2021. The motion was seconded by Trustee Todd Brewster and carried unanimously.

### UNFINISHED BUSINESS

#### A. Enterprise Safety & Risk Management & Quality Assurance:

- **Matthew Walker, PharmD/CEO** provided the Board of Trustees with an update on enterprise safety, risk management & quality assurance.
  - Matthew Walker, reviewed the attached performance to group packet with the committee. Noting to the Board of Trustees; that we belong to Nevada Rural Hospital Partners and they take all the rural hospitals data to create quality studies. Quarterly the results of these studies are provided so we can see where William Bee Ririe Hospital stands.
    - Last time this study came out we were in the 50 percentile in opioid prescribing. Since then we have made some changes and this time we we’re up in the 80s. We are making more changes and believe the next quarter will be up in the 90s.

- Enterprise Safety and Risk Management side there was one worker's comp claim listed which was not a big concern. We do not have anything new in risk management no new litigations.

Matthew Walker PharmD/CEO answered all questions asked by the Board of Trustees.

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

### **1) Review and Approval of attached Financial Statements for the Period Ended June 2021:**

- **CFO, Edwin Szewczyk** reviewed the attached financial statement for June 2021 with the Board of Trustees. Making note of a net gain of \$604,000 that was due to a number of different things. Everything is either at or exceeding budget at this time.
  - We have a net increase in our cash of \$561,000 due to operations and due to tax windfall that we got from the mine proceeds which we did get \$900,000.
- The Payroll Protection Program (PPP) funds are not reflected in here. We have a call set up this week with our auditors to talk about that. You don't see it on the financial report but you can see it on the balance sheet.
- Cares Act portal finally opened on July 1<sup>st</sup>. We have sat through a couple of webinars where it seems as though they are still trying to figure things out. Edwin provided further explanation on how the cares act calculates and reviews lost revenue versus revenue gained with the committee.
  - They are reviewing revenues quarter by quarter in specific areas. So if you have a gain in one area to just ignore that and if you have a loss in another area you can count that, just add up your losses and that is what you can claim.
  - Everything purchased to prevent and/or treat Covid still applies.
  - Any interest gained in this process with the money received through the Cares Act is also considered Cares Act money so they want to see that was also applied to Covid related precautions and changes. Otherwise we have to send it back.
  - The portal is open through the end of September and we have till then to claim all of our money spent through June 30<sup>th</sup>. Anything we received after July 1<sup>st</sup> of last year we have until the end of December.

Edwin Szewczyk, CFO answered all questions asked by the Board of Trustees.

Chairman Gianoli entertained a motion to approve the Financial Statements for the period ending June 2021.

**MOTION:** Vice Chairman Richard Rowley made a motion to approve the Financial Statement for the period ending June 2021. The motion was seconded by Trustee Todd Brewster and carried unanimously.

## **C. Approval of Strategic Plan 2020/2021 – Matthew Walker, PharmD/CEO**

- **Matthew Walker PharmD/CEO** asked the Board of Trustee members if there are any changes they want to see done to the plan or added.
  - We applied for a grant for radiology equipment. The organization potentially funding the grant asked to remain anonymous.
  - Pharmacy is doing well and have received compliments from patients on prescriptions delivered and the customer service they have received.

- Medical Records is now caught up.
- Dr. Christensen has retired from the Care Center and Dr. Vu is now their new Medical Director.
- Clinic Remodel- we should have final pricing on August 12<sup>th</sup> which we will bring to the board for approval and may have to hold a special meeting.

**Matthew Walker PharmD/CEO** answered all questions asked by the Board of Trustees.

Chairman Gianoli entertained a motion to approve the strategic plan 2020/2021.

**MOTION:** Trustee Todd Brewster moved to approve the strategic plan 2020/2021. The motion was seconded by Trustee Haley McKay and carried unanimously.

### **NEW BUSINESS**

#### **A. Discussion/For Possible Action: Review/Revise/Approve Governance Policies - Chairman Gianoli**

##### **1) Approval of Governance Policy – 2.2 Governing Style**

Chairman Gianoli entertained a motion to approve Governance Policy 2.2 Governing Style.

**MOTION:** Vice Chairman Rowley made a motion to approve Governance Policy 2.2 Governing Style the motion was seconded by Trustee Todd Brewster and carried unanimously.

##### **2) Approval of Governance Policy – 2.3 Board Job Description**

Chairman Gianoli entertained a motion to approve Governance Policy 2.3 Board Job Description.

**MOTION:** Trustee Todd Brewster made a motion to approve Governance Policy 2.3 Board Job Description The motion was seconded by Vice Chairman Richard Rowley and carried unanimously.

##### **3) Approval of Governance Policy – 2.4 Annual Plan**

Chairman Gianoli entertained a motion to approve Governance Policy 2.4 Annual Plan.

**MOTION:** Vice Chairman Rowley made a motion to approve Governance Policy 2.4 Annual Plan the motion was seconded by Trustee Todd Brewster and carried unanimously.

#### **B. Appointments/Re-Appointments/Modification of Appointments – Mike Mugosa, M.D.**

##### **1) Discussion/For Possible Action: Appointment of Dr. Ha Vu, MD – Emergency Medicine**

Chairman Gianoli entertained a motion to approve appointment of Dr. Ha Vu, MD – Emergency Medicine.

**MOTION:** Dr. Mugosa made a motion to approve appointment of Dr. Ha Vu, MD – Emergency Medicine, the motion was seconded by Trustee Todd Brewster and carried unanimously.

**2) Discussion/For Possible Action: Appointment of Dr. Ha Vu, MD – Family Medicine**

Chairman Gianoli entertained a motion to approve appointment of Dr. Ha Vu, MD – Family Medicine

**MOTION:** Dr. Mugosa made a motion to approve appointment of Dr. Ha Vu, MD – Family Medicine motion was seconded by Trustee Haley McKay and carried unanimously.

**3) Discussion/For Possible Action: Re-Appointment of Dr. David Christensen, MD – Emergency Medicine**

Chairman Gianoli entertained a motion to approve re-appointment Dr. David Christensen, MD – Emergency Medicine

**MOTION:** Dr. Mugosa made a motion to approve re-appointment of Dr. David Christensen, MD – Emergency Medicine the motion was seconded by Vice Chairman Richard Rowley and carried unanimously.

**4) Discussion/For Possible Action: Re-Appointment of Dr. George Norman Christensen, MD – Family Medicine**

Chairman Gianoli entertained a motion to approve re-appointment Dr. George Norman Christensen, MD – Family Medicine

**MOTION:** Dr. Mugosa made a motion to approve re-appointment of Dr. George Norman Christensen, MD – Family Medicine the motion was seconded by Trustee Haley McKay and carried unanimously.

**5) Discussion/For Possible Action: Re-Appointment of Dr. Andrew Geisler, MD – Physical Medicine and Rehabilitation**

Chairman Gianoli entertained a motion to approve re-appointment of Dr. Andrew Geisler, MD – Physical Medicine and Rehabilitation

**MOTION:** Dr. Mugosa made a motion to approve re-appointment of Dr. Andrew Geisler, MD – Physical Medicine and Rehabilitation the motion was seconded by Vice Chairman Richard Rowley and carried unanimously.

**6) Discussion/For Possible Action: Re-Appointment of Dr. Peter Wawro, MD – General Surgery, Thoracic**

Chairman Gianoli entertained a motion to approve re-appointment of Dr. Peter Wawro, MD – General Surgery, Thoracic

**MOTION:** Dr. Mugosa made a motion to approve re-appointment of Dr. Peter Wawro, MD – General Surgery, Thoracic the motion was seconded by Vice Chairman Richard Rowley and carried unanimously.

**C. Discussion Only: Administrators' Report – Matthew Walker, PharmD/CEO**

- 1) Coronavirus update: We do not have any patients in our hospital at this time with Covid. The ones we did have were discharged a week ago.
  - a) Active Numbers: 13
  - b) A couple of people who had received the Pfizer vaccination were diagnosed with Covid and it was determined that was the Delta Variant they contracted neither of which were hospitalized.
  - c) We did have two Covid related deaths where they were transferred out and both passed away, both had underlying conditions.
  - d) Speaking with the County Health Nurse they are offering vaccinations for 12 years and up, you just have to call and get your name on a list if interested and she'll reach back out once the vaccinations are available.

**Attorney McKinzie Hilton made note-** A special meeting of the White Pine County Commission regarding the local mitigation plan was held in accordance with the resolution previously passed by the county. The county commission did not amend the plan.

- 2) CARES act reporting portal is now open. We are gathering data for submission which is due in September for all related expenditures. This will be a work in progress until the deadline.
- 3) We have a number of open positions, it's a difficult market which has left us with staffing shortages in a number of areas.
  - a) We will put on a job fair on 7-29 at 10am in the front entrance of the hospital. Our intent will be to showcase we're more than a job we're a career, with great benefits, pay, and a family like atmosphere.

**Cinda Heron – Human Resource Director:** Commented, right now we are in desperate need of Medical Assistants, we have two new doctors coming in at the end of the month and we have two employees who are leaving to go back to school. We've been utilizing all our resources to get the word out and get some candidates to apply.

- Training will be provided for those who have no experience starting hourly wage is \$14.50 as a student and once they pass their certification which usually takes around 3 months they will move to \$15 an hour for the entry level position plus all benefits apply.

- 4) Potential partnership with County regarding security cameras overlooking Steptoe Park. We reached out to them and let them know we are happy to help if they need to use our WiFi and space to get it set up.

Matthew Walker, PharmD/CEO addressed all questions asked by the Board of Trustees

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

- 1) **Approval to set the Next Regular Meeting – Monday, August 23, 2021 at 5:00 p.m.**

Chairman Gianoli entertained a motion to approve the scheduling of the Regular Board of Trustees meeting on Monday, August 23, 2021 at 5:00 p.m.

**MOTION:** Vice Chairman Richard Rowley moved to approve the scheduling of the next Regular Board of Trustees meeting on Monday, August 23, 2021 at 5:00 p.m. The motion was seconded by Trustee Todd Brewster and carried unanimously.

## **E. CONSENT AGENDA**

The following are “action” items that may be considered in one motion/one vote. They are considered routine, non-public items that have no protests. Any Board of Trustee member may remove any item from the Consent Agenda and have it placed as an individual action item.

### **1. Request for Approval of Vouchers a, b, c, and d – Todd Brewster, Secretary**

- a) Discussion/For Possible Action: Accounts Payable – vouchers #120233 – #120483**
- b) Discussion/For Possible Action: Payroll – vouchers #2442 – #3779**
- c) Discussion/For Possible Action: Refunds – vouchers No Refunds**
- d) Discussion/For Possible Action: Bad Debt Accounts – Self pay/Medicare**

Chairman Gianoli entertained a motion to remove any item from the consent agenda.

- **Trustee Todd Brewster** - commented that if all board members receive the printout of the itemized list to the Cost Agenda items the count would be about 300 pages each.
  - **Attorney Mckinzie Hilton** - stated she would prefer we continue to print them out in effort to keep employee information private and secure until more research is done

Chairman Gianoli entertained a motion to approve the consent agenda items.

**MOTION:** Trustee Todd Brewster moved to approve the Consent Agenda vouchers. The motion was seconded by Vice Chairman Richard Rowley and carried unanimously

**F. 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 7.05, 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 Gianoli noted no public present to comment at this time.

## **G. Adjournment**

Chairman Gianoli entertained a motion to adjourn the White Pine Hospital District Board of Trustees Meeting on July 26, 2021.

**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 Todd Brewster and carried unanimously.

Adjournment: 5:56p.m.