**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, March 27, 2023, at 5:00 p.m.

**TRUSTEE’S PRESENT** **STAFF PRESENT**

|  |  |
| --- | --- |
| Dr. Mike Mugosa – Chairman  Todd Wilkin – Vice Chairman  Bodie Gola – Trustee  Crystal Caviglia – Secretary  Haley McKay – Trustee  **TRUSTEES ARE NOT PRESENT**  Cozette Eldridge – Trustee  **GUESTS PRESENT**  Tom Lehman – Reach  Stacy Ingram – Reach  Zach Bran – MedX  Devin Lauritzen – MedX  Nick Valkel – MedX  Wade Patten  Sydney Patton – MedX  Serenity Orr  Jacob Dalstea  Paul Ward – MedX  Tony Anderson – Med X  Dr, Ajeet Mahendernath (call in)  Members from REACH and MEDX were present not everyone signed in. | Matthew Walker – Chief Executive Officer  Mckinzie Hilton – Attorney  Edwin Szewczyk – Chief Financial Officer  Joann Musinski – Administrative Assistant  Beth Louton – Chief Operations Officer  Todd Brewster – Physical Therapy  Rocky Bybee – APRN  Tracie Gust – CNO  Dr. Nathan Nielson – ER Director |
| Attached hereto is the sign-in sheet and by reference incorporated herein. | |

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**WHITE PINE COUNTY HOSPITAL DISTRICT**

**Regular Board of Trustees Meeting**

1. **Call to Order**

**Chairman** Dr. Mike Mugosa called the White Pine County Hospital District Board of Trustees Regular Meeting to order on Monday, March 27, 2023, at 5:00 p.m.

1. **Roll Call**

**Chairman** Dr. Mike Mugosa 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 Dr. Mike Mugosa asked if there was any public comment at this time:**

Dr. Ajeet Mahendernath made commented – “Thank you so much for giving me the time to comment. I appreciate it. Well, I'm one of your local doctors in the ER and I've been here since 2017. I just wanted to comment on the possibility of going to a single provider for our flights. From being here for so long. I can tell you that I'm not thinking this is going to end up being a very good idea. And part of the reason is, is we have so much difficulty even with two people or two different providers right now trying to get patients out of our Emergency Department. There are plenty of times when the assets that we do have even if they say that we have a dedicated one, have been hauled out, and the other one bails us out. Just recently I had a lady that was in the Emergency Department, she had an upper GI bleed she came in throwing up blood, and that medical emergency we simply can't take care of over here and even in a big facility, it's very difficult. And this lady whom we got accepted at UMC within probably 30 or 40 minutes of her arrival was unable to be transported for about four to five hours. And we're really lucky that she didn't bleed to death on us. And it really was not a weather issue. It really was they just did not have any air assets between either of the places; we even went so far as to try to call into Las Vegas to get Care flight to try to come and move this lady for us and they were unable to do so. So it really becomes an issue. If we only have one pot and they have something wrong with them, or they don't have an asset here or their assets have been pulled away. We're kind of at their mercy. With the recent accidents that Reach had, they also started, I've been told, that they have changed some of their minimum requirements for a flight which means that they're imposing that if we can't see X amount of feet more miles further with that we can't fly. I'm not sure that the same between both companies. But I think that's going to really hamper us from getting our patients out and unfortunately, after COVID We're seeing sicker and sicker patients in our ER. So I hope you guys think about that before you make any decision. But I thank you for your time. And thanks for having me up there”.

Dr. Nathan Neilson made comment – “So I work with the team and most of you know me, but I would say I really echo his comments working down there, you know, and we've got really one of our nurses here. Hopefully, she'll speak up too, because she's the one on the phone all the time, getting everybody arranged, but I feel we're very fortunate to have two services here. I was actually very intrigued by the history of that, and-

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-again, I feel like we are very lucky but I also feel like it's something we don't want to mess with. I only come out here two, maybe three times a month and I can tell you with each we can track the numbers. It's very common where we are lucky when we have available two transits at the same time that can be used or we have one service that can’t for one reason or another, no plane, no staff, it’s the weather in one direction, I mean, there's just so many times when it's happened. And so I think it'd be good to look at the data to see how many times we fly people out at the same time. I don't know how that works for the two companies, and I don't know who started this, but I feel like we could just lock the door and all have a big group hug. I think we can work this out, I think it’s a horrible idea”.

**4. Discussion Only: MedX Paul Ward & Tony Anderson –** provided a PowerPoint presentation to the Board of Trustees about the history of MedX air medical services and the services provided to the community; highlighting how their billing processes work speaking to the No Surprises Act.

Paul Ward and Tony Anderson answered all questions the Board of Trustees asked.

Chairman Dr. Mike Mugosa moved toNew Business **Item C. Discussion for Possible Action**: Discussion of and/or presentation by MEDX and REACH Air Ambulance Services and approval to explore entering into a first right-of-refusal agreement with one of these providers – **Bodie Golla, Trustee**

**Bodie Golla, Trustee – “**I basically asked for this agenda item. I know there's a lot of opposition from around the room but until you've been given a bill for flight coverage, you probably don't really feel the impact of it. So things that we're learning along the way and I'm really interested to hear both sides present their case on this is it's my understanding that Reach, the county pays for Reach’s membership plan for the community. You've heard MedX talk about how the membership plan is really irrelevant due to the No Surprises Act. So that was one of the concepts that got brought up. Since this item has been created, now we're kind of starting to see different information and I'm just kind of curious before I push forward with the agenda item to have both companies present and let us know a little bit about that”.

**Crystal Caviglia, Secretary** – “We will start with the first right-of-refusal, that doesn’t mean that you wouldn’t need both companies still here, but I also want to keep in that if a patient requests one service over the other they should try and have that accomplished for that patient”.

**Tom Lehman, Reach** – Provided the Board of Trustees with more information on Reach’s membership program and how their billing processes work.

Further discussion took place regarding Reach putting in two teams with two aircrafts available in light of the first right-of-refusal agreement and what that would look like, and MedX provided more information on options of sustainability to meet the same terms. Both teams indicated they would be willing to put a proposal together.

**MOTION:** Trustee Bodie Golla made a motion to table this item to explore more financial data; Chairman Dr. Mugosa seconded tabling this item upon receiving additional financial data that Trustee Bodie Golla will present, motion carried unanimously.

**5. Approval and reading of minutes of the last regular meeting and any special meetings, which may have been held since the last Regular meeting.**

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1. **Board of Trustees Regular Meeting – February 27, 2023**

**Chairman Dr. Mike Mugosa** entertained a motion to approve the Board of Trustees Meeting Minutes for February 27, 2023.

**MOTION:** Trustee Bodie Golla moved to approve the minutes for the Board of Trustees Meeting for February 27, 2023; the motion was seconded by Secretary Crystal Caviglia and carried unanimously.

**UNFINISHED BUSINESS**

1. **Enterprise Safety & Risk Management & Quality Assurance – Matthew Walker, PharmD/CEO**

* **Enterprise Safety & Risk Management**, **Matthew Walker, CEO** –
  + **Sterilizer Project -** We have a sterilizer project going on, we are replacing our two sterilizers and our washer. Our plan is to try and decommission one at a time and bring the other one up to be able to continue services, we will obviously have to stop OR elective cases for no more than a week, and by then we’ll have all equipment clean. Our hope is to be able to keep one up and running in the event that we have two or three emergencies because we don’t have a lot of equipment. I wanted the Board to be aware of this from an Enterprise Safety standpoint it is a concern because we don’t know what this will look like at the moment. We have hired someone to put everything in because it has a lot of requirements that need to be met by the State and everyone else. We do have concerns because some of that is out of our hands.
  + **CMS Reporting –** CMS Quality data reviewed on the computer with the Board of Trustees highlighting quality reporting for CMS requirements. Details provided show how our new EHR system allows us to be compliant with that reporting now because our previous EHR system wasn’t able to meet those requirements. We were able to meet those requirements this last year, it is all risk-based because of quality.
* **Quality Assurance, CEO Matthew Walker**:
  + **HCHAPS -** Quarterly HCHAPS Data reviewed with the Board of Trustees. Discussing how the survey process works through a third-party vendor; providing the Board of Trustees with a copy of the form that is provided to patients during discharge. We are also speaking with our nurses to help remind our patients they are going to get a survey call regarding care received here.
  + **Top Workplaces 2022** – Third party survey was sent out and we were notified last week that we received a Top Workplace Award for the State, which will be published next week, so we are excited about that. Thanks to Beth Louton, COO for getting that project together as we haven’t had time the last couple of years due to the COVID challenges. Beth was gracious enough to help us with getting that survey completed.

Matthew Walker, CEO answered all questions the Board of Trustees asked.

1. **Discussion/For Possible Action : Financial/Statistical Reports:**
   1. **Acceptance/Approval of Auditor’s presentation for the fiscal year 2022 –** Edwin Szewczyk, CFO

**Chairman Dr. Mike Mugosa** – entertained a motion to table the Auditor’s presentation for the fiscal year 2022 to the next Board Meeting in April.

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**MOTION:** Secretary Crystal Caviglia made a motion to approve tabling the Auditor’s presentation for 2022 to the Board of Trustees meeting in April; the motion was seconded by Trustee Haley McKay and carried unanimously

* 1. **Review and approval of the attached Financial Statement for the period ended January 31, 2023:– Edwin Szewczyk, CFO:** Edwin Szewczyk, CFO provided a handout review outlining the month of January financials.
     + **January 2023 Financials** – In the month of January we had a bottom-line net gain of $262,000. We did benefit from an interim cost report rate settlement rate increase across the board for inpatient and outpatient, based on our cost report filing. They gave us an interim settlement that was about $644,000. Edwin continued to review January’s financial report with the Board of Trustees.

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

**Chairman Dr. Mike Mugosa** – entertained a motion to approve the Financial Statement for the period ending January 31, 2023.

**MOTION:** Secretary Crystal Caviglia made a motion to approve the Financial Statement for the period ending January 31, 2023; the motion was seconded by Trustee Bodie Golla and carried unanimously

**NEW BUSINESS**

1. **Discussion/For Possible Action**: Review/Revise/Approve Governance Policies – Chairman Dr. Mike Mugosa
2. **Approval of Governance Policy – 1.5 Treatment of Medical Staff**

Chairman Dr. Mike Mugosa entertained a motion to approve Governance Policy – 1.5 Treatment of Medical Staff

**MOTION:** Vice Chairmen Todd Wilkin made a motion to approve Governance Policy – 1.5 Treatment of Medical Staff; the motion was seconded by Secretary Crystal Caviglia and carried unanimously.

**2. Approval of Governance Policy – 1.6 Financial Planning and Budgeting**

Chairman Dr. Mike Mugosa entertained a motion to approve Governance Policy – 1.6 Financial Planning and Budgeting

**MOTION:** Secretary Crystal Caviglia made a motion to approve Governance Policy – 1.6 Financial Planning and Budgeting; the motion was seconded by Trustee Haley McKay and carried unanimously.

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1. **Appointments/Re-Appointments/Modification of Appointments – Chairman Dr. Mike Mugosa, M.D.**

**Appointments –**

**Telemedicine-StatRad**

* 1. **Discussion/For Possible Action –** The Appointment of Amy Kirby, MD – Radiology

Chairman Dr. Mike Mugosa entertained a motion to approve the appointment of Amy Kirby, MD – Radiology

**MOTION:** Chairman Dr. Mugosa made a motion to approve the appointment of Amy Kirby, MD – Radiology; the motion was seconded by Vice Chairman Todd Wilkin and carried unanimously.

**Re-Appointments** –

* 1. **Discussion/For Possible Action –** The Re-Appointment of Suzette Axelgard, APRN – Family Practice

Chairman Dr. Mike Mugosa entertained a motion to approve the Re-Appointment of Suzette Axelgard, APRN – Family Practice

**MOTION:** Chairman Dr. Mike Mugosa made a motion to approve the Re-Appointment of Suzette Axelgard, APRN – Family Practice; the motion was seconded by Secretary Crystal Caviglia and carried unanimously.

**3) Discussion/For Possible Action** – The Modification of the Re-Appointment of Cade Willes, DC - Chiropractor

Chairman Dr. Mike Mugosa entertained a motion to approve the Modification of the Re-Appointment of Cade Willes, DC – Chiropractor. The modification was for allowing Dr. Willis the ability to order labs and x-rays, etc.

**MOTION:** Chairman Dr. Mike Mugosa made a motion to approve the Modification of the Re-Appointment of Cade Willes, DC - Chiropractor; the motion was seconded by Vice Chairman Todd Wilkin and carried unanimously.

**C. Discussion/For Possible Action:** Discussion of and/or presentation by MED-X and REACH Air

Ambulance Services and approval to explore entering into a first right-of-refusal agreement with one

of these providers – **Bodie Golla, Trustee**

Chairman Dr. Mike Mugosa noted item C regarding Med-X and Reach was discussed at the beginning of the meeting.

**D. Discussion Only**: **Administrators’ Report – Matt Walker, CEO**

1. **Health Fair plan/strategy for September 9, 2023. Noon to 3:00 pm –** We plan on doing something similar to what we did a few years ago prior to Covid where we had an open house throughout the hospital and all the departments who participated did different topics that educated or showed the

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community what services they provide**.**  We are still working out the details of this; it will be on a Saturday so the clinic will not be operational. We will be using that space and down the hallway.

1. **Covid Vaccines –** Just in case any concerns are mentioned regarding Covid vaccines here at the hospital what our providers have noticed is there’s not a lot of demand for it here. Our concern is storage as the cost to get a freezer can be expensive and because of the low demand, we do not feel it is a good financial investment at this time. Though if things change we can always reevaluate that. As of right now the County Health Nurse already has those storage freezers and keeps the vaccines in stock there, she stated they do about one or two a week at most. Our concern was if we both give them out; there is a lot of potential waste for the product if the complete vial isn’t used within 30 days we have to throw it away. Immunization is free still as of right now however that’s due to change here soon and it will start costing us quite a bit. So we are referring patients who request the vaccine to the County Health Nurse at this time, if the demand changes or things change with time we will reevaluate the decision and keep the Board informed.

1. **New Email System –** Our current email system is hosted by NRHP - Nevada Rural Healthcare Partners, they are getting out of the business just because it’s expensive to keep the hardware. We will be moving to Microsoft Exchange and the cost is going to be about three or four times the cost of our current email service. Although we are looking at a nonprofit status with Microsoft to see if we can get the cost down. We will know by the end of the month what that looks like and if it’s possible.

Matthew Walker, CEO answered all questions the Board of Trustees asked.

**E. Discussion/For Possible Action:** Set Date and Time for Next Regular and/or Special Meeting

1. **Approval to set the Next Regular Meeting – Monday, April 24, 2023, at 5:00 p.m.**

Chairman Dr. Mike Mugosa entertained a motion to approve scheduling the Regular Board of Trustees meeting on Monday, April 24, 2023, at 5:00 p.m.

**MOTION:** Secretary Crystal Caviglia moved to approve the scheduling of the next Regular Board of Trustees meeting on Monday, April 24, 2023, at 5:00 p.m.; the motion was seconded by Trustee Bodie Golla and carried unanimously.

**F. 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, and c – Secretary Crystal Caviglia,**
2. **Discussion/For Possible Action:** Accounts Payable – vouchers **#002484 - #002690**
3. **Discussion/For Possible Action:** Payroll – vouchers **#14123 - #14638**
4. **Discussion/For Possible Action**: Bad Debt Accounts – **Self-pay/ Medicare**

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Chairman Dr. Mike Mugosa entertained a motion to approve the consent agenda items a, b, and c.

**MOTION:** Secretary Crystal Caviglia moved to approve the Consent Agenda vouchers a, b, and c; the motion was seconded by Trustee Haley McKay and carried unanimously.

**G. 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 Dr. Mike Mugosa asked if there was any comment from the public at this time** – two members made comments:

**Secretary Crystal Caviglia** – commented that she had heard that Tracie Gust was retiring. CNO Tracie Gust said she was not at this time but may be looking at an alternate arrangement in the future where she would still be employed by the hospital.

**Trustee Bodie Golla –** Brought up changing how the Board sits at the table to be able to face any public speakers or attendees directly.

**H. Adjournment**

Chairman Dr. Mike Mugosa entertained a motion to adjourn the White Pine Hospital District Board of Trustees Meeting on March 27, 2023.

**MOTION:** Secretary Crystal Caviglia moved to approve the adjournment of the White Pine Hospital District Board of Trustees meeting dated March 27, 2023; the motion was seconded by Trustee Haley McKay and carried unanimously.

Adjournment: 6:35 p.m.