



REGULAR MEETING MINUTES

LAST FRONTIER HEALTHCARE DISTRICT BOARD OF DIRECTORS

Friday, July 21, 2023, at 1:00 pm
City Hall Chambers, 200 W North St.
Alturas, California

Directors present: Paul Dolby, Edouard (Jim) Cavasso, Carol Madison
Directors absent:
Staff in attendance: Kevin Kramer, CEO; Edward Johnson, CNO; Patrick Fields, CFO
Staff absent: Amber Vucina, CHRO; Adam Willoughby, COO; Denise King, LFHD Clerk

CALL TO ORDER

Jim Cavasso, Vice Chair called the meeting of the Last Frontier Healthcare District (LFHD) Board of Directors (Board) to order at 1:00 pm. The meeting location was City Hall, at 200 W. North Street in Alturas, California.

1. PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA

2. AGENDA – Additions/Deletions to the Agenda

Carol Madison moved that the agenda be approved, with updates being made to the agenda to add Patrick Fields as the presenter for the financial statements and investment action items and to remove Adam Willoughby's report to the Board. This motion was seconded by **Paul Dolby**, and the motion carried with all present voting "aye."

3. PUBLIC COMMENT

Scott Swasey was present at the meeting and introduced himself as an applicant for an appointment to the Board to replace **Amy Foster** or **De Funk** for the remainder of their terms. Board members discussed scheduling a special meeting to consider appointment of **Mr. Swasey** to the Board.

4. DISCUSSION

No discussion items were presented at this meeting.

REGULAR SESSION

5. CONSENT AGENDA - Items under the Consent Agenda heading do not require discussion before a vote. If discussion is needed, that item needs to be moved to the Consideration/Action part of the Agenda where discussion is allowed.

A.) **K. Kramer - Adoption of LFHD Board of Directors Regular Meeting Minutes – June 22, 2023**

B.) **J. Carrillo - Medical Staff Committee Meeting Minutes – July 28, 2023.**

- **Medical Staff Committee Meeting Minutes –May 31, 2023.**
- **Pathology Report – No Report**
 - **Committee Reports**
 - **Water Management – January 3, 2023**
 - **Environment of Care – March 7, 2023**

C.) E. Johnson – Policy/Procedures

- **Medical Records**
 - **Staff Member Access to Medical Records**
 - **Accessibility of the Medical Records**

Carol Madison moved that the Consent Agenda be approved as presented, **Paul Dolby** seconded, and the motion carried with all present voting “aye.”

6. CONSIDERATION/ACTION

A.) **P. Fields – June 2023 LFHD Financial Statement (unaudited).**

Patrick Fields, CFO presented the *unaudited* Last Frontier Healthcare District Financial Statement for June 2023, from the narratives and financial statements provided in the Board meeting packet.

Carol Madison moved to approve the June 2023 LFHD Financial Statement (unaudited) as presented, **Paul Dolby** seconded, and the motion carried with all present voting “aye.”

B.) **K. Kramer - #23-05 Resolution for Tax Collection**

Kevin Kramer, CEO explained the resolution for Tax Collection to the Board of Directors.

Jim Cavasso, Vice Chair, called for a roll call vote:

- | | |
|--------------------------------|-----|
| • Edouard (Jim) Cavasso | Aye |
| • Carol Madison | Aye |
| • Paul Dolby | Aye |

The motion to approve **Board Resolution for Tax Collection**, with a change being made to the due date, was made by **Carol Madison** and seconded by **Paul Dolby**. The motion carried with all present voting “aye” as shown in the roll call vote above.

C.) **K. Kramer – Prop 218 Certification 2023-2024**

Kevin Kramer, CEO, presented Prop 218 Certification 2023-2024 to the Board.

Carol Madison moved to approve Prop 218 Certification 2023-2024 as presented, **Paul Dolby** seconded, and the motion carried with all present voting “aye.”

D.) **P. Fields – Investment in US Treasuries**

Patrick Fields, CFO, presented the Board of Directors with the Investment in US Treasuries and answered any questions they had.

Paul Dolby moved to approve the proposed Investment in US Treasuries as presented, **Carol Madison** seconded, and the motion carried with all present voting “aye.”

7. VERBAL REPORTS

A.) **K. Kramer – CEO Report to the Board**

Provider Recruitment-Still looking for a dentist for Canby. We have conducted a site visit since our last meeting with a potential permanent candidate and have one other candidate that is interested in possibly transitioning from Locums to permanent. Current locums candidate leaves today after work and we are without a dentist again until we get another locums to backfill.

SNF Project-Site work has been delayed until next Spring for now. Much of the project was bid out and was about \$8 million over budget based on what they got back from bidders. Swinerton is going to scale the project back and rebid the work in hopes that the market will be in better shape when it is rebid. USDA has agreed to allow us to continue to delay acquisition of a construction loan.

QIP Project-Data was submitted, along with documentation. Virtual audit will occur towards the end of August for this program.

Regional Leader Meeting-Regional meeting was held with Fall River, Surprise Valley, Eastern Plumas, Plumas, and Seneca hospitals yesterday. The meeting was in Quincy. Much of the meeting was spent talking about the possibility of our hospitals forming a system that could create some financial advantages and synergies. Some of the things that system could potentially accomplish to help performance and standardization of operations within the region are as follows:

- a. Better purchasing power for supplies, outsourced services, etc.
- b. Better structure to attract specialty providers that would rotate within the system's facilities, such as orthopedic surgeons, cardiologists, etc. that are not currently able to be employed because no single facility can utilize them full time.
- c. Better pricing on health insurance.
- d. Shared staffing between facilities.
- e. Shared business office for the system.
- f. Shared IT infrastructure, marketing structure, policies, etc.
- g. Shared service lines (ie. EMS, Home Health and Hospice, etc.)

B.) E. Johnson – CNO Report to the Board

Warnerview-Remains at CMS 4-star rating. Census is 49 and the goal is still to get to 50 residents. Residents participated in the Fandango Days Parade (took 2nd place in the float contest) and have weekly picnics in the park.

Acute-Average daily census for the month was 4. Continuing to try to encourage staff to market swing-bed program.

Lab-remodel plan is currently on hold, pending Cerner implementation, tentatively scheduled for October 23,2023. Continued work has been done to find permanent, international CLS staff through the visa process.

Radiology-Just transitioned to a new PACS system (Infinitt) on July 11, 2023. Overall, this has gone smoothly.

Pharmacy-An offer has been presented to Mike Gracza to serve as the Pharmacy Director.

C.) P. Fields – CFO Report to the Board

Accounting- Multiview is live, will be doing first AP check run this Tuesday, Received the CAM for Audit, Auditors will be here the week of September 18th. New AP clerk is on board, been training for the last two weeks.

Revenue Cycle- Hired a Rev Cycle/Accounting Aide to help with monitoring of business office partner and to help provide training and process improvement to the revenue cycle process at Modoc Medical Center.

Purchasing-Cerner build is almost complete and purchasing is feeling pretty good about the Cerner transition. Operations are stable in purchasing.

Office Worker Floater Pool-Currently have one full time floater and the rest have been recruited by other departments. Looking to hire more floaters to provide a stable pool of floaters for the organization's use.

D.) Board Member Reports

- **Jim Cavasso** – Nothing to Report
- **Carol Madison** – Nothing to Report
- **Paul Dolby** – Nothing to Report

EXECUTIVE SESSION

Executive Session was called to order by **Jim Cavasso, Vice Chair**, at 1:39 pm, per the evidence codes outlined in the agenda and below.

7. CONSIDERATION / ACTION

A.) **J. Carrillo – Medical Executive Committee Minutes & Credentialing Items – July 29, 2023– (Per Evidence Code 1157).**

- **Medical Executive Committee Minutes & Privileging / Credentialing Items OPPE 2019B – May 31, 2023.**

Carol Madison moved to close the Executive Session and resume the Regular Session of the LFHD Board of Director's meeting, **Paul Dolby** seconded, and the motion carried with all voting "aye."

The Executive Session of the Board of Directors was adjourned at 1:41 pm.

RESUME REGULAR SESSION

The Regular Session of the Board of Directors was called back to session by **Jim Cavasso, Vice Chair**, at 1:41 pm. Acceptance of Medical Executive Committee minutes and Credentialing Recommendations were announced as indicated below.

8. CONSIDERATION / ACTION

A.) **J. Carrillo – Medical Executive Committee Minutes & Credentialing Items – July 29, 2023.**

- **Medical Executive Committee Minutes & Privileging – May 31, 2023.**

Based upon character, competence, training, experience and judgment, favorable recommendation by peers and credentialing criteria fulfillments, the Medical Executive Committee recommended the following appointments for Last Frontier Healthcare District Board of Directors' acceptance:

- **Ruth Moeller, FNP-C** – Recommend reappointment of Allied Health status/privileges in the Family Medicine setting.
- **Heather Caldwell, PA-C** – Recommends reappointment of Allied Health status/privileges in the Family Medicine setting.

Carol Madison moved to accept the minutes and approve the credentialing providers above, **Paul Dolby** seconded and the motion carrier with all present voting "aye."

11.) MOTION TO ADJOURN

Carol Madison moved to adjourn the meeting of the Last Frontier Healthcare District Board of Directors at 1:42 pm, **Paul Dolby** seconded, and the motion carried with all present voting "aye."

The next meeting of the Last Frontier Healthcare District's Board of Directors will be held on August 31, 2023, at 1:00 pm in the Alturas City Council Chambers at City Hall in Alturas, California.

Respectfully Submitted:


Denise R. King
Last Frontier Healthcare District Clerk



Date

7/21/2023