

Due to ongoing COVID-19 positivity in Lewis County, this Board of Manger's meeting was held virtually via Google Meet.

**LEWIS COUNTY GENERAL HOSPITAL
BOARD OF MANAGERS
February 24, 2021**

The regular monthly meeting of the Board of Managers of Lewis County General Hospital was called to order at 4:30 p.m. by Michael Young, President. Members present via Google meet.

*Richard Chartrand {entered at 4:35 pm}
Jennifer Jones
John Lehman*

*Marguertie Mastascusa
Howard Meny, M.D.
Philip McDowell
Karen Rennie*

*Susan Ross
Cheryl Steckly
Michael Young*

Others
Present

*Gerald R. Cayer, Chief Executive Officer
Jeff Hellinger, Chief Financial Officer
Michelle Kelley, Administrative Assistant
Christina Flint, Community Services Coordinator
Jessica Skiff, Director of Human Resources
Frank Pace, Director of Facilities Management
Debra Wurz, Nursing Home Administrator
Gale Grunert, Director of Quality Assurance
Dr. Manoj Vora, Vice President of the Medical Staff
Dr. Steven Lyndaker, Medical Staff Director
Mr. Ryan Piche, County Manager*

PLEDGE OF ALLEGIANCE

- VISION AND MISSION STATEMENT:** The health system's Vision and Mission Statement were read with the group at the start of the meeting by Board member Mr. McDowell.

EXCUSE ABSENT MEMBERS

- #7. Motion by Mrs. Jones, seconded by Mr. McDowell, the Board excused Mr. Donald Musnicki from the meeting. Approved.

VOTE: yes 9, no 0.

EMPLOYEE OF THE MONTH

- #8. Motion by Mrs. Jones, seconded by Mrs. Ross, the Board congratulated Daniel Virkler, Environmental Services, and Michelle Miller, Nurse Manager, as the Employees of the Month for the month of December and January, respectfully.
Approved

VOTE: yes 10, no 0.

- CONFLICT INQUIRY:** No known conflicts were identified on tonight's agenda for any board member.

- PUBLIC COMMENT:** Anyone wishing to send a public comment may do so by sending an email to info@lcgh.net. Mrs. Michelle Kelley noted no emails were received.

OLD BUSINESS:

- ✓ None

☐ GENERATIVE DISCUSSION:

- ✓ Enhancing Safety, Quality & Technology:
 - OBIX: Mr. Cayer provided a brief update on the new OBIX system recently installed in our Maternity Department, which is a perinatal data system that provides electronic central fetal monitoring and documentation. The central fetal monitoring allows the staff and physicians to review the mother/baby data and view the fetal monitor tracings from smart devices. The nursing service has four fetal monitoring units in the maternity unit. The maternity staff have completed 8 modules of preparation with OBIX POET training and eight staff nurses have completed superuser training. He added OBIX went live on February 22nd and the nursing staff have been practicing using the central monitoring system which displays all the maternity patient data and fetal monitoring simultaneously. OBIX is an asset to LCGH maternity department and will provide physicians and nurses improved communication and safety and the ability to remotely review fetal monitor strips and data. Mr. Cayer noted our IT Department has been instrumental in the development of this new system as well.
 - Primary Stroke Center Initiative: Mr. Cayer informed the group the Joint Commission conducted an Advanced Primary Stroke Center certification visit virtually on Tuesday, February 23rd. He added the work to reach yesterday's milestone dated back nearly two years, back to June 2019. The Primary Stroke Designation committee was created and has worked collaboratively to address making the stroke diagnosis, the development of policies and protocols, and implementing processes of care for the stroke patient using evidence-based practices. From a clinical nursing perspective, the nurses have been working hard and anticipated this visit. The next steps include clarification of corrective actions and evidence of standards compliance to satisfy the requirements for improvement post the Joint Commission visit. These steps are a 10 day and 60 day process, respectively. Mr. Cayer acknowledged the ED nursing service, the ED medical group and Ms. Marcy Teal, Director of Staff Development, Dr. Mark Parshall, ED Medical Director and Mr. Nick Hanno, BSN, ED Nurse Manager for making this initiative a reality for our health system. Mr. Cayer also shared the JC surveyor shared "I would feel comfortable if a family member was having a stroke and using your services".

☐ STRATEGIC FOCUS ISSUES:

- ✓ Elder Care Services: Ms. Debra Wurz, Nursing Home Administrator, briefed the Board on the path to increase census in the nursing home from the current census of 118 residents to 130, 140, 150 and max 160 residents. She discussed the staffing ratios needed for each of the census goals. Ms. Wurz noted there will be two more CNA classes in 2021 and they would like to see 10 students in each class. She also added the NYSDOH guidelines are on the health system website.
- ✓ Community Relations / Marketing Highlights: Mrs. Christina Flint, Community Services Coordinator, briefed the Board on the following topics:
 - New Medical Staff / Service Line Highlights
 - Advertising
 - COVID-19 Highlights & Activities
 - Staff Recognition for COVID Response
 - Community
 - Looking Ahead

☐ OPERATIONAL UPDATES:

- Patient Safety/Quality – Gale Grunert:
 - ✓ 2021 Joint Commission CAH National Patient Safety Goals: Mrs. Gale Grunert, briefed the board on this topic and shared the reviewed each of the seven (7) patient safety goals that our facility strives to meet. She added the goals are shared with the managers, supervisors and are available to everyone on the LCGH Insider, plus they are presented at skill days with staff as well.

Mrs. Grunert shared the goals are very important and are taken seriously in order to ensure zero harm to our staff and patients. Mrs. Karen Rennie, Chair of the Quality Council Committee, commended Mrs. Grunert and the managers for their forward thinking as our team had already started on 90% of the goals.

○ Finance Update – Jeffery Hellinger, CFO:

✓ Period 1 Review:

- There was a loss of \$340,270 versus a budgeted loss of \$338,412 for the month of January. The YTD loss is \$340,270 versus a budgeted loss of \$338,412.
- Mr. Hellinger noted January's inpatient revenue experienced a 62.7% positive variance and added the Med/Surg and ICU nursing teams did a great job caring for the patients.
- Other Operating Revenue was over budget due to the receipt of federal VAP funds (~\$215k).

○ Human Resources: Mrs. Jennifer Jones, Chair of the HR Committee, shared the following updates from the February 8, 2021 HR Committee Meeting:

- An OSHA update was provided
- She noted our facility experienced 730 loss days of work in 2019 and only 346 in 2020 due to the Light Duty program that was put in place.
- Currently there are 117 casual staff members
- As of February 8th, 260 staff members had been vaccinated

New Hires, Resignations, Retirements & Terminations: The organizations new hires, resignations, retirements and terminations for the period of December 11, 2020 – February 8, 2021 were included in Board packets.

□ **CHIEF'S EXECUTIVE'S REPORT**

◆ COVID-19 Update: Mr. Cayer shared the following with the Board:

- LCGH:
 - Today's Medical Surgical/ICU inpatient census: 20
 - Today's Medical Surgical COVID-positive patient total: 3
 - Total COVID patient deaths: 9 (2 from RHCF, 7 community)
 - Current staff COVID positive: 2
- RHCF:
 - Today's RHCF resident census: 118
 - Today's RHCF COVID-positive resident total: 4
 - RHCF Floor 2 positive resident total: 4
 - Total COVID-related deaths: 4 (2 passed away LCGH, 2 pass away RHCF)
 - Current staff COVID positive: 6
- 56% of our workforce has been vaccinated
- Our facility is not likely to receive vaccines. Staff members wishing to be vaccinated will need to do so through Public Health or the state sponsored regional vaccination clinics
- Lewis County continues to see a reduction in COVID positivity.

◆ Copenhagen Health Center Update: Mr. Cayer noted this project is in the final stages with the contractors finalizing the punch list. He added we are currently in the process of completing insurance credentialing process for the new nurse practitioner who will be joining us and staffing this site. He noted the announcement for this provider will be released soon and added she is a local graduate from a Lewis County local high school and will be a wonderful addition to the Copenhagen community.

◆ Surgical Pavilion & MS-ICU Revitalization Update: Mr. Cayer reported the CON is in the end stage of review. He noted the Public Health review of the CON is scheduled for April 8th and the pre-bid meeting was recently held with Mr. Rick Tague from BCA and Mr. Frank Pace.

- ◆ Future Business:
 - ✓ “Board Certified” Physicians

□ **PRESIDENT’S REPORT:**

- ◆ Strategic Topics for March 2021:
 - ✓ Employed Provider Practices {Dr. Harney}
 - ✓ Human Resources {J. Skiff}
- ◆ Medical Staff Meeting – March 8, 2021
 - ✓ Sue Ross
 - ✓ Dr. Howard Meny
- ◆ News In General: The Board received a copy of the February 2021 News In General.
- ◆ News Notes: The Board received a copy of the News Notes from the media for the month of January.
- ◆ Other: None

□ **CONSENT ITEMS:**

- #9. Motion by Mrs. Steckly, seconded by Mr. Chartrand, to approve the January 27, 2021 Board of Managers’ meetings and acknowledge receipt of the following minutes (all minutes were previously distributed with the board packets):

- 12/15/2020 PAC Performance Improvement Committee Minutes
- 01/25/2021 Quality Council Committee Minutes
- 01/27/2021 Environmental of Care Committee Minutes
- 02/08/2021 Human Resources Committee Minutes
- 02/15/2021 Executive/Finance Committee Minutes

Approved.

VOTE: yes 10, no 0.

OTHER: None

MEDICAL STAFF: Dr. Vora, Medical Staff Vice President, provided the following update.

- ◆ Credentialing/Rec credentialing on tonight's agenda will be discussed in Executive session.

#10. Motion by Mr. McDowell, seconded by Mrs. Rennie, to enter executive session at 5:36 p.m. for credentialing and personnel matter. Approved.

VOTE: yes 10, no 0.

#11. Motion by Mr. McDowell, seconded by Mr. Lehman, to return to regular session at 5:44 p.m. Approved.

VOTE: yes 10, no 0.

Credentialing/Rec credentialing:

#12. Motion by Mr. McDowell, seconded by Mrs. Mastascusa, to approve the following:

Reappointments:

- Mikhail Choubmessenger, M.D. – Courtesy Staff, Anesthesia Service, with privileges as requested
- R. Brian Shambo, M.D. – Courtesy Staff, Family Practice Service, with Clinic privileges as requested

Appointments:

- Lee Beville, III, M.D. – Associate Staff, Radiology Service, with privileges as requested (Delegated-OnRad)
- Roxanne Chan, M.D. Associate Staff, Radiology Service, with privileges as requested (Delegated-OnRad)
- Joseph Curley, M.D. – Associate Staff, Anesthesia Service, with privileges as requested
- Martin Price, M.D. – Associate Staff, Radiology Service, with privileges as requested (Delegated-OnRad)

Advancements:

- Michelle Johnston, M.D. – Active Staff, Anesthesia Service, with privileges as requested
- Michael McElheran, P.A. – Permanent Adjunct Staff, Surgery Service, with Orthopedic privileges as requested
- Fernando Nussenbaum, M.D. – Courtesy Staff, Surgery Service, with Orthopedic privileges as requested
- Zhanna Spektor, M.D. – Courtesy Staff, Pathology Service, with privileges as requested
- Kerry Whiting, M.D. – Courtesy Staff, Pathology Service, with privileges as requested

Approved.

VOTE: yes 10, no 0.

Other:

#13. Motion by Mrs. Ross, seconded by Mr. Chartrand, the board recognized the retirement of one of Lewis County General Hospital's exemplary nurses, Mr. Nick Hanno, slated for Friday, February 26, 2021, with 28 years of dedicated service as a registered nurse and emergency department nurse manager. Mr. Hanno is a kind and compassionate person who loves his profession and cares for the community he serves. Mr. Hanno is a respectful individual, and he has earned respect from those who had the pleasure to work with him. He has a comforting presence and his familiar face and skill put patients and families at ease. Mr. Hanno is deserving of honor and recognition for his excellence in his profession and his many contributions to the health system. Best wishes for a happy and healthy retirement. Approved.

VOTE: yes 10, no 0.

#14. Motion by Mr. Chartrand, seconded by Mr. McDowell, to adjourn at 5:46 p.m. Approved.

VOTE: yes 10, no 0.

Respectfully submitted,



Michelle Kelley
Administrative Assistant

Countersigned:

Philip McDowell, Secretary
Board of Managers