

# 2020-04-01 Special Meeting of the Truckee Surgery Center Board of Managers

Wednesday, April 1, 2020 at 1:00 p.m.

Due to COVID-19 shelter in place orders and under the authority of the Governor's Executive Order N-29-20, this meeting will be conducted entirely by teleconference.

No physical location will be available. Members of the public can attend and provide public comment via teleconference at the following number:

(346) 248 7799 or (301) 715 8592

Meeting ID: 736 295 754

# 2020-04-01 Special Meeting of the Truckee Surgery Center Board of Managers

04/01/2020 TSC Board of Managers

ITEMS 1-4: See agenda

ITEM 5: APPROVAL OF MINUTES

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ITEMS 6-8: See Agenda



# TRUCKEE SURGERY CENTER REGULAR MEETING OF THE BOARD OF MANAGERS

## DRAFT MINUTES

Monday, March 9, 2020 at 12:00 p.m.

Pine Street Cafe Conference Room – Tahoe Forest Hospital  
10121 Pine Avenue, Truckee, CA 96161

### 1. CALL TO ORDER

Meeting was called to order at 12:00 p.m.

### 2. ROLL CALL

Board of Managers: Harry Weis, Judy Newland, Dr. Jeffrey Dodd

Staff in attendance: Courtney Leslie, TSC Business Manager; Lisa Shebell, TSC Clinical Manager/Administrator; Karla Weeks, Director of Surgical Services; Martina Rochefort, Clerk of the Board

*Via phone: Crystal Betts (cannot vote)*

### 3. CLEAR THE AGENDA/ITEMS NOT ON THE POSTED AGENDA

No changes were made to the change.

### 4. INPUT – AUDIENCE

No public comment was received.

Open Session recessed at 12:02 p.m.

### 5. CLOSED SESSION

#### 5.1. Approval of Closed Session Minutes ♦

*01/22/2020*

Discussion was held on a privileged item.

#### 5.2. Hearing (Health & Safety Code § 32155) ♦

*Subject Matter: 2019 Annual Quality Report*

Discussion was held on a privileged item.

#### 5.3. Hearing (Health & Safety Code § 32155)

*Subject Matter: Preliminary HFAP Survey Report*

Discussion was held on a privileged item.

#### 5.4. Hearing (Health & Safety Code § 32155) ♦

*Subject Matter: Medical Staff Credentials*

Discussion was held on a privileged item.

Open Session reconvened at 12:29 p.m.

**6. APPROVAL OF MINUTES OF: 01/22/2020**

Discussion was held.

**ACTION: Motion made by Judy Newland, seconded by Dr. Jeff Dodd, to approve the Truckee Surgery Center Minutes of January 22, 2020 as presented.**

**AYES: Weis, Newland, Dodd**

**Abstention: None**

**NAYS: None**

**Absent: None**

**7. ITEMS FOR BOARD ACTION**

**7.1. Appointments**

Truckee Surgery Center Board of Managers appointed the following positions: Medical Director, Radiology Director, Compliance Officer and Credentialing. Discussion was held.

**ACTION: Motion made by Dr. Jeff Dodd, seconded by Judy Newland, to appoint Dr. Jeffrey Dodd as Medical Director, Pete Stokich as Radiology Director, Courtney Leslie as Compliance Officer and authorize Courtney Leslie to sign credentialing documents.**

**AYES: Weis, Newland, Dodd**

**Abstention: None**

**NAYS: None**

**Absent: None**

**8. ITEMS FOR BOARD DISCUSSION**

**8.1. Financial Reports**

Truckee Surgery Center (TSC) Board of Managers reviewed the following financial reports:

**8.1.1. Q4 2019 Medbridge Report**

TSC did not operate April 2019 through September 2019.

Mr. Weis noted the Truckee Surgery Center reopened at different level of volume than before.

Ms. Betts added that Kelly is working to renegotiate managed care contracts with insurance plans. Ms. Leslie and Yvonne are working to provide costs.

**8.1.2. Balance Sheet – December 31, 2019**

Financials are calendar year.

Mr. Weis noted a net income loss of approximately \$302,000 for 2018 and \$806,000 loss for 2019. Assets are declining year over year.

Mr. Weis estimated the Health System's surgical volume will grow and need the additional two operating rooms at TSC.

Dr. Dodd added that providers did not know when surgery center was reopening and it took time to get scheduling caught up. Ms. Leslie has seen an increase in scheduling.

#### **8.1.3. Profit & Loss Statement – December 31, 2019**

Mr. Weis asked about cash flow funding. Ms. Betts did not have exact number at the time of meeting.

#### **8.2. Limited License Practitioner Qualifications**

Truckee Surgery Center Board of Managers reviewed and discussed qualifications for Limited License Practitioners (LLP) to complete history and physical for preoperative care.

Patients will be cleared by MD or DO prior to surgery and the LLP can do the update on the day of.

Privilege card wording needs to be updated. Standardized legal language needs to be used. Dorothy Piper and Medical Staff Services needs to get involved. Board of Managers recommended Ms. Leslie work with TFHD Medical Staff Services office.

#### **8.3. Future Provider Scheduling Update**

TSC Board of Managers received an update on future provider scheduling.

Ms. Leslie is working with Dr. Jeff Watson, on scheduling the first, third and fifth Friday of the month for ENT procedures. Plastics will come at a later day

Ms. Leslie is trying to schedule a lunch with Dr. Wainstein's office. Both beds work for urology procedures.

#### **8.4. Staffing Update**

Discussion was held on TSC staffing.

Surgical Tech has resigned. TSC will have to borrow from hospital in the meantime.

#### **8.5. Facility/Equipment Update**

Board of Managers received an update on facility and equipment needs.

Ms. Shebell believes TSC needs to have a code blue button installed in the operating room.

Karla Weeks submitted a Capital Expenditure Requests (CER) for a SonoSite, portable ultrasound. Ms. Betts emailed CEO for approval.

There will be a few more CERs that will come through but trying to see what can be delayed.

### **9. ITEMS FOR NEXT MEETING**

-Develop a budget per HFAP.

### **10. ADJOURN**

**Meeting adjourned at 12:53 p.m.**