



TRUCKEE SURGERY CENTER REGULAR MEETING OF THE BOARD OF MANAGERS

MINUTES

Monday, November 8, 2021 at 12:00 p.m.
Gateway Conference Room – Tahoe Forest Hospital District
10976 Donner Pass Road, Truckee, CA 96161

1. CALL TO ORDER

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

2. ROLL CALL

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

Staff in attendance: Courtney Leslie, Truckee Surgery Center (TSC) Administrator; Martina Rochefort, Clerk of the Board

Via phone: Crystal Betts (*cannot vote*), Karen Baffone, Jan Iida, Karla Weeks

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

Discussion item added.

4. INPUT – AUDIENCE

No public comment was received.

5. APPROVAL OF MINUTES OF: 09/08/2021

ACTION: Motion made by Dr. Jeffrey Dodd, seconded by Judy Newland, to approve the Truckee Surgery Center Board of Managers meeting minutes of September 8, 2021 as presented. Roll call vote taken.

Dodd – AYE

Betts – AYE

Weis – AYE

6. ITEMS FOR BOARD ACTION

6.1. Policy/Procedure Review

Truckee Surgery Center Board of Managers reviewed the following policies and procedures:

6.1.1. Education/License Reimbursement

TSC used the Tahoe Forest Health System (TFHS) policy on education and license reimbursement and trimmed it down.

Manager Judy Newland does not believe TFHS reimburses for licenses. Karen Baffone, Chief Nursing Officer (CNO), confirmed TFHS does not reimburse first nursing license.

TSC Board of Managers agreed to remove “License Reimbursement”.

6.1.2. Pneumatic Tourniquet

Necessary edits were made to Pneumatic Tourniquet policy.

ACTION: Motion made by Dr. Jeffrey Dodd, seconded by Judy Newland, to approve the policies as amended. Roll call vote taken.

Dodd – AYE

Betts – AYE

Weis – AYE

It was confirmed the policies are consistent with the TFHS policies.

ACTION: Motion made by Dr. Jeffrey Dodd, seconded by Judy Newland, to rescind the previous motion and approve the policies as originally presented. Roll call vote taken.

Dodd – AYE

Betts – AYE

Weis – AYE

7. ITEMS FOR BOARD DISCUSSION

7.1. Financial Reports

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

7.1.1. TSC Balance Sheet Q1 FY22

7.1.2. TSC Profit & Loss Q1 FY22

7.1.3. Medbridge Quarterly Report

7.1.4. Medbridge Quarterly Payer Aging Report

Additional funds were requested to cover payroll (payroll averages \$10,000-20,000 per month) and other expenses while waiting for Accounts Receivable to come in.

TSC did roll out HELP financial. Billing company is not very receptive to reaching out to older accounts. Medbridge is a few months behind on their follow up of aging accounts.

TSC Administrator reached out to two companies. SurgicalNotes would charge a 3.5% commission. They are willing to work older accounts but would charge 10% commission.

Manager Crystal Betts said we need AR outstanding by age and what bucket, is it still with the insurance company or self pay?

CNO noted Medbridge keeps stating they are within best practices and they are not collaborative.

Ms. Betts felt TSC should move forward with a different billing company. TSC Administrator had been researching new billing companies and sent Ms. Betts information last week.

Board of Managers discussed insurance contracting. Joint replacements are being denied at TSC. Ms. Betts has been chasing the insurance information for those being denied. Dr. Dodd stated other surgery centers had several additional contracts for joint replacements.

7.2. Facility/Equipment Update

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

Rental anesthesia machines are on site and in use.
Graft Freezer are on site. Grafts to be ordered for stocking.
Stryker Power- autoclavable batteries arrived.

TSC is looking to accommodate ENT scopes that could be borrowed. Ms. Newland and Ms. Baffone will discuss ENT offline.

Endo would require a new system. Sterile Processing would have to be expanded.

Dr. Dodd said ophthalmology would be another area that could operate at TSC. Equipment and storage is a hurdle. Ms. Newland said ENT is an opportunity for TSC and the contracting of orthopedics should be reviewed.

C-Arm image quality is not where it could be. Karla Weeks, Director of Surgical Services, said Diagnostic Imaging confirmed it is budgeted and approved to purchase another C-Arm for Tahoe Forest Hospital and the current C-Arm will be sold to Surgery Center.

7.3. Staffing Update

Truckee Surgery Center Board of Managers received an update on staffing.

Pre/post nurse is no longer with TSC. A part time position was posted. Per diem is currently covering but does not want to cover long term.

One per diem was hired and starts on November 3. Two interviews for part time are scheduled for November 2.

Nicky Davis, CST, gave resignation and will be per diem effective November 1. Part time position has been posted. Per diem surgical tech has begun employment and will cover Tuesday and Wednesday until a part time tech is hired.

Mr. Weis asked TSC Administrator to reach out to Human Resources for assistance with unfilled positions. Ms. Weeks sent a proposal to HR about increased wages for TSC.

Open Session recessed at 12:45 p.m.

8. CLOSED SESSION

8.1. Approval of Closed Session Minutes

09/08/2021

Discussion was held on a privileged item.

8.2. Hearing (Health & Safety Code § 32155)

Subject Matter: Third Quarter 2021 Infection Control Data Summary

Number of items: Four (4)

Discussion was held on a privileged item.

8.3. Hearing (Health & Safety Code § 32155)

Subject Matter: Third Quarter 2021 Quality Assurance Performance Improvement Data

Number of items: Five (5)

Discussion was held on a privileged item.

8.4. Hearing (Health & Safety Code § 32155)

Subject Matter: Medical Staff Credentials Report

Discussion was held on a privileged item.

7. REPORT OF ACTIONS TAKEN IN CLOSED SESSION

Items 8.1. and 8.4. were approved on 3-0 vote. Crystal Betts participated by phone and could not vote. There was no reportable action on item 8.2. and 8.3.

9. ITEMS FOR NEXT MEETING

-billing company

-contract and service line development

10. ADJOURN

Meeting adjourned at 12:50 p.m.