



**MINUTES FOR THE REGULAR MEETING OF THE NORTHERN NYE COUNTY
HOSPITAL DISTRICT BOARD OF TRUSTEES**

101 Radar Road, Tonopah, NV 89049

March 4, 2021

5:00 PM

#	SUBJECT	March 4, 2021
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Special Note: Any member of the public who is disabled and requires accommodation or assistance at this meeting is requested to notify the Northern Nye County Hospital District's Administrative Office at or call (775) 482-8191 prior to the meeting.

Speakers in attendance

Chairman Tim Gamble

Dr. Russell Pillers *Via Teleconference

Vice Chair Don Kaminski

Savanna Rucker *Via Teleconference

Secretary/Treasurer Nancy Maslach *Via Teleconference

Financial Liaison Jennifer Perry

Trustee Patty Winters

1. Pledge of Allegiance

-Pledge Recited-

2. GENERAL PUBLIC COMMENT (Three-minute time limit per person.) Action will not be taken on the matters considered during this period until specifically included on an agenda as an action item (first).

Dr. Russell Pillers: So I just thought I'd take this slot to let you know, at the County Commissioners meeting the other day, on the CARES Act funding request, there was still not approved, and it was officially up for a vote, but it got passed to next meeting, because the DA says they still have some legal concerns with it. And Mr. Blundo was not in favor of it. He seemed to think we were too late, you know, when we submitted the application. Which we weren't. But anyway, so it's just as an update, it's been pushed back to the next meeting. Commissioner Jabbour reached out to me, and he's arranging a call between Mr. Blundo and myself to see if I can help clear up any misconception. But just want to give you a heads up that it's still in process. And it's facing a little bit of an uphill battle at this point. But we're working on it.

Chairman Tim Gamble: Perfect, do me a favor and keep me up with that and I'll join that call for you and see if I can't help you out with that.

3. Approval of the Agenda for March 4, 2021.

Items 5 and 7 removed.

Vice Chair Don Kaminski: "I make a motion that we accept the agenda as presented with the changes."

Trustee Patty Browning: "I'll Second that motion."

Motion stands approved 4-0

4. Announcements (first)

Melissa Reid: I have some announcements from Karmen Greber. The Nevada Health Center is here in Tonopah with the Mamovan this week, today and Friday, and they will have a few more appointments available tomorrow. If anyone's interested in that I have their phone number. Also CNRC just passed the one year mark this week. So we just want to congratulate them because that falls on March 2. They are celebrating with a community-based coloring contest for the kids. And this contest will run this week and close on March 12. If anyone's interested in doing that, they have papers down at Raley's, the clinic, the post office and the town office. So just congrats to those guys. Number three, the district needs to determine a repair or replacement plan for the window mounted cooling unit at 149 Central street in preparation for the warmer months coming up. The unit at the place was removed by the current tenant and replaced with a borrowed temporary one which was smaller, and it will need to be removed shortly. The old EVAP cooler is safely stored on the premises, and it appears to only have a new motor and general seasonal maintenance. During an onsite walkthrough, and HVAC company from Reno states that a mini split or similar cooling unit cannot be installed in the house as we hoped, and the most efficient and economical approach will be to either buy a new one or repair the stored one and reinstall it.

5. For Possible Action – Emergency Items

-Removed-

6. Trustees'/Liaison Comments (This item limited topics/issues proposed for future workshops/agendas)

Savannah Rucker: "Nye County Comptroller. I am joining the meeting tonight from Pahrump and I wanted to call in and let the board know that I have a new addition to my office. It's actually a new position. And it is the accounting operations supervisor position. It is located up in Tonopah. And Jennifer Perry is the gal that works in this capacity. She lives in Tonopah. And she has a vested interest in the town as she grew up there. This new position is going to be providing the financial liaison function that I have not been able to provide to the Northern Nye County Hospital District Board, just due to sheer lack of time to be completely frank, you guys need more service than I've been able to provide. And I was thankful to be able to reorganize my office and add this position. And Jennifer is wonderful. She's wonderful to work with. She is on site up in Tonopah. And I wanted to introduce her to the board tonight and let you guys know that you have a contact in the Tonopah building that is available if you have questions. She will be attending the meetings in my place. And she will be able to help facilitate the business of the hospital district much better than I can. And Jennifer, if you're there, if you don't mind, stepping up to the podium and introducing yourself."

Jennifer Perry: “Hi, I’m Jennifer Perry. I know most of you but I’m very excited for my new role and to be able to work with you. I’m right down the hall. please reach out whenever you need me. I’ve had some correspondence with Nancy about reports that we’re working on to provide you and I’m more than happy to work with Melissa whenever she needs, to help train her and Eden and pull reports. And so whatever you need I’m right down the hall.”

Savannah Rucker: “I did want to let the board know we are working on the budget for all entities including the Northern Nye County Hospital district. We do have some deadlines that you may want to take note of the first deadline is the tentative budgets are due to the Department of Taxation by April 15. And the tentative budgets are not a an item that needs to be approved by the board. It's more of a workflow function to make sure that we have our spreadsheets up to date. Our formulas are good, we're pulling the right numbers. The numbers are reasonable and the Department of Taxation does that checks and balances with us. That said the budget that will come before the board is the final budget and I will do that presentation. I'll try to be up there in person but if not Jennifer will be on site available if you have questions before or after the meeting. The final budget needs to be approved between the third Monday in May and the final day of May. So that is between May 17 and may 31. And typically what I've done for other entities that we prepare budgets for as we like to have a budget workshop at some point between the tentative due date of April 15 and the final budget hearing in the end of May. So I did want to mention that I can coordinate that with Melissa and if you guys want set that date today, that's fine, we certainly can do that. Or if we need to agendize it, we can certainly do that as well. But some entities do like to have the final budget workshop just before the final budget hearing. So that is an option.”

May 20th set as tentative date for budget planning

Chairman Tim Gamble: “This request to do a workshop concerning our bylaws, as well as our employment policies and things like that. That's something that we're going to have to start thinking about doing. I want to get some get you guys to coordinate with Melissa to get a date skirt squared away. Even if we have to replace our regularly scheduled meeting, when we have these short ones like this, if we don't have anything for it, we can replace it. And just do it at night. So if you guys will coordinate with Melissa for dates that you're available, just in case, as the as we get a little closer. Also, we'll do something I want to I want to look at doing some more engagement amongst everybody. Which means if you guys have an area of interest, for instance, Don may have an area of interest of coordinating with our commissioners Jabbour and the Town of Tonopah and everything else, be a good idea for everything to kind of route through him for that particular thing. And you know, make sure that everything goes to right people. So when Melissa gets an email, she knows exactly who to send it to. So we can work on that too. So be thinking about that.”

GENERAL BUSINESS

7. **For Possible Action** – Discussion and deliberation of the minutes from the [January 07, 2021](#) regular meeting and minutes from the [June 11, 2020](#) Special Meeting.
-Removed-
8. **For Possible Action** – Approval of invoices for payment.

Trustee Patty Browning: "I'll make a motion to pay those bills."

Vice Chair Don Kaminski: "I'll second"

Motion stands approved 4-0

9. For Possible Action – Discussion and deliberation to accept, amend and accept, or deny the recommendation by Biowerx Consulting as to selection of firm to perform the 'Examined Financial Forecast' required by USDA.

Dr. Russell Pillers: "I'm excited to make it to this point to recommend the CPA firm to do our examine financial forecast. Real quick review. This is a key step that USDA requires and in the road towards submitting an application for potential funding support to build the hospital. The preliminary architectural review with one the community health assessment was another one and this is the next big one. So long story short the examined financial forecast is a very specific process that a CPA firm does, that looks at a mix of your revenue, the district's revenue, the demographics of the area, the potential revenue, based on patient load for the hospital, all of those things that and then they so it's kind of like an audit of the future is a way that you can kind of look at it. So it's a very specific thing, not just anybody can do it. So we had received three proposals, one from a company called BKD, another one from CM Johnson, I think is how you pronounce it. And the last one is from Wipfli. And again, all of the people that I was that I asked to submit proposals came from a list that USDA themselves had provided of entities that they had worked with in the past. Okay, so if you go on to slide four of my presentation, I'll go through these of the criteria that I, I looked at least the summary of them. And we'll go through those. So M Johnson, they laid out a cost of about \$60,000, which on the surface of it seemed palatable, but then they listed \$100 to \$400, an hour, additional cost on tasks to be determined as we went. So that made me very, very nervous in that even though the base was 60,000, I could see, by the time everything's all said and done, because of how complex this analysis is, that was kind of an unknown, there was really no way to scale how big that could be. They did not mention a scale I had asked for a time schedule. I have asked them all specifically to give me a sense of how long it would take them. Because we've heard a mix of anywhere from two months to eight months, somewhere in there of people predicting how long it could take. And then I looked at their experience with critical access hospitals, and CM Johnson was very low to medium, they really couldn't show a lot of experience with that. And that I had also asked each of the proposers to submit a phased approach that I explained to you folks before in that the first phase will just look at that bigger question, the most important question doesn't look like we can afford what we're trying to do. If they come back and tell us Yes, then we move into the second phase, to actually complete all of the documentation that USDA requires. And that was purely in an effort to help save you money. That if they come back and say, No, we don't believe you can afford it, which we're not anticipating but then that saves us the money. For the second part. Now, unfortunately, you CM Johnson did not lay out a phased approach at all. Okay. So then BKD, they're next. So they were \$32,500 for phase 1; \$22,500 for phase 2. And then they broke out, they fit a phase 3 of that \$25,000. So basically, they what they call 20. Phase One is working with us to understand their results from phase one.

Okay, so they, so they were total was \$80,000, which on the surface doesn't sound too bad. I mean, relatively compared to Wipfli. Their schedule they laid out was about 12 weeks, so 3 months. Unfortunately, their experience with critical access hospitals, like we're trying to do, was low. They did mention the phased approach. So that was a positive. Now Wipfli the last one here, they were 35k for phase 1, and 50k. For phase 2. They made it very simple. So a little bit more at \$85,000. Their schedule they laid out was they anticipated being done by the end of June. So obviously that depends on when we can get the contract placed with them. And there's a relatively significant burden on us to get them the documentation and the data they need to be able to do the analysis. So obviously, that schedule is based on everything going well. For them their experience, they had a huge list of all the critical access hospital projects they've been involved in, in this capacity, it was extremely impressive. And they did mention the two phase approach. So out of all of this, I can say that even in just my basic communication with Wipfli, getting their proposal, they've already given me guidance for free. And some advice that's helping with our path towards USDA. They mentioned, I had not heard this, but they mentioned that there's a specific form we need to fill out to disclose that we have a lobbyist working on our behalf. Okay, I didn't even know about that, they brought that up and said, Oh, you want to make sure you take care of this. So they're already being extremely helpful, even though they're not on contract yet. So based on all of that, and other analysis, that really was kind of too much to put in here, I recommend Wipfli. Now, again, they're a little bit more expensive, but I have quite a bit more confidence that

they will get us through this process, as painlessly as possible. Now, let me touch on real quick the requirements of USDA for this actual down select. So they typically like our RFP we're doing for the design build, there's lots of requirements, very specific requirements of what we have to do to keep USDA happy and prove that we're doing a fair and open competition. When I asked about the restrictions, or the guidelines for doing this selection of this vendor, for the project, they were much more basically they said just prove to us that you've had an open competition, you've received proposals, and that you compare them fairly, which I have all the data that I can do that. So I am in this one is a little different. So we're okay with USDA, for me to recommend to you, one of the vendors, which I'm doing here, and I can attest, I have no side benefit in picking Wipfli over the others, just picking the team that I think will work best for you. So if when you vote, if you agree with my recommendation, I will start the process with them to get their contract in place. And work with all of you to get that signed as as quickly as possible. So we can start this process up. So that is my presentation. If you have any questions."

Vice Chair Don Kaminski: "What other hurdles Are we going to hit that we have to take care of, from USDA?"

Dr. Russell Pillers: "Really what we're looking at is once we get the forecast done, get the design build team selected, and again, the specific timing of that is still in analysis. with USDA, I'm hoping to do as much of that in parallel as we can, that once we get that design build team, we will need to get that contract, you folks will pick the design build team based on their presentations that they will give you after so for phase two, phase three of the design build competition, then at that point, there will be a bit of effort, we will need to bring on a legal counsel specifically oriented in construction, and have them help us get a contract put in place with a design builder. And it in parallel with all of that that's when we'll do the application to USDA for the actual funding. So those are I think the biggest hurdles, at that point. So when there once we get the financing approved, we'll start construction, and we'll start going through the process of building a new hospital. So really as far as big boxes to check. The three big ones are the Health Needs Assessment, the Preliminary Architectural Review, and the Examine Financial Forecasts. I'm sure at some point, the USDA will want to look at the design and make sure it meets their general guidelines, which, obviously, the design builder will start from day one knowing that they're going to need to meet USDA guidelines. But I believe to answer your question, I think there's not really many more big ones, it's that the construction contract will be a big one, the application for the actual funding through USDA, that's the other big one. Keep in mind that we're, we're also looking at other avenues of funding to reduce the amount that you need to go to USDA for DOD is still a potential. Max is finding us other opportunities in DC that may be able to take some chunks out of that, let's say it's just on the outside, let's say it's 20 million, that we can start getting maybe a 5 million chunk here, another 3 million chunk here to where by the end, you only need to go to USDA for 12 million. So that's the answer to that question."

Chairman Tim Gamble: "Russell, what are the documents that we have to get these guys in short order, after we do a contract?"

Dr. Russell Pillers: "They will let us know, they will walk through it. The one thing I know right now is they would like to see five years of patient data before the hospital closed, that's going to be kind of the biggest historical information we may need to try to round up. Now. I don't know if Mr. easson may have some of that data. But it'll be things like demographics, a lot of it we already have, based on the health needs assessment and the preliminary architectural review. Both of those entities did quite a bit of demographics analysis to get us to where we are. But that historical data, I think, is one of the bigger ones. That's going to be a challenge. But in general, I'm not 100% sure everything they're gonna want. But they will walk us through it."

Chairman Tim Gamble: "Because I do know that a lot of those historical data files have actually been turned over and in the process of destroyed many other things that happens is the building was emptied and everything throughout the years."

Trustee Patty Browning: "I would like to make a motion that we allow Russell to go ahead with Wipfli."

Vice Chair Don Kaminski: "I'll second the motion."

Motion stands 4-0

- 10. No Action** – Update on the current status of District-sponsored Community Health Improvement Plan (CHIP) and review of any associated action items.

Melissa Reid: “At Emily's last meeting that she was here for she kind of passed this to me, it looks like it was last edited December 1, 2020. I haven't seen anything past that. And I'm wasn't quite sure until this week, what this even entitled. So I met with Margo, who is the one who put this together originally, I think back in 2019; on Tuesday, and she kind of ran me through what she did and where she left us. And then I met with Emily and Sam, who has just applied to be on the board. I met with them on Wednesday, and she went over where the board was at when she had left. And she kind of set me up to so that I can carry on with that. That being said, Margo did offer if the board was interested or if the board needed, that she would be interested in doing a mini contract of any type that we may need to continue this work. She said as soon as she can get a COVID shot, she'd be willing to come down here and help out with that. Or if we just have questions, we can give her a call. I just wanted to ask that if anyone was like the main lead on any of these stoplight reports or if you want to be a main lead on it if you'll get a hold of me so that maybe we can get started on some of these again. And then if the board has any you want me to specifically focus on if you'll let me know so that I can start with those because there's a lot.”

Vice Chair Don Kaminski: “Now this is in conjunction to while you're doing the minutes.”

Vice Chair Don Kaminski: “I think we should as a board, just review this and try to make recommendations and help Melissa with this.”

- 11. No Action** – Open Meeting Law review.

-No Open Meeting Law Review-

12. GENERAL PUBLIC COMMENT (second)

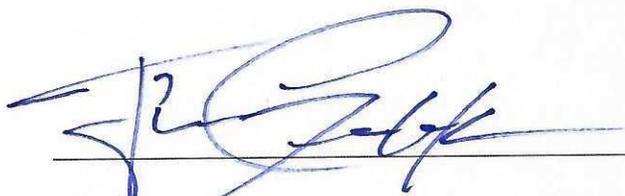
Melissa Reid: “I recently received an email from NyeCC; Jess, and he let me know that there's a grant writing micro training that's going to be happening on the 16th of March. If you guys want me to do that. I'm totally willing to, just let me know.”

13. ANNOUNCEMENTS (second)

14. ADJOURN

-Meeting Adjourned-

Approved this 15th day of April 2021



Chair

