



MINUTES OF THE NORTHERN NYE COUNTY HOSPITAL DISTRICT BOARD OF TRUSTEES

101 Radar Road, Tonopah, NV 89049

May 13, 2020

1:00 PM

May 13, 2020

Chairwoman Greber called the meeting to order at 1:00 p.m.

Present:

Chairwoman: Karmin Greber
Vice Chair: Emily Hendrickson
Secretary / Treasurer: Justin Zimmerman
Trustee: Don Kaminski
Trustee: Tim Gamble

Item #1, Pledge of Allegiance.

Led by Chairwoman Greber.

Chairman Greber

Okay. We'll be taking time to allow everyone that wants to join in via teleconference call in and be identified by our administrative secretary. This is for the public specifically. Please be patient with us as we get set up. All callers will be muted unless they are speaking on an agenda item. As a reminder, meetings will not be accessible from any physical location today. You can watch the meeting online at nyecounty.net or call into the teleconference line. There's a 35 second delay when watching the meeting online. If you wish to give public comment, or speak to an item, please call in close to the time the item will be heard. The telephone number is 1-503-300-6873 access code 587191. Please provide your first and last name when prompted. Press five star on your telephone keypad to notify administration that you wish to speak. You will remain muted until your name is called by the chair. Once unmuted, you will hear the 'line unmuted' prompt. If you have an item on the agenda, please call in at any point before your item is heard. If you are unmuted but there is a lot of background noise coming from your line, you will be placed on mute. Please mute TVs, radios, etc. If you get an error message regarding call capacity, please hang up, wait a few moments and try again. These instructions are captured in our agenda as well including the telephone number and access code.

Item #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).

Chairman Greber

Okay, without further ado, moving into our agenda today. Item number two general public comment. Three-minute time limit for person action will not be taken on the matters considered during this period until specifically included on an agenda as an action item first. Tiffany, do we have any public?

Tiffany Grigory

No public so far. We have Russell Pillers and Quennie Manual. And that's it.

Chairman Greber

Okay, so participating today is myself, Emily Hendrickson, Justin Zimmerman, Tim Gamble, Don Kaminski, our secretary Tiffany Gregory, and then Russell Pillers, and Quennie Manual, correct?

Tiffany Grigory

Correct.

Chairman Greber

Okay, hope I can do this the same way we did last time and not mess it up.

Item #3, For Possible Action - Approval of the Agenda for May 13, 2020.

Chairwoman Greber

Item number three, for possible action approval of the agenda for May 13 2020.

Secretary / Treasurer Zimmerman

Motion to approve the agenda with the exclusion of item five.

Vice Chair Hendrickson

This is Emily, I will second that motion.

Chairman Greber

Okay, I have a motion in a second. Any further comments from the Trustees? Call for the vote. All in favor? Don?

Trustee Kaminski

Aye.

Chairman Greber

Emily?

Vice Chair Hendrickson

Aye.

Chairman Greber

Justin?

Secretary / Treasurer Zimmerman

Aye.

Chairman Greber

Tim?

Trustee Gamble

Aye.

Chairman Greber

And I myself am in favor, agenda is approved. Thank you. Motion passed 5-0.

Item #4, Announcements (first)

Item number four announcements. First. I would like to make two announcements. Just as A matter of FYI for the Trustees based on some activities that have taken place at our property. First, I'd like to mention that we have tenants now our full-time physical therapist is now living in our residential property very happily. The only issues we're having our roots in the drainage. So, we've had our maintenance contract person has been able to go out with a snake and address the clean out areas in the drainage and it's working out fine. So, I wanted to let you know we have tenants and

we have had a couple service calls. Again, we haven't had to hire a plumber, or any professional services just send out a maintenance person from the Mizpah for them to address it and they've been able to settle everything with needed. Next, I also wanted to let you know that along these lines our maintenance technician that does our security walk around at the hospital campus and responds to calls there, has identified more than one homeless people or vagrants that have been living on the campus at various locations. One of these incidents, there was a small campfire identified as adjacent to the maintenance facility in an enclosed area someone concrete however, it was called into Nye County Sheriff's Office to record the presence of the fire. The vagrants were not there at that time. We had learned that they've been seen by our maintenance personnel. And also, the volunteer fire department was launched so they came out just to make sure there was no chance to fire beyond what the evidence already showed. So those kinds of activities are being addressed case by case. And definitely the authorities are being called when necessary. But I did want you to know, as Trustees, that we've had those types of activities. Any further announcements?

Trustee Kaminski

Karmin, Don, yes, one announcement. We just had our Town Board meeting and we have had vandalism, tagging, up at the park by the pool, and then another location in town and Nye County has been notified. So just a heads up.

Chairman Greber

Thank you, Don. Okay, moving on.

Item #5, For Possible Action – Emergency Items

Removed from the agenda.

Item #6, Trustees'/Liaison Comments (This item limited to topics/issues proposed for future workshops/agendas)

Chairman Greber

Item six Trustees, Liaison comments this item limited to topics and issues proposed for future workshops and agendas.

Trustee Kaminski

Karmin, Don again.

Chairman Greber

Yes?

Trustee Kaminski

I have one individual inquiring as to whether the Hospital District is going to get rid of that single-wide trailer that's in between the Station House and our property. So, I just thought I'd bring it up.

Chairman Greber

So, we could put that on to our next agenda? Is that what you're suggesting?

Trustee Kaminski

Yes. They wanted to know if it was going to be up for sale.

Chairman Greber

Sure. Okay.

Trustee Kaminski

That's it.

Chairman Greber

Okay, thank you, Don. I may reach out to you with an action item to see if you want to put an agenda item on for our next meeting.

Trustee Kaminski

Okay.

Chairman Greber

Actually, the agenda is closed already for the meeting next week, it'll be June.

Trustee Kaminski

No problem.

Chairman Greber

Thank you. Anyone else? Okay, moving into general business.

GENERAL BUSINESS

Item #7, For Possible Action – Discussion and deliberation to set the date, time and location for a Public Hearing on the Fiscal Year 2020-2021 tentative budget for the Northern Nye County Hospital District.

Chairman Greber

Item number seven for possible action, discussion and deliberation to set the date time and location for a public hearing on the fiscal year 2020 2021 tentative budget, for the Northern Nye County Hospital District.

Secretary / Treasurer Zimmerman

I motion to set that concurrent with our next regular meeting date, 6pm, Thursday, May 21st, in the chambers at 101 Radar Road.

Chairman Greber

Okay, I have a motion.

Trustee Gamble

This is Tim I'll second his motion.

Chairman Greber

Okay, I got a motion and a second. Any further discussion regarding setting the date time and location for the public hearing?

Trustee Kaminski

Karmin, it's Don again. My only question is, are we going to be able to be face to face during this or not?

Secretary / Treasurer Zimmerman

We can't answer that question. To my knowledge emergency directive 006 hasn't been repealed yet. So, to our knowledge, we can't be. If it is repealed prior to the meeting date, we could open it to the public but, with meeting posting requirements pursuant to OML it's been my recommendation, and is the same thing that the County is doing that all of our meetings for May just be via teleconference.

Trustee Kaminski

Okay.

Chairman Greber

Now Justin, May 21, date and time meets with the guidelines where we have to have this public meeting, right, we don't actually have the option to wait further than May 31st.

Secretary / Treasurer Zimmerman

Right. That's true. We can't have the public hearing before the third Monday in May. And it has to happen before the last day in May.

Chairman Greber

Okay. So, at this time I have a motion and a second. Do I have any further comments? Okay, I will call for the vote. Don?

Trustee Kaminski

Aye.

Chairman Greber

Emily?

Vice Chair Hendrickson

Aye.

Chairman Greber

Justin?

Secretary / Treasurer Zimmerman

Aye.

Chairman Greber

Tim?

Trustee Gamble

Aye.

Chairman Greber

I vote in favor as well. Motion carries, our public hearing related to the budget will be concurrent with our May regular meeting, which will be Thursday, May 21st 6pm in the chambers, right? Justin? Did I say that wrong?

Secretary / Treasurer Zimmerman

No, you got it right.

Item #8, For Possible Action – Discussion and deliberation to adopt, amend and adopt, or deny Northern Nye County Hospital Inventory Control Plan for the purpose of managing the inventory and consumable items remaining within every facility or storage area on the hospital campus located at 825 S. Main Street, Tonopah, Nevada; plan includes processes for cataloging, re-allocating, disposing, and case-by-case distribution requests made by Trustees, medical professionals, educators and/or other interested parties.

Chairman Greber

Okay. Moving on. Item Number eight, possible action, discussion and deliberation to adopt, amend and adopt or deny the Northern Nye County Hospital Inventory Control Plan for the purpose of managing the inventory and consumable items remaining within every facility or storage area on the hospital campus, located at 825 South Main Street Tonopah, Nevada. Plan includes processes for cataloging, reallocating disposing in case by case distribution requests made by trustees, medical professionals, educators and or other interested parties. I think we've talked this to death at our last meeting. It's returning to the agenda with modifications requested so I'm prepared to make a motion to adopt it as written.

Trustee Gamble

I have one thing that I saw when I was looking at the backup and it just occurred to me. Would it be prudent of us to have some sort of legal indemnification included in this policy that precludes us from, whenever you give out stuff, especially when it could be older, it seems to me it would be a good idea to have some type of written deal in this particular policy that says, 'We're not liable for damages incurred under misrepresentation or misuse of the items given.'

Chairman Greber

We actually have addressed that. Once this plan is adopted, it becomes a legal document supported and adopted by our agency. In item four, dot two it makes clarification all authorizations are quote 'as is with no representation of guarantee, warranty, replacement servicing, or any costs associated with receipt of the inventory requested and received. So that's one addressing it. I would have to further because there are others. Justin, because we did work this to death, do you remember where the other disclaimers are?

Secretary / Treasurer Zimmerman

I'm looking at it now in Section 5.2. We also have that nothing can be returned to work under any circumstances.

Chairman Greber

Justin, the one in the backup is not the current one. Item 5.3 is still in there. There is emergency support. Okay so I need to make reference to item 5.3 in the backup. All of that is that is stricken, that was never even part of the original draft from me quite a while ago. Can we just strike it? Does anybody want to jump on board? We've never talked about that.

Secretary / Treasurer Zimmerman

It can be stricken. It looks like, we went back and forth with several versions of this in between meetings. This isn't the original version. But it might have been an interim one.

Chairman Greber

This is not the right one. Okay, the one that we had from our last meeting was not this one. Well you do include our amendments on the recitals, you have the parcel number and we did get emergency support. Okay, let me focus in on Tim's request looking for indemnification on behalf of the board. Anyone else concur with that? Or are you comfortable with the provisions in the plans at this time? Tim, are you comfortable with the provisions that are in there now?

Trustee Gamble

My concern arises from the emergency support part mostly. So, somebody makes an emergency request, doesn't matter who it is, we give them a piece of equipment or anything that they may need without any real due research, that piece of equipment either malfunctions or they use it improperly because they weren't trained properly in it or any one of a number of issues, it seems to me there would be a liability on our part for providing that equipment.

Well, on the one hand I would like to mention, we're not going to be learning any medical equipment, we're not medical professionals there would be due diligence in ascertaining the viability of a piece of equipment before it was handed over, not knowing the capabilities of the receiver, or, you know, our knowledge of the equipment and medical grade equipment. Yeah, we will have had to evaluate before we would just say 'sure give it a try, plug it in and see what happens'.

Trustee Gamble

Here's what kind of brought this up because I was looking through my notes from the last meeting, and Don had mentioned something about the fire department asking for something called pappers or personal air respirators for a car fire. It occurred to me that those particular pieces of equipment are not appropriate for a car fire. So, if we were to provide them to a fire department and they were misused improperly, what type of liability would we have on ourselves for providing that equipment? It would make me feel better if at some point this was simply Tom to ask him about liability for providing equipment.

Chairman Greber

Okay, further thoughts.

Secretary / Treasurer Zimmerman

I think we could expand on that section a little with some indemnification language, but I am pretty comfortable with that line all acquisitions are as is no representation of guarantee. I think we could argue that in the case that someone misused it or the equipment malfunctions. We have that in there. I think we would be jeopardizing ourselves further to, you know, be assessing equipment and then saying, well, we think it's got a good bill of health, so here you go.

Trustee Kaminski

And this is Don, Tim, I apologize, I think I just use that responding to a car fire as an off the top of my head example. The people that would use these pappers or any other equipment need to be qualified in their use and know what the limitations are for it. Maybe we should state that when we give them the equipment and have them sign something saying they are qualified to use it.

Trustee Gamble

Yeah, maybe a receipt kind of thing like that, but I don't think that needs to be in the policy necessarily. It just has to be in our receipt that we give them or the thing that we ask them to sign saying that they took this equipment period. Maybe that would be like, I don't think it needs to be in the policy, but I think at some point it needs to be looked at. When we start talking about, well any equipment. It doesn't matter if it's medical grade or not. I think at some point you need to be looking at a liability.

Trustee Kaminski

Yeah, I agree.

Chairman Greber

Okay, well, considering specifically the emergency support, which is the only time there's going to be a temporary exception to the whole plan, the purpose of that item is to empower the chairman, the current board chairman, to act in a time of emergency upon request. And there is requirements in there that the notice and all the terms is going to be made to the board, you know, immediately upon making that decision, including tracking data, which is for the items who has it, when they're going to return it, who's going to be using it, what's the proposed use, etc, etc. What we could do, if everyone is comfortable with the as is causes which are, you know, embedded in the document, we could approve it and adopt it today, and we can run it by Tom afterwards. And if he cites any gaps, we can bring it back and address it at that time.

Trustee Gamble

Like I said, I just think it's something that we might need to double check on at a later date, I like the document itself as a whole. I just think that there's something that maybe we need to add later on, or have it ran by him, just to make sure that we're covering everything.

Chairman Greber

Sure. Emily, do you have any thoughts about that?

Vice Chair Hendrickson

Yeah, I always just feel more confident having things run by Tom, but I think we're pretty well covered in the language.

Chairman Greber

Justin?

Secretary / Treasurer Zimmerman

I agree. I mean, we can definitely have Tom look at it and give us his two cents. He's probably seen claims like we're describing before, so he might have a great recommendation for it. And I just wanted to add, I was digging through my emails here and I did send an email on 4/27 to Karmin and Tiffany, with the verbiage 'this version supersedes all others, please replace all prior versions.' And that does seem to be the version that we have here in our backup. I think this is the most current. Then looking at what was in the backup for last meeting that section 5.3 was present as well.

Chairman Greber

Okay, well, it's in there. I didn't expect it to remain, I put it in in my first my first pass through was a fear that a recipient of any you know, whether they bought it or whether you know, it was gifted by us, it was going to sit there and be underfoot. You know, any of the equipment, like the exercise equipment they never showed up to pick it up. And I was this was a thought crossed my mind when I was creating it to charge them for it. And then I remember asking guidance on is that even reasonable? And I thought the answer was like yeah, no, I don't think we probably should do that. So, I'll ask you guys what do you feel about it as written?

Secretary / Treasurer Zimmerman

Well I have mixed feelings and I'll tell you why. I like it because I agree with you if we've given someone something that needs to be gone out of our way and they need to come get it. On the same note, this is the kind of thing that I see us struggling to enforce and opting not to or you know, some Trustee will have a personal connection with the receiver of property, and want it waived, when in other instances we aren't. So, if we are going to leave it in there, we need to agree that it's uniform. It's universally applicable. And we're not going to be fighting about it later.

Chairman Greber

Yes, I think that what I felt, I do feel that needs to be picked up within a prescribed time. And it's their problem to pick

it up and we don't deliver, you know, nothing along those lines. It was the cost. If you put a price tag on it, then you have to be prepared for people to overrun that limit and incur costs. And then you have to begin collections, you have to start pursuing them to pay you no fees. And that sounded to me like a cumbersome duty could, you know, become. Someone as a babysit this and then we end up expending costs and pursuing legal for the sake of this, and we do have legal built into it in item number nine, which is just related to trustees, employees and contracted representatives. What do you guys think? What are your thoughts? I'd like to hear from the other trustees too.

Trustee Gamble

I agree with Justin. Just, but I also I also see your point that eventually at some point, it seems like we may, I agree that it should be uniform. But it seems like at some point, we may expend more money pursuing this policy, then what we would actually end up getting anyway. It seems like it would just be a, it seems like it would become a burden at some point.

Secretary / Treasurer Zimmerman

And it could be, you know, if our stance was, you're picking this up two days late, I need \$200 in hand, today before I unlock the door, to release the equipment to you. We shouldn't have a problem but if we're not prepared to take that stance then you're right, chasing someone down for \$100 if we require legal action Tom costs a lot more than that.

Chairman Greber

Don, do you have any thoughts on that?

Trustee Kaminski

I hope we never get into that situation. If we agree to give something to someone, we tell him here, you've got a week to pick it up, if you don't pick it up then we're assuming you're abandoning it, we're going to dump it.

Chairman Greber

And if you pay for it, we're not going to refund your money.

Trustee Kaminski

That's right.

Chairman Greber

What do you think Emily?

Vice Chair Hendrickson

That's kind of, I'm sort of on the same page with, well, everyone, I guess, I just see it being a big headache to try and track people down. But if you want it come get it, we're not going chase people down or go out of our way to try and you know, meet people at times that are outside of what we've agreed upon if they don't want it. Then yes, if they pay for it and they don't pick it up and they've, you know, given up the rights to it and forfeit their money, but I don't know how I feel about billing them for it.

Trustee Kaminski

Like Tim said, we're not in that business. We don't want to get into collections. We want to work on what we're supposed to be doing.

Chairman Greber

Okay. Sounds like item 5.3 awarded or purchase inventory shall not be delivered to recipient but shall be picked up within the prescribed time. Perhaps we change the second half of that item to somehow capturing if they don't pick it up, that they have forfeited rights to the items and the funds will be retained by the District.

Secretary / Treasurer Zimmerman

I think we can do that, 'awarded or purchased inventory shall not be delivered to recipients, but shall be picked up within the prescribed time, after which approved recipients shall forfeit any payment made to the district if inventory has not been collected.'

Chairman Greber

I'm writing very quickly, Justin, I hope you can say that again.

Secretary / Treasurer Zimmerman

I'll try. So we're leaving the first part the same, 'awarded to purchase inventory shall not be delivered to recipient, but shall be picked up within the prescribed time, after which approved recipients shall have forfeited any payment made to the district.' And then maybe we should say 'as well as any rights to the inventory awarded.'

Chairman Greber

And items will be placed back in inventory. That suit?

Secretary / Treasurer Zimmerman

I think so.

Chairman Greber

Yeah, there was a reason my brain was hurting when I was creating this thing and I got to that one and went, that's not going to fly. Okay, so currently we have 'awarded or purchase inventory shall not be delivered to the recipient but shall be picked up within the prescribed time after which approved recipients shall forfeit any payments made to the district and items will be placed back into inventory.' Does that read right?

Secretary / Treasurer Zimmerman

Yeah, I think that works. What does everyone else think

Trustee Kaminski

I like it.

Secretary / Treasurer Zimmerman

So, then I will amend my motion to include a revision to 5.3 as stated and pending legal review.

Trustee Kaminski

I'll second that motion.

Chairman Greber

Further discussion? Okay, I'll call for the vote. Don?

Trustee Kaminski

Aye.

Chairman Greber

Emily?

Vice Chair Hendrickson

Aye.

Chairman Greber

Justin?

Secretary / Treasurer Zimmerman

Aye.

Chairman Greber

Tim?

Trustee Gamble

Aye.

Chairman Greber

I myself will vote in favor. Okay. The Control Plan is adopted with stated revision and pending legal review. Thank you. Okay, moving on.

Item #9, For Possible Action – Discussion and deliberation to subscribe to Asset Panda for the purposes of managing the District's fixed assets.

Chairman Greber

Item number nine for possible action, discussion and deliberation to subscribe to Asset Panda for the purposes of managing the district's fixed assets.

Secretary / Treasurer Zimmerman

And this is something we talked about before too. The need for an inventory control system. And I think this is really everything that we need. There's no associated hardware, we'll need a computer printer, which we have to print the asset tags, which are just Avery labels. You download an app on your cell phone, that lets you scan the items. It's cloud based, we don't need a server, we won't be taking up any space on the County's hardware or needing to acquire any of our own. That cost is annual and is kind of tiered on a per asset level. So, we're paying significantly more per asset than the County is, but significantly less overall than they are as well. So, if we got into seriously tagging every asset, you know, we might see a decrease in the cost per asset. But I would recommend that this be more geared toward capital assets, things that are worth more than \$3,000 or had an initial purchase price of greater than \$3,000 and a usable life of more than three years.

Chairman Greber

Are there any limitations to what we can utilize this for? This is for everything that we call our own, if we want it to be,

Secretary / Treasurer Zimmerman

Yeah, I mean, you can create an asset for a chair in the lobby, you can create an asset for a building, you can do pretty much, certainly everything that is actually ours.

Chairman Greber

Can you do collections such as a tool kit, or, you know, a surface section that has maybe 35 tracked assets within it as a subset. Can you do that?

Secretary / Treasurer Zimmerman

I don't know, I haven't seen that.

Chairman Greber

It's immaterial. I know that in property control leases my company, there are toolkits and there are locations for them, whether they're in a vehicle or in an office. And it contains some consumable items, but also tracked min and high dollar items that are, you can, like, scan the barcode for the whole toolkit, rather than taking up and tracking down every single little piece I just wondered if that was possible.

Secretary / Treasurer Zimmerman

Right. Well, and I think that comes into play where we set our threshold. So, if we're focusing on capital assets in your example, I don't know that anything, you know, thinking typical handyman B&G worker toolkit, we might track the toolbox, but we wouldn't be tracking the screwdrivers inside, you know.

Chairman Greber

Okay. Again, it's a non-issue, just curious. Okay, any discussion or comments?

Trustee Gamble

I'd like to go ahead and make the motion that we subscribed to Asset Panda for the purposes of managing the district's fixed assets. And also like to include that we follow the recommendation of budgeting \$1,500.00 annually for this instead of just simply saying we'll pay the \$900 a year.

Secretary / Treasurer Zimmerman

Thank you, Tim. I'll second his motion.

Chairman Greber

Okay, thank you. We have a motion and a second. Any further comments? Okay, I'll call for the vote. Don?

Trustee Kaminski
Aye.

Chairman Greber
Emily?

Vice Chair Hendrickson
Aye.

Chairman Greber
Justin?

Secretary / Treasurer Zimmerman
Aye.

Chairman Greber
Tim?

Trustee Gamble
Aye.

Chairman Greber
I myself am in favor as well. Motion passes. 5/0. Thank you. Tiffany, did I hear Tom? Like, has someone called in or something changed with our setup?

Tiffany Grigory
I'm not sure what happened but everybody's still here and nobody has joined.

Chairman Greber
Okay. Very good.

Item #10, For Possible Action – Discussion and deliberation to assess the condition and utility of Zoll defibrillators/monitors owned by the District, determine if they require calibration and if they can be used at the medical campus or if they should be liquidated.

Chairman Greber
Okay, moving on. Item number ten, for possible action, discussion and deliberation to assess the condition and utility of ZOLL defibrillators/monitors owned by the District, determine if they require calibration and if they can be used at the medical campus or if they should be liquidated. Tim, this is your agenda item.

Trustee Gamble
Yep, sorry, I was trying to close windows and get my new button. So, after last month's meeting discussion after the purchase of a ZOLL defibrillator, I went do some research, when I originally crafted this up, I was under the impression that those defibrillators would actually be able to be recalibrated to use. That was actually proven wrong as the FDA in just the last few months has come out with an approved defibrillator list, which ours are not on. And as of February 6, all of the all of the series and models that we have the M series and the E series will no longer be supported by a manufacturer or third-party accessory maker after this. So, let me let me give you what my recommendation would be for this would be that we determine how to dispose of the particular defibrillator so that they're not potentially used in the future. And secondly, I'd recommend that we remove all peripheral accessories, cables, batteries and anything else that that may be on them and turn them over to Nye County EMS volunteers. As they may still actually be using this equipment and may not have access to the accessories until they can purchase new ones.

Chairman Greber
Okay, any discussion about that?

Secretary / Treasurer Zimmerman
Well, I have a question. Would Nye EMS volunteers be using them in life saving instances or just for training

purposes.

Trustee Gamble

That would really be up to their determination to be honest with you. The accessories are still, here's why I make the recommendation, the way I do; that the actual monitors themselves are not supported are no longer being sold anywhere. You can't buy these monitors, they're not FDA approved. As of the 6th, you can no longer buy the accessories. So, my recommendation is that we turn over the accessories while they can still purchase them elsewhere as a gift, and while they're still allowed to be purchased, what they do with them beyond the February 6 deadline would be their issue.

Secretary / Treasurer Zimmerman

Okay, so then the only other bit of feedback I have is initially and Queenie is on the line so she can correct me if I say anything wrong here. But initially, I believe Kaniela reviewed our defibrillators in the hospital and said we ought not use them because there are new models that use electrodes instead of the paddles. And that's what we agreed to purchase at the last meeting was one new defibrillator with electrodes. But on a second pass with a different provider of the CNRC, it was noted that at least two of the ones we saw he felt could be put to use as backups, or in the event that we needed two at the same time. So, I would kind of recommend that we hang on to them and put them to CNRC's use.

Trustee Gamble

So those models are no longer approved by the FDA for use. Okay, they are done. They cannot be used.

Secretary / Treasurer Zimmerman

Okay. So, then Nye EMS will not be able to use them in the provision of Health Care Services either, right?

Trustee Gamble

At least up until the up until they need to get as far as I understand from the ZOLL representative that I spoke to, up until the time when they need the next recalibration, which is I don't know about how often they have this recalibrating. But once they are, once they're out of service, they're of service. Okay? They can't be they're no longer within the realm of usability. My idea, my option, my thinking is to simply extend the accessories, for instance, the ECG wires, or the pulse oxes. that will that will plug into them because you can still buy those until February 6. After February 6, they're no longer supported. But we're not going to be able to get them recalibrated or anything, at least according to the ZOLL representative. Okay.

Trustee Kaminski

Hey, Tim. This is Don. Okay, Tim, is there any possibility that we turn those any kind of credit from ZOLL?

Trustee Gamble

No. Before if you were purchasing a new one, when I when I talked to Katherine, she told me she was getting for the ones that Nye EMS she would have gave us a \$500 or a \$300 credit depending on which models, but as of now, because they're no longer, the FDA has come out with their guidelines, if you will, they're no longer of value to anybody. There was there used to be a large market for the refurbishing of some of these because they were cheaper. You could buy these for about \$2,000 refurbished, but now that they're they've made this lift, there's nothing that anybody's going to be able to do with them. They might be able to build a training maybe but it's really kind of one of those things.

Trustee Kaminski

Okay, just to question.

Chairman Greber

Well, can you keep mentioning February that's February 2021?

Trustee Gamble

That is February 6, there's when the accessories themselves are no longer supported.

Chairman Greber

2020 or 2021?

Trustee Gamble

Yes.

Chairman Greber

Which?

Trustee Gamble

So they'll be able to purchase for instance cables up until February 6th.

Chairman Greber

Of next year?

Trustee Gamble

Yeah.

Chairman Greber

Yeah. Okay. Well, my first thought is, with all due respect you and the ZOLL representatives are not medical professionals. They're a salesperson, you're a user you know at the end, but to fully evaluate what we have. So fully to evaluate these properly needs a certified technician, I understand that the guidelines that you're putting forth, and I appreciate that. But if we're talking about serviceability, potentially through this time next year, almost next February, I would err on the side. I would err on the side of holding them in our possession until a technician from someone you know, gives us the final word on it or if CNRC does know something we don't know. But it is there is a viable use for that at our particular facility.

Trustee Gamble

So, I'm not talking about serviceability I'm talking about they are done for, the FDA says no longer can you put these into new use. Every different defibrillator requires a certification for use. They emailed everybody who originally purchased these I do not know if they put for instance ZOLL has emailed everybody who originally purchased these. Whether or not you got these with a refurbished manufacturer or not with that refurbished manufacturer had sent out an email I do not know. They are no longer certified for use, for new use at all; that they just there is no refurbishing them to put them into new use. It is against FDA policy.

Chairman Greber

Okay, then why is there parts available through next February?

Trustee Gamble

Because the FDA does not just put a stop on them. They are they're phased out programs. That's just the way this is the way the federal government works most of the time they phase stuff out they don't just put an end date. So no longer they put these monitors in for new use. And you will be able to buy support products for them through February. But you're not able to put these into new use.

Chairman Greber

So, then you still have a scenario where if providers at CNRC want to consider them as backup, they can do so. According to the information that you have.

Trustee Gamble

No because that would be putting them into new use. They haven't been touched and what, five years? It's been at least five years. They need to be serviced, which is not supported. And then they would need to be certified for new use and that's not what the FDA is allowing to happen anymore.

Secretary/ Treasurer Zimmerman

So, I'm sorry that you have to go over this 3 million times but I'm, it's just not sticking in my mind. If there is no value to CNRC to keep them I don't understand why Nye EMS would have any.

Trustee Gamble

So, the defibrillators need to be disposed of. They're done. It's the accessories the cables that break on a call here or there, add something to their something that they can still use that we have locally. For instance, you have a pulse ox, which is the thing that goes on the end of your finger. It gets broken on a call, and it takes them two or three weeks to

get new one here. They're about \$495 brand new. Instead of them having to do that we can add to their backup supply these particular cables and which are generally universal amongst the ZOLL series anyway, but we can add to their backup supply of these cables so they're not waiting that two or three weeks to get a new one.

Secretary / Treasurer Zimmerman

Okay, so the value to Nye EMS is in the accessory and it's value CNRC would not see because they don't have this model of defibrillator.

Trustee Gamble

It remains to be seen I, to be honest, they don't know how I don't know the cross compatibility of the X series. Or I'm sorry, the R Series rather than the purchase, and the Massimo pulse oxes that are generally used. But the value I think would probably be relatively small in terms of if it actually is compatible, whereas I know that Nye County EMS uses the E series and the M series that we have in our hospital.

Chairman Greber

Let's re-read the action that you've requested, Tim, because I don't think it captures what you're trying to do. To assess the condition and utility of the defibrillator monitors owned by the district. Not the new one, but in our inventory, okay, categories inventory, determine if they are if they require calibration, and if they can be used at the medical campus, or if they should be liquidated. So, we are in no position to really assess the condition of the defibrillator. We would have to validate, you know what you're telling us and then to determine if they require calibration, we can't make that determination either. It's not, you know, representatives or technicians of the company, and if they can be at the hospital, at the medical campus, which we have some guidance that the CNRC is interested in considering them. They were, you know, in through their attention one of the providers in particular, who's assessing what's there, and what can be used straight over to the hospital or to the clinic, I'm sorry, the urgent care or if they should be liquidated. So it sounds like that we would have to revisit this, either way we slice it. What are your other thoughts Trustees?

Secretary / Treasurer Zimmerman

One thing that I want to add is it's very important to me and as established in inventory control policy that any item of value really be put to use with an entity that we're subsidizing thereby offsetting our costs as well. So, I want to be certain that there's no value CNRC can derive from this equipment before we look at giving it to an outside party. On the same token, we do know now through working with the CNRC, the exorbitant costs of having equipment assessed. So that is something to consider too. I don't know. It's really not seeming like it would be cost effective to first, having certain equipment, you know, assessed in a piecemeal way like this if we decided to have a company come up all at once and do the whole suite, and it's still a significant cost. But doing it piecemeal like this would not, I would not advise.

Chairman Greber

We read a, we got a quote, or Quennie provided data from a quote that she received when we requested exactly this thing. What will it take to have certified professionals assess our equipment, there's a ton of equipment in there and it shouldn't be assumed that you know, the cost was exorbitant. The travel alone was \$3,000. And all together I think the total ticket for the items that we were able to capture photographs of was a little over \$13,000 for a three day, you know, extravaganza inside our hospital to assess everything.

Secretary / Treasurer Zimmerman

That was literally just for the assessment. That cost didn't include any calibration that might have been determined to be required from the assessor.

Chairman Greber

Further discussion? Okay, so, do we have I'm not sure if we have reached consensus on that somebody interject if you feel that we have, and I would entertain a motion? Or if you feel we should revisit this at our next? I don't think we'll have time to get it on. Justin, can we get it on a regular meeting to revisit? Or will it have to be the one in June?

Secretary / Treasurer Zimmerman

We, I would recommend June. The turnaround on this would have to be something that historically has never happened.

Chairman Greber

Okay, well, that's a that's just my input. This discussion is still open. Any other input? Okay, I guess then, Tim, would

you would you be comfortable tabling it? Or would you like to present a new inventory a new agenda item for the June meeting.

Trustee Gamble

Let's table it and that way I can attach this letter from the FDA. And I think that'll just clear everything up. I'll get a, because I just received this. Everything between the time that I filed that and now where I was actually able to get it to open up and I got the letter from the FDA. We'll table it until then.

Chairman Greber

Thank you, Tim. Okay, any other discussion trustees? Okay. We will revisit item 10 in our next available regular meeting, which will be in June. Thank you, Tim, for the research and for your expertise that you provided on this. I appreciate it. Okay, moving on.

Item #11, For Possible Action – Discussion and deliberation on the disposal of seven full sized box spring and mattress sets as well as any miscellaneous bedding and pillows located within the hospital building at the Medical Campus at 825 S. Main Street in Tonopah, Nevada.

Chairman Greber

Item number 11 for possible action, discussion and deliberation on the disposal of seven full sized box spring and mattress sets as well as any miscellaneous bedding and pillows located within the hospital building at the medical campus at 825 South Main Street in Tonopah, Nevada.

Secretary / Treasurer Zimmerman

And this came up just because we've been spending so much time in the hospital facility lately and are wanting to get it cleaned up. I think it's safe to say that I would assume we're all on the same page that items like this mattresses and bedding that have ever served in a healthcare related capacity, but let alone been in abandoned building for five years, we could probably consider trash; and does anybody have any contradictory opinions?

Chairman Greber

No, I'm all for it.

Vice Chair Hendrickson

I fully agree, Justin, I'm just wondering if there's something sort of like inventory control where we give the chairperson kind of the authority over stuff like this just, are we going to have to review, kind of, quote, obvious trash items every time we want to get rid of them, or can we get some authorities and wiggle room there?

Secretary / Treasurer Zimmerman

I kind of like that idea.

Chairman Greber

I'm comfortable with that. And actually, that is contained in our next agenda item is specifically about that because you're right, there's a lot of stuff that is not going to be safe to give to anybody else or appropriate to give to anybody else and should be determined, you know, rubbish needs to be disposed of and in a timely manner right now. The time well we'll visit that in the next agenda item. Don, Tim, any thoughts?

Trustee Kaminski

To get rid of the mattresses, you need a motion for that?

Secretary / Treasurer Zimmerman

I would yeah, I think today we'll handle this with a motion and then we can see where the next item goes.

Trustee Kaminski

I'm good with making a motion to dispose of all the seven full size box springs and mattresses, as well as any miscellaneous bedding and pillows located within the hospital building at the medical campus at 825 South Main Street in Tonopah, Nevada as presented.

Vice Chair Hendrickson

I'll second.

Chairman Greber

Okay, I have a motion and a second. Any further comments?

Secretary / Treasurer Zimmerman

I just want to say we've already made arrangements with public works as well. They won't be charging any landfill fees.

Chairman Greber

All right. Cool. Appreciate it. And thank you for your hard work on this, Justin, really, I know how much time we've been spending there. Okay, I'm going to call for the vote. Don?

Trustee Kaminski

Aye.

Chairman Greber

Emily?

Vice Chair Hendrickson

Aye.

Chairman Greber

Justin?

Secretary / Treasurer Zimmerman

Aye.

Chairman Greber

Tim?

Trustee Gamble

Aye.

Chairman Greber

And I myself am in favor. Motion passes five zero. Thank you.

Item #12, For Possible Action – Discussion and deliberation to engage and complete campus-wide assessment and purge of: 1) Obsolete and unsupportable non-medical equipment including but not limited to administrative computer equipment and associated hardware; 2) Non-medical documents and correspondence currently housed in various desks, shelves and filing cabinets in all campus structures; and 3) Empower Chairman Greber to execute evaluation, resulting in either storage on campus or disposal/destruction in accordance with all applicable laws and regulations.

Okay, item number 12 possible action, discussion and deliberation to engage and complete campus wide assessment and purge of first, obsolete and unsupportable non-medical equipment including but not limited to administrative computer equipment and associated hardware. Second, non-medical documents and correspondents currently housed currently housed in various staff, shelves and filing cabinets in all campus structures. And third, empower Chairman Greber to execute evaluation resulting in either storage on campus for disposal slash destruction in accordance with all applicable laws and regulations. Okay, this is my agenda item. I don't know, when exactly. I think it was the day after our last meeting, or maybe before when it became very clear that, as we all know, there is literally truckloads of non-medical equipment and documents in that facility in the whole campus that needs to be addressed. The first, the first significant effort has been undertaken for an IT pre-sweep. We reached out to a local subject matter expert. It's actually what he does for his career. And since he happened to be on limited work schedule due to COVID-19 he was available and he was willing to apply his knowledge and his volunteer time to give back to the hospital district to do his part is how he felt he should be volunteering to help. So, he, with the aid of my husband Kirk has been sorting through the myriad of IT equipment cables and connectors and, you know, UPS, unit printers, scanners, everything computers, you know, hard drives servers are really, really extensive. And again, this has just been an evaluation to one of them looks like all the data on the back of the machine. One of them is on the laptop finding out if that is supportable or not. Some.

of its obviously old and obsolete and not supported. But there is a good percentage that will still be viable for us to put into use, if we so choose or if our new operator would like to use. So that was the first sweep that needed a trained, skilled eye. And no destruction of property has been taken place yet it's only been the sorting because as I'm sure you are probably all aware, everything was literally left where it still is when they closed up shop five years ago and then the various iterations of telehealth so on and so forth. It's all just left right where they, where they have it. So they have consolidated they've sorted they have created a spreadsheet that they're going to be able to present when they've completed after we have decided if we can go ahead and make the decision to dispose of the items that are deemed obsolete. Tracked with the serial numbers on the item. We had a consultation with Tom with our lawyer to ensure that we understood the laws and regulations as far as proper disposal of anything with essentially personal health information or PHI on it. There's a protocol in place with a government contractor that our expert knows all that. It entails removing the hard drive removing the any battery is a power source. Checking for any media in the drive, CD, DVD, one of those, I don't remember what it was, but it's a it's a four stage step that you literally destroy any potential and that's something that the data on that hard drive is removed from the case. And there were a lot of towers that were in the hospital proper, and also in the medical or the maintenance building that have all been consolidated and identified as unsupported, simply needs to be destroyed. So, it captured that on the spreadsheet. Tons of high-volume printers, high volume fax, I mean the copier units, the whole stash. So, there's a lot of incidental things such as monitors, standalone monitors, keyboards, you know, mice, all those kinds of random effects are still usable depending on what we end up doing in the future. So, that initiative, and then concurrent, I also talked to Tom about all of these piles of papers, just business related papers, check log inspection sheets, you know, sign in log, that any business accumulates, and more so with a large, well it's a small hospital but it's big enough every single department from the kitchens the laboratory to the ER has files full of just non patient related documents. So we got clarification from him proper disposal and most of it can go to the landfill basically, and anything with PHI just needs to be addressed differently captured and addressed and so I've undertaken that myself. Getting on my gloves and masks and everything else and go in there and just empty all the cabinets, and do the drawers, strip the bulletin boards, begin to move all of that paper. Lots of Nye Regional policies and procedures binders, that caliber, magazines, all kinds of things. So anyways, that's ready for actual disposal. And then this additional effort to segregate anything with personal health information in it, the recommendation of the lawyer is to turn it back over to the people who owned it previously, which was Nye County. So, my recommendation was those safeguards, it's quite small, they already distributed all of the medical records in places with their requirements. So, this is just kind of a courtesy to say, here's more stragglers we came across as we're emptying out this building, and, you know, do with it as you want. It's less than two boxes of stuff. So anyway, we have rows of garbage bags beginning to line the hallways with these types of documents. We have a hallway full of fabricated IT equipment, the reusable mundane stuff. And then there are some several items that are going to be in the IT rooms that are going to be a value to us down the road and we are recommending using, another building on campus that is a big triple-wide closest to the Department Transportation yard as a storage location, it is suitably weather tight, it is secure. And unless we have, you know, a lot of rain, it should be, it should be a safe place for things that don't really need the climate control necessarily. So that's, that's where we are, this is all non-medical. And I guess I'm volunteering my service to lead this evaluation and assessment and then be able to instruct whoever I have lined up with a truck to say please take these to the landfill or these need to go in accordance with the laws that are lawyers provide, etc. You know handed to somebody else or shred it or dispose stuff like the hard drives in a very distinct manner. So, I'm asking if the Board is comfortable with me following through to get this cleanup of just the overall facility, get things moved into storage that we consider useful.

Trustee Kaminski

I'm good with it.

Secretary / Treasurer Zimmerman

I agree. And most importantly, there was no talk of this costing us anything. So, I'm very on board.

Vice Chair Hendrickson

I agree and thank you Karmin and Kirk, and everyone pushing for your time. That's a huge undertaking. So thank you.

Chairman Greber

Okay, it's working out well, and it's actually kind of satisfying to throw things away. Okay, Tim, do you have any comments?

Trustee Gamble

No, I don't.

Chairman Greber

Okay. I have been in touch with Tom about weekly about this just to ensure if I come across anything questionable, I made sure that I have his guidance. And I have involved Justin since he's the one who gives me access to the hospital. He controls the team. He has been involved in those conversations as well. So, we have, we have all of it in our email and definitely doing our part to make sure that it's not arbitrary.

Secretary / Treasurer Zimmerman

I'm very good with it and it needs to happen. So I will make a motion to engage and complete the campus wide assessment and purge of obsolete and unsupportable non-medical equipment as stated of non-medical documents and correspondence as stated and to empower Chairman Greber to execute the evaluation.

Trustee Kaminski

I'll second the motion.

Chairman Greber

Okay, we have a motion and a second. Any further discussion? Call for the vote. Don?

Trustee Kaminski

Aye.

Chairman Greber

Emily?

Vice Chair Hendrickson

Aye.

Chairman Greber

Justin?

Secretary / Treasurer Zimmerman

Aye.

Chairman Greber

Tim?

Trustee Gamble

Aye.

Chairman Greber

And I, myself vote in favor. Okay, motion passes five to zero. Thank you. Now the motion has passed. There's going to be movements you will see just as an after comment. Desks, shelves, filing cabinets, big stuff. So, we're going, you will see myself and whoever we delegate to start moving things from the hospital into the storage area. And that will be, you know, a lot of time as we can, as we can arrange labor force. We need to be careful that not more than two of us are on scene at the same time. And just when you see, or people report to you things are being taken from the hospital. This is, this is what I'm doing. So, nothing's going to be taken outside of these activities. This will be what you see or hear about.

Secretary / Treasurer Zimmerman

And this ties hand in hand with the fixed asset inventory. As we move things, we'll be developing a list we've talked about, you know, the lobby chairs, for example. I don't think those need to go into Asset Panda, but we can keep the spreadsheet on the side for things that have lower value, so we can still have a list.

Chairman Greber

Good catch. Thank you, Justin.

Item #13, General Public Comment (second)

Chairman Greber

Okay, moving on to item number 13. general public comment. Do we have any public, Tiffany?

Tiffany Grigory

Nope. Just Quennie and Russell.

Chairman Greber

Any comment from you, Quennie or Russell?

Quennie Manuel

None for me.

Chairman Greber

Okay.

Item #14, Announcements (second)

Chairman Greber

Moving on to item 14 announcement second.

Trustee Gamble

Not an announcement, but it's a quick question. Your disposal of the box springs and mattresses. Do you have somebody to do that already?

Chairman Greber

I do not, yet.

Trustee Kaminski

I'm available Friday morning with a truck from the trailer if you want me just somebody to help put them on the trailer and I'll take the dump.

Chairman Greber

Are you talking Friday morning in two days?

Trustee Kaminski

Yes.

Chairman Greber

That's spectacular, I'll take you up on that.

Trustee Kaminski

You just tell me the time and I'll be over there.

Chairman Greber

Did I hear you say something as well, Justin?

Secretary / Treasurer Zimmerman

Yeah, I said I can meet him there and help load and whatever if that works.

Chairman Greber

Okay, then we'll figure the time offline and those will go away on Friday. That's wonderful. Thank you, Don. I appreciate it.

Trustee Kaminski

You're welcome.

Chairman Greber

Okay, any further announcements? Moving on.

Item #15, Adjourn.

Meeting adjourned.

Approved this 18th day of June 2020.

A handwritten signature in blue ink, appearing to read "H. Greber", written over a horizontal line.

Chair