**William Bee Ririe Critical Access Hospital**

**William Bee Ririe Critical Access Hospital**

**WBRH Conference Room**

**1500 Avenue H, Ely, Nevada 89301**

**Regular Board of Trustees Meeting Minutes**

This was a duly noticed Regular Board of Trustees Meeting of the White Pine County Hospital District Board of Trustees held Monday, August 25, 2025, at 5:00 p.m.

**TRUSTEE’S PRESENT** **STAFF PRESENT**

|  |  |
| --- | --- |
| Dr. Mike Mugosa – Chairman  Todd Wilkin – Vice Chairman  Crystal Caviglia – Secretary  Laurie Carson – Trustee  Kim Cunningham – Trustee  Brigette Saltarelli – Trustee  **TRUSTEES ARE NOT PRESENT**  N/A  **GUESTS PRESENT**  Shawna Jensen  Pat Robinson | Matthew Walker – Chief Executive Officer  McKinzie Hilton – Attorney  Edwin Szewczyk – Chief Financial Officer  Joann Musinski – Admin. Asst./Risk Manager  Pam Adzima – Chief Nursing Officer |
| Attached hereto is the sign-in sheet, and by reference, incorporated herein. | |

**Regular Board of Trustees Meeting**

**August 25, 2025**

**Page 2**

**WHITE PINE COUNTY HOSPITAL DISTRICT**

**Regular Board of Trustees Meeting**

1. **Call to Order**

Chairman Dr. Mike Mugosa called the White Pine County Hospital District Board of Trustees Regular Meeting to order on Monday, August 25, 2025, at 5:00 p.m.

1. **Roll Call**

Chairman Dr. Mike Mugosa noted the sign-in sheet, reminding everyone to sign in.

**3. Public Comment:** Comments *not exceeding five (5) minutes in length will be accepted from the general public in attendance. If any are made, there may be discussion upon these comments. No vote, decision, or action may be taken upon matters raised under this item until it is formally placed on the agenda as an action item.* ***Comments during Discussion Items will not be******accepted from the General public. “****Section 7.05, of the Nevada Open Meeting Law Manual indicates that the Public Body may prohibit comment if the content of the comments is a topic that is not relevant to or within the authority of the Public Body or if the content of the comments is willfully disruptive of the meeting by being irrelevant, repetitious, slanderous, offensive, inflammatory, irrational or amounting to personal attacks or interfering with the rights of other speakers”.*

**Chairman Dr. Mike Mugosa asked for public comment**.

**Guest, Pat Robinson, commented:** “Pat Robinson, County Commission, and I have a compliment to give the clinic and the hospital. I came today for an appointment. It was at 10:10. I was taken promptly, and it was with Dr. Pratt. And then he gave me a choice of whether I could have bloodwork and an X-ray done. So, I walked over to the hospital side. I could not believe it. My appointment was at 10:10. I actually got out of here by 11:40 am. I was sitting in my vehicle, backing out. X-rays were taken, and blood was drawn. There were a lot of people who were in the waiting room where the lab is. So, I mean, kudos. I couldn't believe it. And everybody was so nice and so polite. I was very, very impressed. I couldn’t wait to come tonight and let the Board know.”

**4. Approval and reading of the minutes of the last regular meeting and of any special meetings, which may have been held since the last Regular meeting.**

1. **Board of Trustees Regular Meeting – July 28, 2025**

Chairman Dr. Mike Mugosa entertained a motion to approve the Board of Trustees' Meeting minutes for July 28, 2025.

**MOTION:** Secretary Crystal Caviglia moved to approve the minutes for the Board of Trustees Meeting for July 28, 2025; the motion was seconded by Trustee Laurie Carson and carried unanimously.

**UNFINISHED BUSINESS**

1. **Discussion Only:** Enterprise Safety & Risk Management & Quality Assurance – **Matt Walker, CEO**
   * **Enterprise Safety and Risk Management:**
     + **Generator –** We have received notice that they are in the process of building it. It will be shipped out toward mid- end of September. They didn't have an exact date, but they said certainly by the end of September. Then they plan on getting a crew to figure out

**Regular Board of Trustees Meeting**

**August 25, 2025**

**Page 3**

when the decommissioning of our current one and theninstall the new one. But they are hoping for some time before the end of October. I will let you know once I get some actual, detailed dates.

* **OSHA** – They gave us our exit interview. They let us know that there were two findings they cited us for, one was that we didn’t have a written policy for a respiratory plan. So, we do have a respiratory plan, and we just did not have it in writing, and we showed her all that information, but she said it still needs to be in writing. So, we wrote the plan, and we gave it to her while she was still here, and she said, “That’s perfect, that works, but I’m still going to cite you on it because you didn’t have it”. The second one that we got written up was that there were four missing statements in our safety plan. There’s nothing that specifically states that the Board of the hospital oversees the safety plan. They wanted specific language, so there are just four very minor things that they wanted us to have written. We are getting that corrected and turned in. They did not say how much the fines will be.
  + **Quality Assurance:** 
    - **Department Quality Reports –** Matt reviewed with the Board of Trustees data pertaining to quality studies with the Pharmacy and Nursing.
      * **Pharmacy** - quality study on 340B statistics. They had 60 new patients in the second quarter, a total of 1,002 prescriptions that were filled under the 340B program. So, the cost would have been $273,990. With the 340B, the total cost was $48,532. Total savings of 225,000 for our patients. Showing that the 340B program really is benefiting the patients, which is the whole purpose of the program.
      * **Nursing** - Foley usage on the floor. Pam has done a lot of education on the floor regarding the use of Foleys. So, usage of Foleys has gone down. Just the education alone easily decreased usage by 60%.

Matthew Walker, CEO, answered all questions asked by the Board of Trustees.

1. **Discussion/For Possible Action: Financial/Statistical Reports:**
   1. **Review and approval of the attached Financial Statement for the period ending July 31, 2025: Edwin Szewczyk – CFO:** Edwin Szewczyk – CFO provided handouts outlining the month of July financials.

* **Edwin Szewczyk, CFO** – For the month of July, the first month of our new fiscal year, we had a bottom-line net gain of roughly $572,000. We had a very strong outpatient month. A few days were down from prior in the budget, and our admissions from the ER are lagging a little bit. So, our inpatient was down, but the outpatient more than made up for it. Our outpatient revenues are more than 80% of our total revenue. So that's the bigger chunk. Because we had such a good outpatient revenue month, our supplies expenses were very high. We did more ortho cardio procedures than we normally do. So, we spent a lot more on supplies.  And our cash increased $982,000 from the prior month, in part from the receipt of 394,000 grant proceeds. Those are all the highlights.

Edwin Szewczyk, CFO, answered all questions asked by the Board of Trustees.

**Regular Board of Trustees Meeting**

**August 25, 2025**

**Page 4**

Chairman Dr. Mike Mugosa entertained a motion to approve the Financial Statement for the period ending July 31, 2025.

**MOTION:** Secretary Crystal Caviglia moved to approve the Financial Statement for the period ending July 31, 2025; the motion was seconded by Trustee Kim Cunningham and carried unanimously.

**NEW BUSINESS**

1. **Discussion/For Possible Action: Review/Revise/Approve Governance Policies - Chairman Dr. Mike Mugosa**
2. **Discussion/For Possible Action:** Approval of Governance Process – 2.5 Chairpersons’ Role.

Chairman Dr. Mike Mugosa entertained a motion to approve Governance Process – 2.5 Chairpersons’ Role.

**MOTION:** Trustee Laurie Carsonmade a motion to approve Governance Process – 2.5 Chairpersons’ Role; the motion was seconded by Secretary Crystal Caviglia and carried unanimously.

1. **Discussion/For Possible Action:** Approval of Governance Process – 2.6 Board Members Code of Conduct.

Chairman Dr. Mike Mugosa entertained a motion to approve Governance Process – 2.6 Board Members Code of Conduct.

**MOTION:** Vice-Chairman Todd Wilkinmade a motion to approve Governance Process – 2.6 Board Members Code of Conduct; the motion was seconded by Trustee Kim Cunninghamand carried unanimously.

1. **Appointments/Re-Appointments/Modification of Appointments – Chairman Dr. Mike Mugosa**

**Appointments:**

**Intermountain Health Care Tele-Critical Care**

1. **Discussion/For Possible Action –** The Appointment of Taylor Fawcett, APRN – Adult Gerontology.

Chairman Dr. Mike Mugosa entertained a motion to approve the appointment of Taylor Fawcett, APRN – Adult Gerontology.

**MOTION:** Chairman Dr. Mike Mugosa moved to approve the appointment of Taylor Fawcett, APRN – Adult Gerontology; the motion was seconded by Secretary Crystal Caviglia and carried unanimously.

**Intermountain Health Care Tele-Oncology & BMT**

1. **Discussion/For Possible Action –** The Appointment ofErik Rupard, MD – Internal Medicine.

Chairman Dr. Mike Mugosa entertained a motion to approve the appointment of Eric Rupard, MD – Internal Medicine.

**Regular Board of Trustees Meeting**

**August 25, 2025**

**Page 5**

**MOTION:** Chairman Dr. Mike Mugosa moved to approve the appointment of Eric Rupard, MD – Internal Medicine; the motion was seconded by Trustee Brigette Saltarelli and carried unanimously.

**Intermountain Health Care Tele-Stroke**

1. **Discussion/For Possible Action –** The AppointmentofConnie Chung, MD – Neurology.
2. **Discussion/For Possible Action –** The Appointment of Sara Lugonjic, DO – Neurology.

Chairman Dr. Mike Mugosa entertained a motion to approve the appointments of Intermountain Health Care Tele-Stroke items 3 and 4.

**MOTION:** Chairman Dr. Mike Mugosa moved to approve the appointments of Intermountain Health Care Tele-Stroke items 3 and 4; the motion was seconded by Trustee Laurie Carson and carried unanimously.

**Intermountain Health Care Tele-Crisis**

1. **Discussion/For Possible Action –** The Appointment of Benjamin Andresen, LCSW, Behavioral Health.

Chairman Dr. Mike Mugosa entertained a motion to approve the appointment of Benjamin Andresen, LCSW, Behavioral Health.

**MOTION:** Chairman Dr. Mike Mugosa moved to approve the appointment of Benjamin Andresen, LCSW,

Behavioral Health; the motion was seconded by Trustee Brigette Saltarelli and carried unanimously

**StatRad Telehealth**

1. **Discussion/For Possible Action –** The Appointment of Dameon Duncan, MD – Radiology.

Chairman Dr. Mike Mugosa entertained a motion to approve the appointment of Dameon Duncan, MD - Radiology.

**MOTION:** Chairman Dr. Mike Mugosa moved to approve the appointment of Dameon Duncan, MD - Radiology; the motion was seconded by Secretary Crystal Caviglia and carried unanimously.

**Re-appointments:**

1. **Discussion/For Possible Action –** The Re-Appointment of Ronald Crouch, MD – Urology.

Chairman Dr. Mike Mugosa entertained a motion to approve the re-appointment of Ronald Crouch, MD - Urology.

**MOTION:** Chairman Dr. Mike Mugosa moved to approve the re-appointment of Ronald Crouch, MD - Urology; the motion was seconded by Trustee Kim Cunningham and carried unanimously.

**Regular Board of Trustees Meeting**

**August 25, 2025**

**Page 6**

1. **Discussion/For Possible Action –** The Re-Appointment of Tamisha Pena, APRN – Family Practice.

Chairman Dr. Mike Mugosa entertained a motion to approve the re-appointment of Tamisha Pena, APRN – Family Practice.

**MOTION:** Chairman Dr. Mike Mugosa moved to approve the re-appointment of Tamisha Pena, APRN – Family Practice; the motion was seconded by Secretary Crystal Caviglia and carried unanimously.

1. **Discussion/For Possible Action** – The Re-Appointment of Glen Porter, MD, Otolaryngology.

Chairman Dr. Mike Mugosa entertained a motion to approve the re-appointment of Glen Porter, MD, Otolaryngology.

**MOTION:** Chairman Dr. Mike Mugosa moved to approve the re-appointment of Glen Porter, MD, Otolaryngology; the motion was seconded by Secretary Crystal Caviglia and carried unanimously.

1. **Discussion/For Possible Action –** The Re-Appointment of David Pratt, DO, Family Medicine.

Chairman Dr. Mike Mugosa entertained a motion to approve the re-appointment of David Pratt, DO, Family Medicine.

**MOTION:** Chairman Dr. Mike Mugosa moved to approve the re-appointment of David Pratt, DO, Family Medicine; the motion was seconded by Trustee Laurie Carson and carried unanimously.

1. **Discussion/For Possible Action** – The Re-Appointment of David Pratt, DO, Emergency Medicine.

Chairman Dr. Mike Mugosa entertained a motion to approve the re-appointment of David Pratt, DO, Emergency Medicine.

**MOTION:** Chairman Dr. Mike Mugosa moved to approve the re-appointment of David Pratt, DO, Emergency Medicine; the motion was seconded by Trustee Laurie Carson and carried unanimously.

1. **Discussion/For Possible Action** – The Re-Appointment of Benjamin Willford, DO, Family Medicine.

Chairman Dr. Mike Mugosa entertained a motion to approve the re-appointment of Benjamin Willford, DO, Family Medicine.

**MOTION:** Chairman Dr. Mike Mugosa moved to approve the re-appointment of Benjamin Willford, DO, Family Medicine; the motion was seconded by Trustee Kim Cunningham and carried unanimously.

1. **Discussion/For Possible Action** – The Re-Appointment of Benjamin Willford, DO, Emergency Medicine.

**Regular Board of Trustees Meeting**

**August 25, 2025**

**Page 7**

Chairman Dr. Mike Mugosa entertained a motion to approve the re-appointment of Benjamin Willford, DO, Emergency Medicine.

**MOTION:** Chairman Dr. Mike Mugosa moved to approve the re-appointment of Benjamin Willford, DO, Emergency Medicine; the motion was seconded by Trustee Kim Cunningham and carried unanimously.

**Intermountain Health Care Tele-Stroke**

1. **Discussion/For Possible Action –** The Re-Appointment of Scott Marshall, MD – Neurology.
2. **Discussion/For Possible Action –** The Re-Appointment of Kelly Nelson, MD – Neurophysiology.

Chairman Dr. Mike Mugosa entertained a motion to approve the re-appointments of Intermountain Health Care Tele-Stroke items 14 and 15.

**MOTION:** Chairman Dr. Mike Mugosa moved to approve the re-appointments of Intermountain Health Care Tele-Stroke items 14 and 15; the motion was seconded by Trustee Kim Cunningham and carried unanimously.

1. **Discussion/For Possible Action**: The approval of Strategic Plan 2025/2026 – Matthew Walker, CEO

* + - **Matthew Walker, CEO –** So the strategic plan is what we discussed last time. If there was anything you wanted to add or take away. If not, we just need it to be approved. And then I'll start rolling it out for future meetings.
      * **Secretary Crystal Caviglia:** Unless anybody has any suggestions, questions, or comments. I did. And I called Matt with that, and we discussed it over the phone. It's on here. It's just reaching further within of maybe possibilities. And there again it was with regard to the Care Center and how maybe that can be funded. And so, you know, it was just different options that may be pursued if possible. I was perfectly satisfied with the answer. I won't bring it up unless it's something we can move forward with. I'm sure you'll have further research on that. Yeah. And if everybody approves or is in agreement, I make the motion to approve the strategic plan. 25- 26 as presented.

Matthew Walker, CEO, answered all questions asked by the Board of Trustees.

Chairman Dr. Mike Mugosa entertained a motion to approve the Strategic Plan 2025/2026.

**MOTION:** Secretary Crystal Caviglia moved to approve the Strategic Plan 2025/2026; the motion was seconded by Trustee Brigette Saltarelli and carried unanimously.

1. **Discussion Only:** Administrator’s Report **– Matthew Walker, CEO.**
   * + **New MRI update –** The construction team is coming out on September 8th to work out the design plan. They will measure everything and get an idea of what will be needed. The MRI itself will be built toward the end of November. Times could change because of holidays and the inclement weather, but a tentative timeline is set for February and March to install the new MRI and remove the old.

**Regular Board of Trustees Meeting**

**August 25, 2025**

**Page 8**

* **Update on new Mammography machine:** The mammography machine is planned for the third week of September; they are going to decommission and pull out the current one. Then in the fourth week, they are going to put in a new one. The physicists will be out here, as well as the State, on the 26th of September to do what they need to do.We should be able to start using it the following week, on September 29th.
* **Community Needs Assessment:** The last time White Pine County did a community health needs assessment was in 2015. I did one, and UNR asked if we would like to do another one because it's been so long. And so, I told him we could definitely do that. So, we put together a team, came up with questions. UNR has most of the questions, but we changed them to be more specific to our area. But you'll see on social media, especially in some areas, you'll see this form and see they do a QR code if people don't want to use their phones. We also have paper packets that can be completed and mailed out. It's completely done by a third party, so we don't touch it. It's all done through UNR or whoever UNR uses. It’s all anonymous. We have a number of people who are taking this back to their, I guess, place of employment. But they were part of this group, and they're trying to get the word out. UNR is hoping we can get at least 200 responses, which apparently is really good for a rural area.
* **Health Fair**: This event was well attended. If you have any further suggestions or ideas, we are open to them. WE figured there were about 220 people who attended.
* **Cyber Security options:** Matt went over cyber security options that the CIO Frank Ruvolo suggested with the Board of Trustees. It was requested that Frank do a presentation at the next Board Meeting on what he recommends.

Matthew Walker, CEO, answered all the questions the Board of Trustees asked.

1. **Set a Date and Time for the Next Regular and/or Special Meeting**
2. **Approval to set the Next Regular Meeting scheduled for Monday, September 22, 2025, at 5:00 p.m.**

Chairman Dr. Mike Mugosa entertained a motion to approve scheduling the next Regular Board of Trustees meeting on Monday, September 22, 2025, at 5:00 p.m.

**MOTION:** Vice-Chairman Todd Wilkin moved to approve the scheduling of the next Regular Board of Trustees meeting on Monday, September 22, 2025, at 5:00 p.m.; the motion was seconded by Secretary Crystal Caviglia and carried unanimously.

1. **CONSENT AGENDA**

The following are “action” items that may be considered in one motion/one vote. They are considered routine, non-public items that have no protests. Any Board of Trustees member may remove any item from the Consent

Agenda and have it placed as an individual action item.

**Regular Board of Trustees Meeting**

**August 25, 2025**

**Page 8**

1. **Request for Approval of Vouchers a, b, c, and d– Secretary, Crystal Caviglia** 
   1. **Discussion/For Possible Action: Accounts Payable – vouchers #008359-#008476**
   2. **Discussion/For Possible Action: Payroll – vouchers #1667-#2057**
   3. **Discussion/For Possible Action: Refunds – Vouchers#000822-#000858**
   4. **Discussion/For Possible Action: Bad Debt – Medicare/Self Pay**

Chairman Dr. Mike Mugosa entertained a motion to approve the consent agenda items a through d.

**MOTION:** Secretary Crystal Caviglia moved to approve the Consent Agenda vouchers a through d; the motion was seconded by Trustee Brigette Saltarelli and carried unanimously.

1. **Public Comment:** *Comments not exceeding five (5) minutes in length will be accepted from the general public in attendance. If any are made, there may be discussion upon these comments. No vote, decision, or action may be taken upon matters raised under this item until it is formally placed on the agenda as an action item.* ***Comments during Discussion Items will not be******accepted from the General public.*** *“Section*

*7.05, of the Nevada Open Meeting Law Manual indicates that the Public Body may prohibit comment if the content of the comments is a topic that is not relevant to or within the authority of the Public Body or if the content of the comments is willfully disruptive of the meeting by being irrelevant, repetitious, slanderous, offensive, inflammatory, irrational or amounting to personal attacks or interfering with the rights of other speakers”.*

Chairman Dr. Mike Mugosa asked for public comment- No comments were made at this time.

1. **Adjournment**

Chairman Dr. Mike Mugosa entertained a motion to adjourn the White Pine Hospital District Board of Trustees Meeting on August 25, 2025.

**MOTION:** Secretary Crystal Caviglia moved to approve the adjournment of the White Pine Hospital District Board of Trustees meeting dated August 25, 2025; the motion was seconded by Trustee Laurie Carson and carried unanimously.

Adjournment 5:50 p.m.