

Date: April 26, 2017
Time: 1:00 P.M.
Location: Mayers Memorial Hospital
Burney, California

(These minutes are not intended to be a verbatim transcription of the proceedings and discussions associated with the business of the board's agenda; rather, what follows is a summary of the order of business and general nature of testimony, deliberations and action taken.)

- 1. CALL MEETING TO ORDER:** President Kerns called the regular meeting to order at 1:00 p.m. on the above date with the following present:

Mike Kerns, President
Abe Hathaway, Secretary
Allen Albaugh, Treasurer
Laura Beyer

Board Members Absent: Beatriz Vasquez, Vice President

Staff Present: Louis Ward, CEO; Travis Lakey, CFO; Adam Dendauw, Director of Clinical Services; Ryan Harris, Director of Operations Valerie Lakey, DOPR/Clerk of the Board

- 2. CALL FOR REQUEST FROM AUDIENCE TO SPEAK TO ISSUES OR AGENDA ITEMS:**

2.1 Public Comment – none

- 3. APPROVAL OF MINUTES** – A motion/second and carried, the Board of Directors accepted the minutes of the March 22, 2017 Regular Board Meeting. **(Hathaway, Beyer) – Approved All**

- 4. Department/Operations Reports/Recognitions:**

4.1 Resolution 2017-5–March Employee of the Month: Christal Jimenez was recognized as March 2017 TEAM MAYERS MVP. Presented by Laura Beyer (Albaugh, Beyer) **Approved All**

***Please Note:** Chief reports will now be at the end of the agenda in order to expand on discussion or answer questions regarding items that were addressed on the full agenda.

4.2 Director of Operations report – Ryan Harris (Written report provided in packet) Meeting with Porter about Burney outpatient - \$167 per square foot. It will require adding 2 doors in hallway to separate services. Additionally we will add a private patient PT room. We would do wound care in the 3 unused patient rooms. Additionally, we will replace flooring, HVAC; estimate is \$150,000 - \$200,000, which is half the price of re-doing clinic. The old clinic could be a training space for employees. The board took a quick tour.

Harris talked about HVAC repairs. AC4 is a unit we can't get parts for. We have aging HVAC units. This particular one is from the 70's. The unit will be inspected. OSHPD has a pre-approved list of HVAC units, which we can get to replace.

\$165,000 on SNF refresh budget. There has been \$52,000+ raised/donated that will be going towards the project.

Albaugh asked about the Burney parking lot. Harris noted it will be on the schedule.

4.3 Scheduled Director Report – Adam Dendauw, Director of Clinical Services – (Written report provided in packet) Cardiac – donations to gym, benefits cardiac and respiratory. (Employees also) Stress testing elements are in place. Dr. Dahle will complete training in May. Hope to start in May or June. Discussed items that were in his written report. Lab – new equipment will prove to assist in many areas of the department. Will be working with Val Lakey to market the BioFire testing. Going forward marketing new services will be a priority.

4.4 Hospice Report–Keith Earnest - Condolences to Mary Ranquist in the loss of her husband Rick. Census in Hospice has been a yo-yo. In the last week we have gone from 5 to 1. Working towards a marketing plan to get referrals earlier. Patients can qualify under medi-cal for a much longer service than is being utilized. We need to provide education. We need referrals from new providers and locums. Albaugh asked if we get any referrals from Pit River. The answer is no – we are currently trying to identify cultural issues. Potentially have a liaison. Increase referrals. Beyer asked what capacity Hospice can handle. Earnest said 10-12 – we have had 15. Hospice fundraiser funds go to rental of DME. Hospice gets a daily rate that provides nursing, drugs and equipment needs – it does not meet costs. Fundraisers help to cover expenses. May also be used for transportation. Hospice has its own cost report. Paid at a national rate – it doesn't matter what our costs are. We also work with local churches

5. BOARD COMMITTEES:

5.1 Finance Committee –Chair Allen Albaugh

5.1.1 Audit Report via WebEx – Matt Faulkner, Erik Volc from Wipfli (*Exhibit 1*)

5.1.2 Committee Meeting – Report from Staff Development. Ratio could be higher on financials, but there are many costs on construction, etc. Talked about cost of labs, registry (LVN's – CNA registry is down). Doing well – extra funds are from projects that Lakey has been able to get us involved in. Keep in mind down the road – viability of IGT programs. Word of caution going forward. Without incentives, we are still slightly ahead financially.

5.1.3 March Financials – (Hathaway, Albaugh) – Approved All

5.2 Strategic Planning Committee – Chair Mike Kerns

5.2.1 Committee meeting – Met on April 10. Dr. Watson attended as well as a member of MVHC board (Jim Billo) Entire MVHC board has been invited to May meeting. MVHC relationship and physician recruiting were the main topics of discussion. Collaborative is working on recruiting materials.

5.3 Quality Committee – Laura Beyer (Vasquez absent)

5.3.1 Committee Meeting Report – Met on April 17th. Environmental Service, Imaging, Marketing, and Safety Reports. Imaging presented some new resources they are providing for the clinics. Received report from Jack Hathaway regarding Quality plan. PRIME update. PCC progress. Compliance Plan review. Beyer will be working with Hathaway. Hathaway reviewed surveys and Quality board. Discussed handwashing. Ward would like to get with Hathaway to discuss the Quality metrics.

6. NEW BUSINESS**6.1 Policies for Approval – All approved (Hathaway, Beyer)**

- Emergency Medicine Core Privileges
- Family Medicine Core Privileges
- MEC-Governing Board Endorsement for Physician Appointment and Privileges
- Nurse Anesthetist, Certified Registered Core Privileges
- Nurse Practitioner Core Privileges for Inpatient
- Optometry Core Privileges
- Pathology Core Privileges
- Psychology Core Privileges
- Radiology Core Privileges
- Surgery Core Privileges, General
- Surgery Core Privileges, Orthopedic
- Wound Care Core Privileges

6.2 Quarterly Policy Approval List (Hathaway, Beyer)**6.3 In-House Laundry Service Project Approval**

No savings on an Aramark contract if we move forward. If not – we would receive a 15 ½% discount if we signed a 5-year contract. It will be about a 4 month project to get the facility going and the goal would be to be complete by 2019 – the end of the current Aramark contract. **(Albaugh, Hathaway)**
Moved to implement the in-house laundry project. - Approved All

7. ADMINISTRATION REPORTS:

In addition to the written operations report included in the board packet, the following verbal reports and discussions are summarized below:

- **Louis Ward, CEO – In addition to the written report**
 - ✓ SEMSA – membership plan brochures are out Ward is working on a reduced rate for MMHD employees. MMHD will get a \$69 rate for first year of air/ground. Helicopter has arrived. It is in Adin. Should have a MMHD logo. Critical Care Access Unit is also available.
 - ✓ Capital Campaign – going well. Ground breaking potentially.
 - ✓ Burney Outpatient – timeframe within a year. Should have a timeline by next board meeting.
 - ✓ Outpatient market study will be presented at a SP meeting.
 - ✓ Management meeting May 2nd – field trip to the building site.
 - ✓ MVHC – setting up an executive committee with members of both facilities to meet monthly.

- ✓ Community Health Needs Assessment
- ✓ OSHPD – looked at preliminary and have made some comments. Final submission to OSHPD will be July 17th. Still trying to figure out the water pressure issue. Encroachment permit with CalTrans is still okay. We need to open the PG & E project again to move the poles. Working on RFP for equipment – complete and being reviewed by Alan and Adam.
- ✓ Talked about the trip to Hillrom in Indiana
- ✓ Sherry Wilson is still out on leave. May not be to work until the end of May. Earnest, Overton, Hathaway picking up responsibilities.
- **Travis Lakey, CFO** – Adding new metrics – percentage of collections. Discussion of SNF rate. Working Quality Assurance Fee model – preferred model we would receive \$500,000.
- **Keith Earnest, CCO** – *In addition to the written report:* Pyxis – machines should arrive May 1st.
- **Sherry Wilson, CNO** – *In addition to the written report: none (Absent)*

**8. INFORMATION/BOARD EDUCATION/ANNOUNCEMENTS
BOARD COMMENTS, UPCOMING EVENTS, ETC. – REPORT ON ACHD LEG DAYS – KERNS AND VAL WILL WORK WITH ACHD AND CHA TO SET SOMETHING UP ON OSHPD**

FUTURE AGENDA ITEMS:

- MED STAFF PROCESS

9. Announcement of CLOSED SESSION – 3:50 pm – Approved All

9.1 Government Code Section 54957:

Quality Assurance: Quality Improvement Issues, Medical Staff Report (Dr. Tom Watson, Chief of Staff)

9.2 Real Property Government Code Section 54956.8

Pending litigation – lien on Right Roads Building

9.3 Personnel Government Code 54957

Wrongful termination suit filed against MMHD

10. Reconvene Open Session - (Albaugh/Hathaway) All Privileges Approved

12. ADJOURNMENT: There being no further business, at the hour of 4:00 p.m., President Kerns declared the meeting adjourned. Next meeting May 24, 2017 – 1:00 pm– Fall River Mills