

Date: October 28, 2015  
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 Hathaway called the regular meeting to order at 1:05 p.m. on the above date with the following present:

Abe Hathaway, President  
Mike Kerns, Vice President  
Beatriz Vasquez, Secretary  
Art Whitney

**Board Members Absent:** Allen Albaugh, Treasurer

**Staff Present:** Louis Ward, Interim CEO; Valerie Lakey, Board Clerk; Travis Lakey, CFO; Sherry Wilson, CNO; Keith Earnest, CCO

**2. CALL FOR REQUEST FROM AUDIENCE TO SPEAK TO ISSUES OR AGENDA ITEMS:**  
None

3. Postpone Hospice Report to December 16, 2015

**4. APPROVAL OF MINUTES** – A motion/second and carried, the Board of Directors accepted the following minutes

**3.1 Regular Meeting – September 23, 2015; October 12, 2015 Special Meeting – (Whitney, Vasquez) – Approved All**

**5. OPERATIONS REPORT:**

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

- ▶ **Louis Ward, Interim CEO** – Ward highlighted the surveys and POC's. He just finished SP499 report to OSHPD. The final approval of Fire Panel was approved today – OSHPD Fire Marshal was on site yesterday. Ward also reported on FAC (see finance notes) and the departmental management tool to report on management meetings and department topics. We have sent resumes to USDA for potential project managers. Ward noted the progress in ER; the new manager is in place and there has been good feedback. The department has a paramedic lead that reports to ER manager.
- ▶ **Keith Earnest, CCO** – Hospice Home Health CNA is retiring – having a current CNA taking the Home Health Certificate. Pharmacy and MERP surveys have been completed. The issue with Partnership coverage of Cardiac Rehab is still not worked out. Physical Therapy – Daryl Marzan is new manager. Looking at Interns, recruiting new grads to help fill the need for PT's.
- ▶ **Sherry Wilson, CNO** – We have developed an incentive to reduce registry for CNA's. Almost all of Annex shifts have been filled. We are adding 8<sup>th</sup>, 9<sup>th</sup> and 10<sup>th</sup> shifts and will also be offering LVN incentives. CNA class is progressing. Instructors have applied to the state for updated paperwork. Entire course will be in Burney. Class will start in January – will have CNA's ready in June. Census is at 78 – 2 pending intakes.
- ▶ **Travis Lakey, CFO** – We received the IGT money - \$1.34 Mil EHR loan paid off, will receive \$150,000 in rebate. One of Medicare payment plans paid off. \$2.6 was applied to credit line – leaving a balance of \$600,000. Will use balance to pay for operations. Spending to reduce monthly obligations. Freed up about \$80,000/month. Working on building days of cash on hand by August 2016. Working on making one of our CRNA's an employee, not contractual. A/P is \$450,000

**6. BOARD COMMITTEES:**

**6.1 Finance Committee – Chair Allen Albaugh (Whitney reported)** Reported on monthly savings, talked about purchased services.

**6.1.1 Committee Meeting** – (see minutes)

**6.1.2 September 2015 Financials – (Whitney, Kerns) – Approved All**

**6.2 Strategic Planning Committee –Chair Abe Hathaway**

**6.2.1 Committee meeting** – Discussed the building; concerns about flat roof and courtyard. HR report, recruiting employees. (see minutes)

**6.3 Quality Committee – Chair Mike Kerns (Vasquez reported)**

**6.3.1 Committee Meeting Report** – (see minutes) Heard about surveys, SNF Survey report was very detailed. Changed EMR to administrative report on the monthly agendas. Talked about Org Analysis and separating Med staff quality from regular board quality meeting.

**6.3.2 MERP Update**

**6.3.3 Policy & Procedure Quarterly – Vasquez, Kerns**

**6.3.4 Policies & Procedures – Kerns, Whitney**

**7. OLD BUSINESS**

**7.1 Annual Bylaw Review** - Put the language back in regarding board member absence. Govt Code Title 1, Division 4, Article 2 ss1170 (g) – Final reading in December

**7.2 Annual Board Assessment Update** - Due Nov 6<sup>th</sup>. Kerns will present the final report in December.

**7.3 Building Project** Looking at naming opportunities for capital campaign, have not placed values yet. Need to hire construction manager – then put together RFQ. Discussed cost from previous project. Campaign Cabinet met and it went very well.

**7. NEW BUSINESS**

**7.1 Med Staff Bylaw Approval – (Kerns, Whitney)**

**7.2 Med Staff Rules Approval – (Vasquez, Kerns)**

**7.3 Appointment of Construction Ad Hoc Committee** – Hathaway, Albaugh were appointed to AdHoc Construction committee.

**7.4 Approval of Board Member Travel – (Kerns, Whitney)** – approved travel to ACHD leadership and annual meeting.

**8. INFORMATION/BOARD EDUCATION/ANNOUNCEMENTS****8.1.1 LEGISLATIVE REPORT –**

Val Lakey presented a legislative update

Vasquez gave a report on her ACHD committee service

**8.1 Government Code Section 54952**

Adjourned to closed session 2:26 pm

Action taken:

Quality Assurance: Quality Improvement Issues, Medical Staff Report (Dr. AJ Weinhold, Chief of Staff) (Kerns, Vasquez) – **Approved All**

**Defer Barrios**

**(Vasquez, Kerns)**

<p><b>8.2 Government Code Section 54957: Personnel – Public Employee Performance Evaluation – Review</b></p> <p>▶ No Action</p>
<p><b>10. ADJOURNMENT:</b> There being no further business, at the hour of 2:46 p.m., President Hathaway declared the meeting adjourned. Next meeting December 16, 2015 – Fall River</p>