

Date: September 20, 2016
Time: 1:00 P.M.
Location: Mayers Memorial Hospital
Fall River Mills, 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 1:00 p.m. on the above date with the following present:

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

Board Members Absent:

Staff Present: Louis Ward, CEO; Travis Lakey, CFO; Sherry Wilson, CNO; Keith Earnest, CCO; Ryan Harris DOO; Theresa Overton, DON; Jessica Stadem, Scribe

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

3.

3.1 USDA Presentation – Introductions: Janice Waddell, Angela Cross, Dave Hartwell, Mike Colbert; USDA presented plaque.

3.2 Resolution 2016-10 August Employee of the Month **(Approved) Kerns/Whitney** – Destiny Tavares

3.3 Right Roads Building Report – Ryan Harris, Director of Operations –

- Presented power point & virtual walkthrough.
- Rough estimates vary \$300k-425k (includes plans, doesn't include foundation work) for OSHPD 3 renovations.
- Talking with Shasta County to have them do inspections because of better cost.
- Is this project cost effective? Need to come up with plan to continue to bring services to Burney (Continue with this building? Find different building?)
- Cost to renovate the annex is about the same.
- Suggest getting title cleared and donate building, Ward will research.
- Harris gave overview of other projects since he has started working at MMH (thrift store, PT building paint, SNF renovation during winter, routine maintenance log).

4. APPROVAL OF MINUTES – A motion/second and carried, the Board of Directors accepted the minutes of the August 24, 2016 Regular Board Meeting.
(Kerns/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, CEO –**
 - Building project update, moving forward with Layton, currently negotiating contract, should be back in 2 weeks for review, should be ready by October meeting;
 - MMHD QIP (quality improvement program), team has been formed – who reports what data to where, bringing all info together to look for duplicates or any missing info, comparing to other similar size hospitals, reporting to staff and to community via website;
 - haven't had survey yet, but being proactive, using consulting company to prepare, working with all staff (have heard survey looking at: falls, call lights, psychotropics);
 - Community Health needs assessment (299 Collaborative) with MVHC – focus groups or mailed survey;
 - employee meetings Oct. 5th & 6th (2 at each facility), will send survey out to staff;
 - developed OB benefit program for staff – includes 24 hours PTO, \$150 visa for hotels or expenses, \$250 gas gift card, MVHC will still continue care up to 32 weeks;
 - meeting with surgery staff 9/21/16 to discuss increasing volume;
- **Keith Earnest, CCO –**
 - Dr. Dahle will finish cardiac treadmill training in October
 - Will be staffing phlebotomist for homeless outreach w/MVHC to do lab work only.
 - Wayne Davis, the new PT starts next week.
 - Catarina Medina started in ultrasound – can do all ultrasound services except echos, will increase our service range; Shawna Davis & Alan Worthington also new hires, new manager does orientation on Thursday.
- **Sherry Wilson, CNO –**
 - Installing more security cameras in Burney to cover inside and outside blind spots.
 - Since Falling Star implementation, falls have decreased; constantly educating staff on program; started doing shift walkthroughs checking alarms, batteries, gait belts, etc.
 - Working on music program, products being ordered, staff will be trained soon.
 - Nov. 7th mock surveyor returns (Acute).
 - Working with Enloe on ER nurse OB training, fetal heart monitor course, NRP.

6. BOARD COMMITTEES:**6.1 Finance Committee –Chair Allen Albaugh**

6.1.1 Committee Meeting – AP is down; revenue looks odd because of computer system being down; questions and clarification on balance sheet info; had first design meeting 9/19 with Layton; by late November we should have 60 days COH.

6.1.2 July/August 2016 Financials – *(Approved) Albaugh/Kerns*

6.1.3 Quarterly Binder Review *(Approved) Whitney/Kerns*

6.1.4 Approval of Line of Credit *(Approved) Whitney/Albaugh*

6.2 Strategic Planning Committee – Chair Abe Hathaway

6.2.1 Committee meeting – Discussed building project update and SEMSA.

6.2.2 SEMSA Report – Discussion/Action on Preferred Provider Agreement –
(Kerns/Vasquez) - Approved

- Clarified air and ground services (critical care only); meeting with ER staff 9/20; will address at employee meetings.

6.3 Quality Committee – Chair Mike Kerns

6.3.1 Committee Meeting Report

- Pharmacy presented information on pharmacy access afterhours.
- HR recruiting update, trainings include opportunities to go outside of the facility.
- Volunteer update – trying to get all volunteers to go through background check.
- Dave Burks discussed recent maintenance projects – dietary project, counter updates.

7. OLD BUSINESS

7.1 Discontinuance of OB Services (*Kerns/Whitney*) –Approved All

8. NEW BUSINESS

8.1 Approval/Discussion of Layton Construction – Do not have contract finalized yet, **new business for October meeting.**

8.2 Annual Bylaw Review Process – No changes.

8.3 Board Assessment Process – Annual assessment has been useful in past, will complete it again this year, **Val Lakey will send info when it is compiled and ready.**

9. INFORMATION/BOARD EDUCATION/ANNOUNCEMENTS

BOARD COMMENTS, UPCOMING EVENTS, ETC. –

10.1 Announcement of Closed Session – Approved all.

11. Reconvene Open Session

12. ADJOURNMENT: There being no further business, at the hour of 3:27 p.m., President Hathaway declared the meeting adjourned. Next meeting October 26, 2016 – Burney

Jessica Stadem, Scribe