

**MAYERS MEMORIAL HOSPITAL DISTRICT  
QUALITY COMMITTEE MEETING  
MINUTES – JUNE 14, 2017**

<b>FINAL Attachment A</b>
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QC Attendance

Beatriz Vasquez, PhD, Board  
Chair  
Laura Dolman-Beyer, BOD  
Committee  
Theresa Overton  
Louis Ward  
Dr. Tom Watson

Other Staff Present

Valerie Lakey  
Barbara Spalding  
BJ Burks  
Dawn Jacobson  
Marinda May

Absent

*(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.)*

SUBJECT	DISCUSSION	
CALL TO ORDER	The meeting was called to order at 12:04 pm by Vasquez in Fall River Mills	
Public Request to Speak	None	
Opening Remarks by Chairman Vasquez	None – changes to agenda (Volunteer services instead of Physical Therapy)	
Minutes	Minutes from the May 17, 2017 Quality Committee meeting were approved. <b>M/S/C (Beyer, Ward). All Approved</b>	<b>Approved</b>
Department Reports	<p><b>Volunteer Services, Barb Spalding:</b> Last report Spalding talked about changing policies which is now complete. Reviewed the volunteer recognition process. They had a recognition event on March 24, 2017. Department Grants were provided through Thrift Store funds. There is a volunteer dietary training so volunteers can help with feeding residents. There will be annual refresh training.</p> <p><b>Surgery, Theresa Overton: (written report – from Stacie Warnock, Surgery Lead)</b> Reported on Quality issues and provided information on surgical “Time Out”. Addressed some of the items that were found on the survey. Referral process is the number one issue at the time. Working on solving some transportation issues for patients on Partnership.</p> <p><b>Acute Social Services, Marinda May:</b> Marinda started in March. Learning the system on the Acute side. Revamping the process on the Acute side for Swing Intakes. May has training in mental health (5150). Some staff training would be beneficial. Ward and Dr. Watson will be</p>	<b>Reports</b>

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	<p>meeting with Shasta County (Dean True) in July. Discussed 5150 options and potential solutions. Ward will be talking to Dean True about some tele psych.</p> <p><b>SNF Social Services, BJ Burks:</b> Socials Services split in March with SS in Acute and SNF. This has allowed a lot more needed time. Burks has been working on learning about the Point Click Care. This has made ease of charting and quality of charting better and more timely. We are also using the system for the admission process. This is streamlining the intake process. We have been meeting as a committee to make the process more efficient. Everyone is learning each part of the process. All four Chiefs are involved in this process. Aiming at getting things complete within a few months and will require constant monitoring.</p>	
<p style="text-align: center;">Quarterly Reports</p>	<p><b>Quality</b> - no report Hathaway at FLEX Conference</p>	<p style="text-align: center;"><b>Reports</b></p>
<p>Standing Reports</p>	<p><b>SNF – Sherry Wilson:</b> Absent</p> <p><b>Administrative – Louis Ward:</b></p> <p>We have been trying to facilitate a meeting with CDPH. Last surveys went well as far as interactions with staffs. Mock surveys have helped. There is a good model in Orange County where CDPH coordinates meetings with healthcare facilities. Chico office has agreed to attend a meeting at Enloe in Chico on July 11. We have worked with CHA and Northern Hospital Council Meeting and were able to organize this meeting.</p> <p>Management staffing goals are in the development process for FY18.</p> <p>Plan of Corrections was completed and submitted.</p> <p>Fire Life Safety Plan of Corrections have been approved. We are still waiting to hear on the Acute Plan of Corrections.</p> <p>June 22 Ryan Harris, Ward and Travis Lakey will meet with OSHPD in Sacramento and with architect on the SNF refresh. They will also be meeting with sign company.</p> <p>Employee meetings will be July 12 and 13<sup>th</sup>. One topic will be employee evaluations.</p> <p>Meeting with Dean True and Dr. Watson on July 6<sup>th</sup> to discuss 5150's and the ER.</p> <p><b>Infection Control – Dawn Jacobson:</b> We recently purchased carts provided through Foundation Grant. Phlebotomy Carts also house the</p>	

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	<p>supplies. Supplies were in the rooms and there was a lot of waste – now the supplies are in the cart and it makes things more efficient and helps with infection control. The board would like to hear regularly on hand washing statistics. We will be reporting UTI’s as required – we only need to report the ones that we treat.</p> <p><b>PRIME – Adam Dendauw</b> –we have met our numbers within the timeframe</p>	
<b>New Business</b>	<p>Policies for Approval: (Beyer, Ward) – Approved All</p> <ul style="list-style-type: none"> <li>• Sterility Monitoring Log, End Product Testing MMH41</li> <li>• History and Physical Responsibility on Patients Admitted thru the Emergency Dept Procedure for</li> <li>• Discontinued Medications and Controlled Substance Disposal: SNF</li> <li>• Initial Application Process to the Medical Staff</li> </ul>	
<b>Announcements, Other, Future Agenda Items</b>	<p>Compliance Plan Code of Conduct</p>	<b>Discussion</b>
<b>Closed Session</b>	<p>Chief of Staff Report – Dr. Tom Watson</p>	
Announcements;	<p>Next meeting: Wednesday, July 12, 2017 in Fall River Mills</p>	
Adjournment	<p>Meeting adjourned 1:12 pm</p>	

Minutes By: Valerie Lakey