

Date: July 26, 2017
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.)

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
Beatriz Vasquez, Vice President
Abe Hathaway, Secretary
Allen Albaugh, Treasurer
Laura Beyer

Board Members Absent:

Staff Present: Louis Ward, CEO; Travis Lakey, CFO; Ryan Harris, Director of Operations Valerie Lakey, DOPR/Clerk of the Board, Sherry Wilson, CNO, Keith Earnest, CCO; Jack Hathaway, DOQ; Linda Eastman, Mary Ranquist, Theresa Overton

CALL FOR REQUEST FROM AUDIENCE TO SPEAK TO ISSUES OR AGENDA ITEMS:

2.1 Public Comment – none

APPROVAL OF MINUTES – A motion/second and carried, the Board of Directors accepted the minutes of the June 28, 2017 Regular Board Meeting. **(Beyer, Vasquez) – Approved All**

Department/Operations Reports/Recognitions:

4.1 Resolution 2017-12–June Employee of the Month: Linda Eastman was recognized, as June 2017 TEAM MAYERS MVP. Presented by Allen Albaugh (Vasquez, Hathaway) **Approved All**

4.2 ACHD Certified Healthcare District Presentation – Ken Cohen, CEO ACHD attended to present MMHD with the Certified Healthcare District designation. CEO Ward also showed the DRAFT Hwy 299 Collaborative Physician Recruiting Video for those in attendance.

4.3 Hospice Quarterly Report, Mary Ranquist, Manager. Ranquist reported that since January we have had 21 patients. The length of stay is shorter; an average of 19 days. Other facilities are experiencing the same problems. We have connected with Pit River Health and the relationship is improving. We will be going to visit the Burney clinic to meet with the physicians. The Car Show fundraiser was successful. Hospice travel is about \$11,000 annually. We have looked at a possible vehicle purchase. Staff works in other departments when it is slow. There was also some discussion of a new service that links to Hospice that is covered by Medicare. (Palliative Care)

***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.

4.4 Scheduled Director Report – Theresa Overton, Director of Quality Reviewed OP Medical department report as submitted in board packet. Overton reported that they are doing a lot of sharing of staff. She also reviewed the surgery referral process. In the ER, they are working on the flow of the resource nurse and tech position. SEMSA team is utilized at times. Average Daily Census is 2.43 Swing – 11.56 days length of stay. Currently we have 11 full time licensed staff. There are two full time staff that will be starting soon. The acute department received a grant from the foundation for 2 new vitals carts.

4.5 Director of Operations report – Ryan Harris (Written report provided in packet) 100% of the construction documents and are submitted to OSHPD. Follow-up meeting with the FR Water District (See Finance notes)

Also noted that he met with Hat Creek Construction on the reduced scope for the Annex Parking Lot bid.

Progress on the SNF project – door skins are being installed.
Painting of PT Building. Colors will be used on the new building.
Door replacements are scheduled.
Working on evaluating the HVAC system to determine what the scope of the project would be.
Dietary staffing continues to be a challenge.
Working on the laundry study.
Noted purchasing's accomplishments over the last fiscal year.
IT has been working on Paragon update and Telemed program.

5. COMMITTEE MEETINGS

5.1 Finance Committee

5.1.1 Committee Meeting Report – Albaugh reported on the committee meeting. Noted the fiscal year was very positive. We collected a higher portion of patient revenue. Albaugh expressed that MMHD is doing the best he can remember.

5.1.2 June 2017 Financials (Albaugh, Hathaway) – Approved All

5.1.3 Resolution 2017-13 USDA Restricted Bond Debt Service (Albaugh, Hathaway) – Approved All

5.1.4 Funded Depreciation – There was discussion on the topic. Lakey will continue with details on starting some option of this.

5.2 Strategic Planning Committee

5.2.1 Committee Report – Chair Kerns Kerns noted that most of the discussion revolved around Expanded Patient Services

5.3 Quality Committee

5.3.1 Beyer reported on the Committee Meeting Discussed the department reports.

5.3.2 Smoking Policy clarification – (Vasquez, Beyer) 4-1 Approved as amended.

6. NEW BUSINESS

6.1 Policies for Approval – *All approved (Beyer, Hathaway) with Corrections*

- Chief Executive Officer Compensation
- Disbursement of Funds
- Hand Sanitizing and Garbing Sequence - Clean Room
- Imaging Competency Assessment
- Discontinued Medications and Controlled Substance Disposal:
SNF
- Controlled Substance Disposal Record Form MMH584
- Discontinued Medication Log MMH574
- Narcotic Control Sheet for 1/2 Tablets MMH582B
- Narcotic Control Sheet for Fentanyl MMH582D
- Narcotic Control Sheet for Liquids MMH582C
- Narcotic Control Sheet for Whole Pills and Tablets MMH582A
- Ultrasound Transducer (Probe) Cleaning

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 –

- Spoke about employee meetings – informal meetings, and were very productive rounds of meetings. There was a lot of employee input. We are doing the meetings quarterly. Safety was a topic in Burney. There were a few pressing concerns. A lot of questions about telemedicine. Went over the Capital Campaign and the building project with the staff. There will be signs displayed for the building project. Health insurance questions – rates will be going up.
- Talked about the employee idea challenge
- Finishing up SMART Goals
- Visited Mendocino Coast Hospital
- New technology for SNF (televisions, new Apps)
- Telemedicine – 3 scheduled appointments – Had Lunch & Learn yesterday with MVHC
- Attended Town Hall meeting

Travis Lakey, CFO - We have no more medicare repayments – this is the first time since 2010.

Keith Earnest, CCO – In addition to the written: PT has been working to involve interested people in the community. We will have Taylor Sloat shadowing in PT. In the Pharmacy we were approached for being a “drug take back” – inspector has indicated it would not be approved. Portable x-ray machine arrived today. Vitamin Hydroxy levels – we will be able to do these in house now.

Sherry Wilson, CNO – In addition to the written report: Mock survey was completed. Focused on the Point Click Care. There were some areas identified. Ideas were given to Wilson and Hathaway on how to track. Music and Memory program is going well.

8. Information/board education/announcements

Board comments, upcoming events, etc. –

Future agenda items:

SEPTEMBER 22, 2017 IS THE CAPITAL CAMPAIGN LAUNCH
GOLF TOURNAMENT – AUGUST 19
EMPLOYEE BBQ – AUGUST 20
COST REPORT CONFERENCE SEPT 12 – 14 - RENO
VAL REPORTED ON HEALTHCARE DISTRICT LAW SUBCOMMITTEE.

9. Announcement of CLOSED SESSION – 3:20 pm – Approved All**9.1 Government Code Section 54957: (Vasquez, Albaugh) - Approved**

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

AHP APPOINTMENT

Physician Reappointment:
Rebecca Dyson, MD

AHP Appointment:

Heather Corr, NP

Medical Staff Appointment

Latisha Smith-Chase, MD

Medical Staff Status Change to Inactive

1. Ana J. Weinhold, MD – Move to Inactive
2. Jesse Arnold, NP – Move to Inactive

9.3 Personnel Government Code 54957 – CEO Evaluation

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

12. ADJOURNMENT: There being no further business, at the hour of 3:45 p.m., President Kerns declared the meeting adjourned. Next meeting August 23, 2017 – 1:00 pm– Fall River