

Mayers Memorial Hospital District  
Board of Directors – Regular Board Meeting

Date: January 24, 2018  
Time: 1:00 p.m.  
Location: Mayers Memorial Hospital  
Fall River Mills, CA

*(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; Judy Jacoby, CNO; Ryan Harris, DOO; Marlene McArthur, IHF CEO; Jack Hathaway, DOQ; Jessica Stadem, Board Clerk; Marinda May; Tracy Bruce;

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

**2.1 Public Comment** – none

**3.1 APPROVAL OF MINUTES** – A motion/second and carried, the Board of Directors accepted the minutes of the December 20, 2017 Regular Board Meeting. **(Vasquez/Beyer) – Approved All – As corrected**

**Department/Operations Reports/Recognitions:**

**4.1 Resolution 2018-1 – December Employee of the Month:** Tracy Bruce was recognized, as December 2017 TEAM MAYERS MVP. **(Beyer/Albaugh) 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** – In addition to written report. Layton will start sending monthly reports as we get closer to construction; OSHPD will accept alternate sewer compliance, won't accept alternate means of potable water, working on quotes for different possibilities, nothing yet regarding fire flows but it looks likely we will get exemption; created schedule for all thermostats that do not affect patients, hoping to see decrease in utility bill; SNF reno project has been delayed due to influenza lockdowns; researching nurse call vendors.

**4.3 Director of Nursing Report** – Written report provided, Judy Jacoby spoke on Theresa's behalf. PICC line – Michelle Peterson looking at contacting nurses in Redding; trainings, competencies, policies updated for insulin checking; those that did not attend skills training need to F/U with Theresa; Tamaflu was provided to patients on Saturday from Rite Aid.

**4.4 Hospice Quarterly Report** – 10/1/17 to 12/31/17 – Served 10 Pts, 310 patient days of home care, 4 patients admitted to SNF, total 99 patient days; working with finance on getting paid for hospice patients in SNF, medicare pays for hospice, medi-cal partnership pays for SNF; foundation made donation of \$40k to district for transportation, need to update policies regarding transportation.

**4.5 No One Dies Alone Presentation** – Handout provided, presented PowerPoint.

## 5. COMMITTEE MEETINGS

**5.1 Finance Committee** – IT and acute presented; concern about lab revenue reduction.

**5.1.1 Dec. 2017 Financial Review – (Albaugh/Hathaway) All approved**

**5.1.2 SNF Van Purchase** – Need to replace SNF Activities van, does not come 4x4 from manufacturer; haven't discussed trade in value of old van but will look into; approx. \$64k; no special requirements for driver's licensing since 10 or less seating capacity. **(Albaugh/Hathaway) All approved**

## 5.2 Strategic Planning Committee

**5.2.1 Committee Report – Chair Kerns** – Dialysis program doesn't seem to be a viable program, no possibility of partnership, recommend to full board to not move further on program, maybe revisit in a few years, will continue contact with other facilities to see if any changes; want to plan strategic planning retreat (when, where, who); discussed potentially opening assisted living in the future.

## 5.3 Quality Committee

**5.3.1 Committee Meeting – Chair Vasquez** – Hospice, infection control, safety, PRIME reported; discussed creating templates for managers to fill out before meetings to streamline efficiency.

## 6. New Business

**6.1 P&P Quarterly Summary – (Beyer/Hathaway) All approved**

**6.2 Org Chart Updates Approval** – Minor adjustments still need to be made, governance org chart would be helpful, Quality will work on, also discussed creating workflow chart **(Albaugh/Beyer) All approved**

**6.3 Compliance Committee** – Provided handout; it is not mandated that we have a compliance committee but it would be best practice; 2 items completed, rest in process; quarterly compliance meeting, monthly trainings via email; will discuss meeting structure, content, need to meet; committee structure, continue on agenda, add line item to committee agendas regarding content and frequency, further discussion needed, no vote today

**6.4 Meeting Agenda/Minutes Template Revisions** – will make changes to agenda and meeting template, work on adding time allotted to agenda items

## 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** – Intranet, working on getting out in next few months, one location for all employee info, secure employee website; SVMS continuing work on connecting HIE; employee meetings on Feb. 7 & 8; 2017 annual report is in the mail;

**Judy Jacoby, CNO** – SWOT and Gap analysis, working with mock surveyor & quality consultants, focusing on outdated nursing policies, reporting for SNF to get back to 4 or 5 stars;

**Travis Lakey, CFO** – No additional comments.

**Marlene McArthur, IHF CEO** – IHF board meeting on 15<sup>th</sup>, discussed scholarships and finances; election of officers, no changes; option to change ex officio officer, welcome members from strategic planning; anonymous scholarship donor decided to re-fund for non-nursing schooling; will be doing Hawaii condo & pig raffle at employee meetings; new grant writer hired as independent contractor; \$85k gift donations from appeal letter; \$8k in sponsors for Chocolate Festival, goes towards new wing campaign, so do funds from golf tournament; stores are doing great, 2017 net \$12k gift shop; 2017 net \$52k for thrift store; money goes to IHF mini grants for equipment;

**8. Information/board education/announcements:**

**Board comments, upcoming events, etc.**

ACHD Leadership conference in Feb, Val is presenting as a Bright Spot, Beatriz & Jessica going

**9. Announcement of CLOSED SESSION – 3:18 pm**

**9.1 Personnel Government Code 54957**

**MEDICAL STAFF REAPPOINTMENT**

1. Paul Johnson, MD
2. Edward Richert, MD

**MEDICAL STAFF STATUS CHANGE**

1. Temoor Anwar, MD

**10. Reconvene Open Session – 3:40 p.m.**

**Report Closed Session Actions – Approved credentials Vasquez/Beyer - All Approved**

**12. Adjournment:** There being no further business, at the hour of 3:40 p.m. p.m., President Kerns declared the meeting adjourned.

Next meeting Wednesday, February 28, 2018 – 1:00 pm Burney