

Chief Executive Officer
Louis Ward, MHA



Mayers Memorial Hospital District

Board of Directors
Michael D. Kerns, President
Beatriz Vasquez, PhD, Vice President
Abe Hathaway, Secretary
Allen Albaugh, Treasurer
Laura Beyer, Director

**Board of Directors
Regular Meeting
Minutes**

July 23, 2018 1:00pm
Boardroom (Fall River Mills)

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: Abe Hathaway called the regular meeting to order at 1:05pm on the above date.

BOARD MEMBERS PRESENT:

Abe Hathaway, Secretary
Allen Albaugh, Treasurer
Laura Beyer, Director

ABSENT:

Mike Kerns, President
Beatriz Vasquez, Vice President

STAFF PRESENT:

Louis Ward, CEO
Travis Lakey, CFO
Ryan Harris, COO
Candy Vculek, CNO
Keith Earnest, CCO
Amanda Harris
Jack Hathaway
Val Lakey
Kelly Babajan
Jessica Stadem, Board Clerk

2 CALL FOR REQUEST FROM THE AUDIENCE - PUBLIC COMMENTS OR TO SPEAK TO AGENDA ITEMS

None

3 APPROVAL OF MINUTES

3.1 A motion/second carried; Board of Directors accepted the minutes of June 27, 2018 Albaugh/Hathaway **Approved All**

4 DEPARTMENT/OPERATIONS REPORTS/RECOGNITIONS

4.1 Telemedicine Presentation – Amanda Harris presented PowerPoint, connected with Dr. Siddiqui TeleMed2U Chief Medical Officer, explained scheduling process, discussed view on expansion within rural healthcare in future.

4.2 A motion/second carried; Kelly Babajan was recognized as June Employee of the Month. Beyer/Albaugh **Approved All**

4.3 Director of Quality – Presented PowerPoint; metrics based on 100 point scale, assigned to us because we are small hospital (under 50 beds); CHPSO patient safety event definitions expanding, allowing for more reports; discussed how past surveys, RN staffing affect star rating, will be visiting Eastern Plumas facility and see how they are running things; will probably see another SNF survey revisit in October, full survey in January.

4.4 Director of Public Relations & Legislation – Provided handout, will attach. Will be doing role playing activities for WPV; participate in PRIME TLC calls, getting ideas about how to educate community more; still missing 25-30 employees for emergency notification system (cell phone numbers); IPG meeting CMS requirements, one successful tabletop so far; storing fire department emergency command trailer at annex, designating seat for each different local entity in event of emergency; will be redirecting advertising dollars after TV contract is up.

4.5 Hospice YE Report – Will report in August.

4.6 Policy Process Review – Provided handout, will attach; explained what policies go where and why; only policies regarding administration, finance, personnel, adding or removing service, or new policies come to board for approval.

5 BOARD COMMITTEES

5.1 Finance Committee

5.1.1 Committee Meeting Report – Surgery department reported; viewed feasibility study presentation by Wipfli.

5.1.2 A motion/second carried; acceptance of June 2018 Financial Review, A/P, A/R. Albaugh/Hathaway **Approved All**

5.1.3 A motion/second carried; approved FY19 Budget. Albaugh/Beyer **Approved All**

5.1.4 Wellness Feasibility Study: Reviewed items discussed by Wipfli during Finance presentation, total cost is about \$5.8million, projections do not take into account extra revenue to ancillary services brought into hospital; table until August meeting when all members are present; discuss retail pharmacy on separate agenda item.

5.2 Strategic Planning Committee

5.2.1 Strategic Plan not prepared, no action taken.

5.3 Quality Committee

5.3.1 Committee Meeting Report – Beatriz was absent, not able to give report.

6 NEW BUSINESS

6.1 Licensure Change – A motion/second carried; CDPH reissued license, reduced acute general care beds to 16. Albaugh/Hathaway **Approved All**

6.2 1956 Building – Explained issues with building, received preliminary bid to demolish building, would want to inform public of issues and process. Albaugh/Beyer **Approved All**

Motion/second carried; will take next step in looking for formal bid on demolition project and move forward.

6.3 Retail Pharmacy – Agreed that retail pharmacy is important service and needed in community. Beyer/Albaugh **Approved All**

A motion/second carried; will look for building to purchase/rent and move forward with retail pharmacy.

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| 6.4 | Burney Urgent Care Clinic – Do not have a current quote on project for bringing outpatient clinic to Burney; discussed opening Burney clinic before Wellness Center to cover services in the meantime. | Albaugh/Hathaway | Approved All |
| A motion/second carried; will get architectural quotes for Burney clinic. | | | |
| 6.5 | Vacated MVHC Building – Once MVHC vacates Fall River clinic building, will move HR, Finance, Business Office into building, Admin will move to current Finance/HR; will have to reevaluate where to put Hospice; no board action needed. | | |
| 6.6 | Resolution 2018-10 Board Election – A motion/second carried. | Hathaway/Beyer | Approved All |
| 6.7 | Policies for Approval A motion/second carried; acceptance of all policies, with change noted below. | Beyer/Hathaway | Approved All |
| | <ul style="list-style-type: none"> • Scope of Services MMHD – Update to include SEMSA information where appropriate. | | |
| 7 | ADMINISTRATIVE REPORTS | | |
| 7.1 | Chief's Reports | | |
| 7.1.1 | CEO: OSHPD onsite last week, had old TIO (inspector information), we did submit revised TIO; had been working on footings without proper inspections, currently shut down but were not forced to shut down, only recommended to slow down and get caught up on paper work; moving to cost of living wage increase instead of merit based wage increase; nursing compensation strategy, comparison to other facilities, may need to adjust minimum base rate; working on new scorecard goals, staying in line with strategic plan; holding employee meetings in august; presenting to Rotary this week on building project. | | |
| 7.1.2 | CCO: Nothing in addition to written report. | | |
| 7.1.3 | CFO: Nothing in addition to written report. | | |
| 7.1.4 | CNO: Provided written report. Looking at phase 2 regulations in SNF, meeting majority, building competency based orientation process; summarize from written report; working with NPH on how to handle long-term nursing issues, working on communication and process for dealing with nurses that we complain about; working on staffing control charts to determine actual need, in an effort to hire and reduce registry, still in early steps of working with Hunter Ambrose on recruitment, will have better idea of status in a few months; | | |
| 7.1.5 | COO: Fire flow official approval from OSHPD; have spent \$16k to furnish new house, \$10k for construction; started laundry facility today; still struggling to staff dietary, will fully reopen to staff on August 1, hiring interim director of dietary services, will be RD, background in recruiting; discussed drug test policy, want to bring in Libby and possibly employment lawyer to discuss options, bring info to next meeting; trees down at laundry facility, fence will be up this week. | | |
| 7.2 | Construction Change Orders – None. | | |
| 8 | OTHER INFORMATION/ANNOUNCEMENTS | | |
| | None | | |
| 9 | ANNOUNCEMENT OF CLOSED SESSION – 4:48pm | | |
| 9.1 | Government Code Section 54962: Quality Assurance: Quality Improvement Issues, Medical Staff Report | | |
| 9.2 | Personnel Government Code 54957 | | |

Public records which relate to any of the matters on this agenda (except Closed Session items), and which have been distributed to the members of the Board, are available for public inspection at the office of the Clerk to the Board of Directors, 43563 Highway 299 East, Fall River Mills CA 96028. This document and other Board of Directors documents are available online at www.mayersmemorial.com.

9.3 Real Property Government Code 54956.8

9.4 Pending Litigation Government Code 54956.9

10 RECONVENE OPEN SESSION – No action taken.

11 ADJOURNMENT – 5:05pm

Next Regular Meeting – August 22, 2018 (Burney)

I, Mike Kerns, Board of Directors President, certify that the above is a true and correct transcript from the minutes of the regular meeting of the Board of Directors of Mayers Memorial Hospital District


Board Member


Board Clerk