

Chief Executive Officer
Louis Ward, MHA



Mayers Memorial Hospital District

Board of Directors
Beatriz Vasquez, PhD, President
Abe Hathaway, Vice President
Laura Beyer, Secretary
Allen Albaugh, Treasurer
Jeanne Utterback, Director

**Board of Directors
Regular Meeting
Minutes**

September 25, 2019 – 11:00 am
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: Beatriz Vasquez called the regular meeting to order at 11:00 am on the above date.

BOARD MEMBERS PRESENT:

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

ABSENT:

STAFF PRESENT:

Louis Ward, CEO
Ryan Harris, COO
Keith Earnest, CCO
Candy Vculek, CNO
Jack Hathaway
Chris Broadway
Karina Aceves
Val Lakey, Board Clerk

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

3 APPROVAL OF MINUTES

3.1 A motion/second carried; Board of Directors accepted the minutes of August 28, 2019 **Albaugh/Utterback** **Approved All**

4 DEPARTMENT/OPERATIONS REPORTS/RECOGNITIONS

4.1 A motion/second carried; Karina Aceves was recognized as August Employee of the Month. Resolution 2019-12 **Albaugh/Beyer** **Approved All**

4.2 401K Annual Report

4.3 **Director of Nursing** – Theresa Overton – (see attached) Candy Vculek was available to answer questions as Overton is on vacation. There were some questions regarding the retention and incentive program and the reasons potential candidates decline job offers. Working on registry competencies.

4.4 **Director of Quality** – Jack Hathaway – (see attached). PRIME reporting is due on the 30th. For the first time we have numerator and denominator in the adult population. Telemed has helped significantly. The lack of collaboration from clinic and lack of CPT code implementation had made it difficult for us with the child population. Partnership HQIP. There will be some funds. Meaningful Use. RL6 – Celebrate the wins. There will be a Quality RN starting soon.

5 BOARD COMMITTEES

5.1 Finance Committee

5.1.1 **Committee Meeting Report:** Met Sep 25, 2019. In the finance notes – it shows \$200,000 under – this is because we recognize IGT funds on a cash basis instead of an accrual basis. Board needs to recognize the need to stay lean with spending no matter what the financial situation is. We need to pay attention to opportunities to make strategic moves while we can afford to capture opportunities within the community.

5.1.2	August 2019 Financial Review, AP, AR and acceptance of financials.	<i>Hathaway/Utterback</i>	<i>Approved All</i>
5.1.3	Mindray Project – Cost has reduced since it was first brought to the board. See finance committee notes.	<i>Albaugh/Hathaway</i>	<i>Approved All</i>
5.2	Strategic Planning Committee Chair Albaugh		
5.2.1	Committee Meeting Report – No Committee Meeting - Next scheduled meeting is October 15 th at 12 noon in Fall River.		
5.3	Quality Committee Chair Beyer		
5.3.1	Committee Meeting Report – See minutes from the regular committee meeting.		
6	NEW BUSINESS		
6.1	Board By-Law Review – Will be due for approval in 2020		
6.2	Board Assessment Process – Will make a decision next month on what format to use. Board will review provided samples.		
6.3	Policy & Procedure – Discussion about policy and procedure committee and the process	<i>Beyer/Utterback</i>	
	<ol style="list-style-type: none"> 1. Alternate Sources of Energy 2. Chemical Spill 3. Chemical Spill - Operating Room 4. Compressed Gas & Oxygen Use 5. Discount Payment Policy 6. Emergency Sewage & Waste Disposal Policy 7. Equipment Cleaning - CR 8. HHS POVERTY GUIDELINES MMH389 9. Internal Reporting Of Overpayments, Self-Disclosure, And Repayments For Federal Health Programs 10. Resident Transfer-Discharge Summary-Plan MMH609 		
7	ADMINISTRATIVE REPORTS		
7.1	Chief's Reports		
7.1.1	<p>CEO: In addition to the written report, Ward highlighted the pharmacy and the progress after the Sep 4th opening. Working with insurance companies. Working on 340B program. There are a lot of transfer refills waiting. #40B was discussed at great length – process, requirements, etc.</p> <p>Employee meetings went well – about 70 employees total attended.</p> <p>Looking at employee benefits – will be under what we budgeted for the annual increase. Looking close at Prescription and Dental coverage.</p> <p>Things are going well with the Day Care project. Secured a director and location. There is a possibility of grant from Shasta County.</p> <p>Versa Badge to track physicians' time in the Emergency Department. Looking at the Hospitalist program – the program is currently through MVHC. The clinic would like to get out of providing hospitalists. MMHD is working on other options.</p> <p>More to come at Strategic Planning.</p>		

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.

7.1.2 **CCO:** IN addition to the written report: We are moving forward with 3rd party evaluator for schedule on the building project. There will be a site visit and a schedule created for completion.

7.1.3 **CFO:** A/R days are at 52. Collected \$2 mil first 2 months of fiscal year. Things are looking positive.

7.1.4 **CNO:** Working on LEAN value streams for SNF. Developing performance improvement. Can do a presentation about the process
SBAR – Situation Background Action Response
Foreign nurses may still be viable. 8 – 12 weeks and we may have an RN.

7.1.5 **COO:** Oct. 8th Susan Reid
Mattea Watkins started last week; will cover the pharmacy.
Physical Therapy equipment donation.
School Telemed program through HRSA grant will start October 30th.

7.2 **Construction Change Orders:** \$358, 063.84 Plus \$176,619.00 Domestic Water Tank – Looking at 6 month delay from OSHPD on water tank

8 OTHER INFORMATION/ANNOUNCEMENTS

Legislative Update

9 ANNOUNCEMENT OF CLOSED SESSION – 1:20 pm

9.1 **Government Code Section 54962:**

9.2 **Real Property Government Code 54956.8 – Authorizing an offer of \$250,000 contingent on OSHPD** *Hathaway/Utterback*

9.3 **Litigation Government Code 54956.9 – Change orders for new building.**

9.4 **Personnel Government Code 54957 – No Action**

10 RECONVENE OPEN SESSION: 2:00 pm

11 ADJOURNMENT

Next Regular Meeting: October 23, Burney , 1:00 pm

I, _____, Board of Directors _____, 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