

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

February 26, 2020 – 1:00 pm
Burney Boardroom

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 1:01 pm on the above date.

BOARD MEMBERS PRESENT:

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

ABSENT:

Marlene McArthur
Val Lakey

STAFF PRESENT:

Louis Ward, CEO
Ryan Harris, COO
Keith Earnest, CCO
Travis Lakey, CFO
Candy Vculek, CNO
Amanda Harris
Jessica DeCoito, 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 January 29, 2020. **Utterback/Hathaway** **Approved All**

4 DEPARTMENT/OPERATIONS REPORTS/RECOGNITIONS

4.1 A motion/second carried; Cristi Cotney was recognized as January Employee of the Month. Resolution 2020-03 **Hathaway/Albaugh** **Approved All**

4.2 Take Four Mental Health Program – Amanda Harris: Mayers, MVHC, Telemed2U and FRJUSD are all working together to put this program together. 6 site coordinators and programs at school sites in FRJUSD. Goals are to provide access to talk therapy for immediate needs when the school psychologist isn't available – limit disruption of school time or parents time – support local community services for the schools. Dr. Masters and Jill Reed are acting counselors for the schools. Surveys have been conducted and show that students are aware of the program, mental health is a stigma, and FRJUSD principals recognize the need to create more hours for the students. The next steps are to create a logo, presenting at a conference in Maryland in March, continue to gather data, and work on a smoother rollout with consent forms for next year. Three-year program, but will put measures in place for the program to continue.

4.3 MHF Quarterly Report – Executive Director Marlene McArthur

4.4 Safety 6 Month Report

5 BOARD COMMITTEES

5.1 **Finance Committee**

5.1.1	Committee Meeting Report: PT presentation – staffed at 3 fulltime therapists. And looking at specialized therapy sessions for more patients.		
5.1.2	January 2020 Financial Review, AP, AR and acceptance of financials. Retail Pharmacy report should include P&L for March.	<i>Hathaway/Utterback</i>	<i>Approved All</i>
5.1.3	Finance Quarterly Review		
5.1.4	Annual Audit Review: results of the 2019 Financial Statement Audit. The audit is a shared public report. Financially we are better in 2019 compared to 2018.		
5.2	Strategic Planning Committee Chair Albaugh		
5.2.1	Committee Meeting Report – March 16 th move – keep at 12 pm		
5.3	Quality Committee Chair Beyer		
5.3.1	Committee Meeting Report – align with strategic objectives and changes of report format. Will also include any LEAN projects.		
6	NEW BUSINESS		
6.1	Policy & Procedure Approval	ATTACHMENT G	<i>Beyer/Utterback</i> <i>Approved All</i>
	<ol style="list-style-type: none"> 1. Clinic Social Worker Core Privileges 2. CRNA, Nurse Anesthetist, Certified Registered Core Privileges 3. Optometry Core Privileges 4. Psychology Core Privileges 5. Satellite and Home Office Security 6. Standardized Procedures and Protocols for Midlevel Providers 		
	Remove #5 Satellite and Home Office Security – revisit how it’s written so that it addresses the policy and procedure. Report at March meeting.		
6.2	Board Member Education Questionnaire: provided questionnaire that Laura created. Some things that came out – understanding the finances, passing down the knowledge, understanding how roles work here, etc. Create a link on the intranet for Board Member Resources. Start with assembling all materials. And cover something new each meeting. Have something ready for March.		
6.3	LAFCO – Louis Ward: it is a Board decision to nominate candidates for the LAFCO Board, 3 seats open. No nominations at this time.		
7	ADMINISTRATIVE REPORTS		
7.1	Chief’s Reports		
7.1.1	CEO: a mechanical failure happened and the response time from MMHD team and local fire fighters was amazing. Some bugs were noticed in the process of notifying all necessary emergency personnel, and issues are being worked out. Electric audit is taking place to find what our options for replacing aging HVAC units’ facility wide would be. Electrician on staff is investigating facility wide electrical issues that they can fix. March 6 th Regional CEO Meeting – covering multiple issues and updates. Annual Report mailer has been sent out. Daycare is progressing along. Coronavirus preparation is in full force. Employee meetings are coming up with lots of agenda items to cover. ACHD Leadership Conference was last week – great conference and lots of good content. Beatriz and Jeanne were also in attendance. Hospice is working on getting a firm to come in to look at billing, marketing, referrals, staffing, etc. Emergency Binder – bright red and located throughout the facilities.		

7.1.2 **CCO:** Respiratory therapists are doing great and a very busy January.
Retail Pharmacy: 340B – still waiting for the training but went live in January 1st. Telemedicine adding is Rheumatology.

7.1.3 **CFO:** Expecting cash to go up after QAF. Waiting on that to come in – slower than usual.

7.1.4 **CNO:** We are hiring CNAs, LVNs & RNs. We are doing a lot of process improvement work. Shift change will happen in conjunction with the new time clock system on March 29th – start time will change facility wide – options are 6:30 or 7:00, employees will get to vote. Working with College of the Siskiyou's on the CNA classes that will be completely taught on site. Uniform rollout will include a read and sign of the Dress Code Personal Appearance.

7.1.5 **COO:** still waiting on definitive date on electrical hook up for NHW. Meetings have been pulled together between all parties to figure out what is wrong and how to fix it so we can get moving. Water Tank portion of the project will be complete with the portions that were approved but we will pull the electrical portion of the project to complete with a different contractor. Boiler Skid has been approved and will be installed on the 3rd of March. Clinic dates were pushed to allow the contractors to do a more thorough bid. Clinic will look like an early May construction start date. Demolition project – lots of comments received back – working on addressing those comments. We will have to apply for additional extensions, but open conversation has been kept with OSHPD. SNF Refresh will be updating all sinks to be ADA compliant. Admin & Finance Building is progressing along very well.

7.2 ED of Community Relations and Business Development.

7.3 **Construction Change Orders:** none

8 **OTHER INFORMATION/ANNOUNCEMENTS**

9 **ANNOUNCEMENT OF CLOSED SESSION –**

9.1 **Government Code Section 54962: STAFF STATUS CHANGE**

1. Thomas Kurian, MD – Telemedicine to Inactive
2. William Woodard, MD – Telemedicine to Inactive
3. Joanna Carlson, MD – Consulting to Inactive
4. William Randazo, MD – Consulting to Inactive
5. Gabe Garton, CRNA – AHP to Inactive

AHP APPOINTMENT

1. Jody Crabtree, PA – Hospitalist
2. Fred Jones, PhD – Psychologist
3. Reed Whittington, CRNA – Anesthetist

AHP AMENDMENT TO PRIVILEGES

1. Heather Corr, PA – Hospitalist

MEDICAL STAFF REAPPOINTMENT

1. Dale Syverson, MD – General Surgery
2. William Dykes, MD – Emergency Dept.
3. Edward Richert, MD – Family Medicine

MEDICAL STAFF APPOINTMENT

1. Mustafa Ansari, MD – Telemedicine, Neurology
2. Anthony Willis, MD – Telemedicine, Radiology

3. Brent Tilseth, MD - Telemedicine, Radiology
4. Anjali Roy, MD – Telemedicine, Radiology
5. Austin Peters, MD – Telemedicine, Radiology
6. Aaron Wickley, MD – Telemedicine, Radiology
7. Tyler Barr, MD – Courtesy, Emergency Dept.
8. Jed L. Freeman, MD – Consulting, Oncology

.2 **Real Property Government Code 54956.8 No action**

.3 **Litigation Government Code 54956.9**

.4 **Personnel Government Code 54957 – No Action**

11 **RECONVENE OPEN SESSION: 4:30pm**

12 **ADJOURNMENT**

Next Regular Meeting: March 25, 2020 – Fall River Boardroom

I, Beatriz Vasquez 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

Beatriz J. Vasquez
Board Member

Jessica DeCerto
Board Clerk