

Chief Executive Officer
Louis Ward, MHA



Mayers Memorial Hospital District

Board of Directors
Jeanne Utterback, President
Beatriz Vasquez, PhD, Vice President
Tom Guyn, MD, Secretary
Abe Hathaway, Treasurer
Tami Vestal-Humphry, Director

Board of Directors
Regular Meeting
Minutes
April 28, 2021 – 10:33 am
Teleconference Only

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: Jeanne Utterback called the regular meeting to order at 10:33 am on the above date.

BOARD MEMBERS PRESENT:
Jeanne Utterback, President
Beatriz Vasquez, PhD, Vice President
Tom Guyn, MD, Secretary
Abe Hathaway, Treasurer
Tami Vestal-Humphry, Director

STAFF PRESENT:
Louis Ward, CEO
Ryan Harris, COO
Keith Earnest, CCO
Travis Lakey, CFO
Val Lakey, ED of CR & BD
Amanda Ponti, Clinic Manager
Jessica DeCoito, Board Clerk

ABSENT:

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 March 31, 2021.	<i>Guyn, Hathaway</i>	<i>Guyn-Y Hathaway-Y Humphry-Y Utterback-Y Vasquez-Y</i>
3.2	A motion/second carried; Board of Directors accepted the minutes of April 1, 2021 Emergency Meeting.	<i>Guyn, Hathaway</i>	<i>Guyn-Y Hathaway-Y Humphry-Y Utterback-Y Vasquez-Y</i>
3.3	A motion/second carried; Board of Directors accepted the minutes of April 14, 2021 Special Meeting.	<i>Guyn, Hathaway</i>	<i>Guyn-Y Hathaway-Y Humphry-Y Utterback-Y Vasquez-Y</i>

4 DEPARTMENT/OPERATIONS REPORTS/RECOGNITIONS

4.1	A motion/second carried; Pam Sweet was recognized as March Employee of the Month. Resolution 2021-09. Pam has been a huge help with the vaccination clinics with scheduling and keeping everyone in the know.	<i>Hathaway, Guyn</i>	<i>Guyn-Y Hathaway-Y Humphry-Y Utterback-Y Vasquez-Y</i>
4.2	Mayers Rural Health Clinic Update: Comments: things ran very well and nice, providers were exceptional. One thing that would be nice is to get chairs into each exam room. We need to make sure that the clinic phone number is included on all Clinic PR. We have seen 96 patients since we opened a just a week ago. We can now see Partnership patients which should increase patient load.		

5 BOARD COMMITTEES

5.1 Finance Committee			
5.1.1	Committee Report: We heard from Acute Social Services, Activities, and Staff Development departments. We can now admit patients into the SNF. Activities is busy with keeping the residents schedule full with all sorts of different activities, while keeping social distancing measures a priority. Having a second van has been a huge help for Activities and getting patients to appointments. Relias has been a huge help with staff training and keeping everyone up to date during COVID. And we don't have certification lapses because Relias has been a huge help in keeping employees on tasks.		
5.1.2	March 2021: Retail Pharmacy showed a profit for this month. The consultant showed us we had inventory surplus and a reconciliation done to make our numbers best. We also discussed a 340B renegotiation with MVHC.	<i>Hathaway, Humphry</i>	<i>Guyn-Y Hathaway-Y Humphry-Y Utterback-Y Vasquez-Y</i>
5.1.3	Daycare Budget Increase: Recommendation from Finance to increase the budget an additional \$25,000 to take care of the additional TI Permit conditions that would include the updating of ADA features. Motion/seconded carried; approval to increase the budget for necessary ADA upgrades.	<i>Hathaway, Vasquez</i>	<i>Guyn-Y Hathaway-Y Humphry-Y Utterback-Y Vasquez-Y</i>
5.2 Strategic Planning Committee Chair Vasquez			
5.2.1	SP Planning Session: Rescheduled to June 23 rd .		
5.3 Quality Committee Chair Utterback			
5.3.1	Committee Meeting Report – Great accomplishment and kudos to the Physical Therapy department for having all staff members hired under MMHD – no travelers. Hospice End of Life Quality Rating: reported to our Electronic Health Records and CMS looks at the reports, but we have already improved the poor ratings. And these ratings have become a constant item being worked on.		
6 NEW BUSINESS			
6.1	Policy & Procedure Summary: A motion/second carried; Board of Directors accepted the Policy & Procedure summary.	<i>Vasquez, Hathaway</i>	<i>Guyn-Y Hathaway-Y Humphry-Y Utterback-Y Vasquez-Y</i>
6.2	Policy Manuals Requiring Signature: As a Board member you have the responsibility over policies. This process ensures that we, MMHD staff, follows the policy, reviews policies and adjusts policies when needed. A motion/second carried; Board of Directors accepted the Policy Manuals.	<i>No Action taken – Action will be review of manuals by individual Board Members and acceptance/approval in MCN Portal</i>	
6 ADMINISTRATIVE REPORTS			
6.1	ED of Community Relations & Business Development: Seismic Bill update: we should know more about our 2030 requirements within the next month. Other: There are a lot of bills on the table that would affect us financially if all passed. Lots of work on the Hazard Pay bill.		
6.2	Chief's Reports		
6.2.1	CFO: Hospital and Retail Pharmacy had a great month. HQAF Supplemental payment structure has been a priority for us. Louis will sit on a coalition with CHA to understand this and advocate for Critical Access Hospitals and District Hospitals.		
6.2.2	CCO: COVID Vaccinations have dropped off – was 180 a week and now we're barely reaching 90. 600 doses in the deep freezer. Additional outreach has begun and partnerships created with Mercy and Meals on Wheels to help those who are homebound. Johnson & Johnson vaccine is available again.		
6.2.3	CNO: Anticipation on moving back to Purple Tier in Shasta Co. this next week but doesn't stop our visitation with SNF residents. Mock Survey went very well with minor fixes that were fixed before mock surveyor left. Acute Mock Survey will take place in May and all departments are getting prepped. We are working to find ER nurses to hire on permanent positions. COVID screening is still in place and COVID testing for employees who are in direct patient care continue to occur. Radiology functionality is down with our main room. We have the		

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vendor on site working on a solution. A portable unit is being provided by the vendor to help us continue to provide our services.

6.2.4 **COO:** Demo project has started with trench being cut, gas lines being cut/capped, and lots of prep work. Laundry facility work has begun construction but we are waiting on the electrical contractor to give us a schedule update for his work.

6.2.5 **CEO:** \$150 Billion went to the state and they are trying to figure out how to spend that. Shasta Co. will receive \$31 million at this time – money has to be spent on COVID related reasons. Working with County Administrator and Shasta Co. Public Health on ideas of how to spend that. HVAC updates for hospitals and schools is one great thing we could use the money towards. Contract with a firm to do a Physician Search for both the hospital and clinic. Kudos to MMHD Staff on the presentation for Dr. Watson. SP Session reschedule date and time: June 23rd is a potential date, which would include moving the June Board meeting from the 29th to the 23rd. Location would be the Intermountain Fair Heritage Room. And use the same “day of” schedule.

9 OTHER INFORMATION/ANNOUNCEMENTS

9.1 Board Member Message: Employee of the Month, Clinic Update and include the telephone number, demolition of the 1953 building started, Relias training program, extra work for Covid vaccinations being done, end with honoring Dr. Watson with the new campus.

10 ANNOUNCEMENT OF CLOSED SESSION – 12:18 pm

10.1 **Pending Litigation Government Code 54596.9: Upcoming Mediation:** Discussion took place. A consensus was reached unanimously.

12 RECONVENE OPEN SESSION: 1:00 pm

13 ADJOURNMENT: 1:00 pm

Next Regular Meeting: May 26, 2021

I, Jeanne Utterback, 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

Jeanne Utterback
Board Member

Jessica Secato
Board Clerk