

Chief Executive Officer
Louis Ward, MHA



Mayers Memorial Hospital District

Board of Directors
Regular Meeting
Minutes
June 23, 2021 – 10:30 am
Teleconference Only

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

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 10:31 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
Travis Lakey, CFO
Candy Detchon, CNO
Val Lakey, ED of CR & BD
Jessica DeCoito, Board Clerk

ABSENT:
Keith Earnest, CCO (excused - working Pharmacy)

2 CALL FOR REQUEST FROM THE AUDIENCE - PUBLIC COMMENTS OR TO SPEAK TO AGENDA ITEMS: NONE

3 APPROVAL OF MINUTES

A motion/second carried; Board of Directors accepted the minutes of May 26, 2021. *Hathaway, Vasquez* *Approved by All*

4 DEPARTMENT/OPERATIONS REPORTS/RECOGNITIONS

- 4.1 A motion/second carried; Kristi Shultz was recognized as May Employee of the Month. Resolution 2021-12. Retail Pharmacy Technician. *Vasquez, Guyn* *Approved by All*
- 4.2 Mayers Rural Health Clinic Update: statistics with regards to financials can be found in the financial packet. We should focus on the statistics for the clinic not financials. CFO to include a note about clinic financials in the Financials. Include Clinic acronyms spelt out in report.

5 BOARD COMMITTEES

5.1 Finance Committee

- 5.1.1 **Committee Report:** financials were sound and solvent. Discussion took place around 340B and how this change will happen. Retail Pharmacy has inventory cycles that will appear as a hit but certain months won't have such a dramatic change.
- 5.1.2 **May 2021:** Discussion around Retail Pharmacy and 340B took place. Motion moved, seconded and carried to approve May 2021 Financials. *Hathaway, Humphry* *Approved by All*
- 5.1.3 **Board Quarterly Finance Review:** recommendation from Finance Committee to approve the quarterly finance review. Motion moved, seconded and carried. *Hathaway, Humphry* *Approved by All*
- 5.1.4 **Annual Budget Hearing: 2022 Budget Approval (Resolution 2021-13):** positive bottom line and buffers have been built in with regards to increase in payroll/salaries. Motion moved, seconded and carried. *Hathaway, Humphry* *Approved by All*

5.2 Strategic Planning Committee Chair Vasquez

- 5.2.1 **SP Planning Session:** following regular board meeting at 1:00 pm

5.3 Quality Committee Chair Utterback

5.3.1	Committee Meeting Report – Dr. Ikuta – new ER Doctor – has been working out great.		
5.3.2	Hazard Vulnerability Assessment: requirement in the 4-part emergency preparedness ruling in CMS. This report shows us what we need to prepare for: natural risks, human caused risks, etc. Safety Committee prepares the assessment and then provides the report to the Board and MMHD Staff to follow. This is required for when we are surveyed. Helps us gauge our trainings and competencies that we need to work on for the year. Annual requirement to complete. Recommended for approval from Quality Committee. Motion moved, seconded and carried for approval.	Guyn, Vasquez	<i>Approved by All</i>
6	NEW BUSINESS		
6.1	Appoint Ad Hoc Committee for CEO Evaluation: President Utterback has appointed Beatriz Vasquez, PhD to chair the committee. Also serving on the committee will be President Utterback. Previous process of CEO Evaluation was discussed. The process for this year will be the same format as last year.		<i>Appointed by Chair</i>
6.2	Resolution 2021-11 District Name Change: We are currently Mayers Memorial Hospital District. We have advanced beyond the hospital setting and broadened into a Retail Pharmacy and Rural Health Clinic. We would like to change from “Mayers Memorial Hospital District” to “Mayers Memorial Healthcare District.” This is the first step in the process of changing our name: we have a checklist of entities to contact to make the name change occur. Motion moved, seconded and carried for approval.	Vasquez, Humphry	<i>Approved by All</i>
7	ADMINISTRATIVE REPORTS		
7.1	ED of Community Relations & Business Development: Legislative session has been busy. AB749 – medical director certification: we want some language added in for alternative means of certifying – CHA is in support if this amended can occur. Marketing: met with MHF Director Tracy Geisler to work on collaborative efforts for both entities. Amanda Harris with Telemedicine has been working with marketing strategies to update on the website. Seismic bill will probably go through as a trailer bill in the budget as a Disaster Readiness bill. And would focus on disaster readiness for patients rather than preparing a building for a disaster. This would also provide us an extended timeline to 2037.		
7.2	Chief's Reports		
7.2.1	CFO: PPE forgiven loan was forgiven. Rate Range payment came in over what was expected which was a nice surprise.		
7.2.2	CCO: Biologics on the hood was tested and we are awaiting results. Physical Therapy created a relationship with Owens Pharmacy for equipment and devices that will support our local community.		
7.2.3	CNO: Lab Hood is still providing some issues with installation but we are doing this in house, rather than through the contractor. We are still meeting all patient needs with Microbiology down but soon we can pick back up. CNA classes will have one more round with Shasta College while we await out application to be approved to have our own. Working on a part time/temporary surgery department nurse to help us while we have an opening in our surgery department.		
7.2.4	COO: Daycare drawings have been received. Scope of work includes bathroom updates and some sink updates. We will submit to the county next week and hopefully have a quick turnaround. Work will be done in house by our Engineering team. Internet is back up to full capacity in FR but internet in Burney is only at half capacity after issues were found. Clinic had 39 patients yesterday. Soil Condition on Demolition site: two locations that have been found as an issue. First, the old lobby and parking area cannot pass compaction. One solution is to pull it out and bring to another site and take out moisture but we run into the risk for not passing compaction still. Another option is to assume the risk on making the area into parking with the potential of other issues that could come up. The soil under the Acute building is of concern. Soil Engineer is onsite today looking at soil condition and our hope is to just focus on the 3% of the Acute building that we are replacing with the new seismic wall. Laundry Facility: waiting on mop sink and then we can start calling for inspections and construction finals. We are working on a re-deployment plan for the laundry facility and the current relationship we have		

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.

with AlSCO. Legionella: we have our domestic and fire line being separated under the demo project. The new lines will be installed in zones so we don't have to shut down one wing to correct/clear/clean another wing.

- 7.2.5 **CEO:** New AFL (all facilities letter) came out from CDPH. We are looking at the differences between the SNF versus the other departments in the hospital. Once we reach 70% vaccination rate, we plan to put a new COVID Mitigation plan together to submit to CDPH. COVID vaccinations have declined but we are moving the vaccinations down to the Rural Health Clinic in Burney. Dr. Ikuta has joined our ER team to help out with some shifts. We have had conversations with other ER doctors that are interested in taking shifts as well. PG&E – big generator that was brought in for any PSPS events that would bring in power. Thank to Val for all the work done with PG&E and the state. We are looking at new EMR (electronic medical record) – EPIC. Nursing went through a test run and LOVED it. We will continue to research and discuss this moving forward with the hospital. Voucher Program for the District will be discussed in the SP Session. Site visit from CEO at John C. Fremont Medical Center and went over a multitude of services and updates we have done here at MMHD. CEO Ward shared a special thanks from the residents that includes a small album of photos and thank you cards.

8 OTHER INFORMATION/ANNOUNCEMENTS

- 8.1 Board Member Message: Employee of the Month, Annual Budget has been approved, SP updates, District Name Change.
Early Bird ACHD Meeting Registration: look at dates, location, and share information with Board Members.

9 ADJOURNMENT: 12:42 pm

Next Regular Meeting: July 28, 2021 – location TBD

I, Jeanne Witterback 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 Witterback
Board Member

Jessica DeCort
Board Clerk