

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
December 1, 2021 – 1:00 pm
FR Boardroom & Zoom

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 1:02 PM 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
Keith Earnest, CCO
Candy Detchon, CNO
Val Lakey, ED of CR & BD
Tracy Geisler, MHF Executive Director
Jessica DeCoito, Board Clerk

ABSENT:

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

3 SPECIAL PRESENTATION: RECOGNITION OF EMPLOYEES YEARS OF SERVICE

REBEKAH BOUSE
JODI GARCIA
SHAYLENE HERNDON – EMPLOYEE OF THE YEAR

4 APPROVAL OF MINUTES

- | | | | |
|-----|---|-------------------------|------------------------|
| 4.1 | A motion/second carried; Board of Directors accepted the minutes of October 27, 2021. | <i>Vasquez/Hathaway</i> | <i>Approved by All</i> |
| 4.2 | A motion/second carried; Board of Directors accepted the minutes of November 4, 2021. | <i>Hathaway/Vasquez</i> | <i>Approved by All</i> |

5 DEPARTMENT/OPERATIONS REPORTS/RECOGNITIONS

- | | | | |
|-----|--|------------------------|------------------------|
| 5.1 | A motion/second carried; Amanda Harris was recognized as October Employee of the Month. Resolution 2021-19. | <i>Vasquez/Humphry</i> | <i>Approved by All</i> |
| 5.2 | Mayers Healthcare Foundation Quarterly Report: Northstate Giving Tuesday results are \$27,641 raised. Out of 180 other charities, we were at the 9 th best listed. This is a record for our Mayers Healthcare Foundation. Our items for sale in the Retail Pharmacy and Thrift Store has shifted to helping out our local artists and craftsmen. Mary Rainwater will fill the Thrift and Gift position where Kandi Dekker was. Some new hours for the Thrift Store will be available soon – stay tuned! | | |

6 BOARD COMMITTEES

6.1 Finance Committee

- | | | | |
|-------|--|-------------------------|------------------------|
| 6.1.1 | Committee Report: Heard from Acute Director of Nursing: COVID numbers are trending down. And the focus to hire full time employees in the department. Facilities & Engineering also reported and showed that we save a lot of money by doing our projects in house versus hiring contractors. | | |
| 6.1.2 | October 2021 Financials: motion moved, seconded and carried to accept the financials. | <i>Hathaway/Humphry</i> | <i>Approved by All</i> |

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|----------|--|-------------------------|------------------------|
| 6.1.3 | Board Quarterly Finance Review: motion moved, seconded and carried to accept the quarterly finance review. | <i>Hathaway/Vasquez</i> | <i>Approved by All</i> |
| 6.1.4 | CHFFA Loan for replacement of PRIME program payments: Resolution 2021-20 (Exhibit A). Some hospitals experienced cash flow issues when Prime program went away and before QIP became open. A lot of hospitals are taking this loan opportunity to help each other out. MMHD was prepared for this transition period but DHLF (District Hospital Leadership Forum) wants everyone to participate regardless of the need. Recommendation from Finance to approve. Motion moved, seconded and carried to submit application. | <i>Hathaway/Vasquez</i> | <i>Approved by All</i> |
| 6.2 | Strategic Planning Committee Chair Vasquez | | |
| 6.2.1 | Committee Report - No additional comments from what was submitted in DRAFT minutes. Parking lot is being paved in the Demolition project as we speak. | | |
| 6.3 | Quality Committee Chair Utterback | | |
| 6.3.1 | Committee Meeting Report – December 8 th meeting has been pushed to the January meeting date. | | |
| 7 | OLD BUSINESS | | |
| 7.1 | Policy & Procedure Approval: No Show Policy update: research was conducted on the “Patient No Show” fee that we could apply. Most other facilities/organizations do not apply fees for no shows. | | |
| 7.2 | Board Assessment Review: Review of the assessment. Next year’s assessment clarify question 3. Some areas of improvement and opportunity but always good to keep improving and growing each year. | | |
| 7.3 | Board By-laws: Planned for review process for this next year. | | |
| 8 | NEW BUSINESS | | |
| 8.1 | Policy & Procedure Approval: None for November-December | | |
| 8.2 | Organizational Analysis: Board will review and bring back to January meeting for final approval. | <i>No Action taken</i> | |
| 8.3 | Annual Organizational Process | | |
| 8.3.1 | Officers & Committees: The Nominating Committee report is attached. Proposed candidates for approval: President: Jeanne Utterback Vice President: Tami Vestal-Humphry Secretary: Beatriz Vasquez Treasurer: Abe Hathaway Director: Tom Guyn | <i>Vasquez/Hathaway</i> | <i>Approved by All</i> |
| | Motion moved, seconded and carried to approved the Nominating Committee Report. | | |
| 8.3.2 | 2022 Board Calendar: Discussion about restructuring reports at each committee meeting. Need to revisit who needs to report for compliance, and who is reporting to just report. Report at January meeting with updates. | <i>No Action taken</i> | |
| 9 | ADMINISTRATIVE REPORTS | | |
| 9.1 | ED of Community Relations & Business Development: Piper Lakey has been job shadowing with us through the Growing our Own program. Shout out to Dana Hauge for all her hard work with outreach to all patients. Meetings with the Clinic staff to help connect Emergency Department follow ups with our Clinic doctors. Patients leaving the ED can even make an appt at the front desk with the Clinic providers. Vouchers are ready to head out on December 8 th . | | |
| 9.2 | Chief’s Reports | | |
| 9.2.1 | CFO: Provider Relief Fund reporting has been submitted. Cost Reports are in. | | |
| 9.2.2 | CCO: Awarded \$40,000 grant to help get Partnership Patients opportunities to get fully vaccinated, in addition to providing them with information regarding all the services our clinic and hospital can provide them. Big thank | | |

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.

you to Laura Beyer, Grant Specialist at the Mayers Healthcare Foundation for all of her work on this grant. Merck Oral Medication for treatment of COVID is becoming available and MMHD is going through the process to be a provider of this medication. Kudos to our IT department working through the internet issues at the Retail Pharmacy. The Clinic has submitted the application to be able to administer the vaccines to children.

9.2.3 **CNO:** Skilled Nursing Facilities are both in Green status. Very busy time for two COVID units open and operating this past month. The COVID unit on SNF has closed but the unit on Acute is still open. Kudos to the Nursing teams working together to get the units covered. And kudos to the Operations team that helps stand up and break down the units as needed.

9.2.4 **COO:** Laundry Facility is not done. Our plumber on the job has passed and we are now working on the replacement plumber to come in and finish the job. We really need our Laundry facility back open to help keep our supplies of linens back up. Plumas and Modoc Purchasing facilities have met to do a supply sharing program. We have already used the system to procure items. Hired another MA and a new Coder for the Clinic. Paving is taking place at the Demo Project. Our network security program has proved beneficial and has already caught some issues. And we have formed an IT Security committee that will meet regularly.

9.2.5 **CEO:** COVID has a 0% positivity rate the week of November 22nd and that percentage hasn't been seen since July. A lot of talk on the Omnicron variant – continue to read and do research. Radiology Interim Manager, April Hodge, has joined us. And our Imaging department has extended their hours to help meet hours outside of business times. Northstate Giving – big thank you to each team player and congrats on such a successful day. Thank you to Lisa Zaech on the Organizational Analysis and the organization of the Years of Service recognitions. Thank you to Val on the Voucher program. Thanks to all the staff on the many COVID outbreaks – stand up and break downs. Uncle Grumpy's BBQ food will be on site Friday, December 3rd and at the Retail Pharmacy on Saturday, December 4th. Christmas activities going on this month.

10 OTHER INFORMATION/ANNOUNCEMENTS

10.1 Board Member Message: acknowledge the years of service, giving Tuesday results, voucher program

11 ANNOUNCEMENT OF CLOSED SESSION: 3:29 PM

11.1 **Personnel Government Code 54957: CEO appointment and employment process** Discussion
Nothing to report from Closed Session.

12 ADJOURNMENT: 5:15 pm

Next Regular Meeting: January 26, 2022

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 DeCoy
Board Clerk