

Chief Executive Officer
Chris Bjornberg



Mayers Memorial Hospital District

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

Board of Directors
Regular Meeting
Minutes
March 30, 2022 – 1:00 pm
FR Boardroom & Microsoft Teams

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
Tami Vestal-Humphry, Vice President
Beatriz Vasquez, PhD, Secretary
Abe Hathaway, Treasurer
Tom Guyn, MD, Director

STAFF PRESENT:

Chris Bjornberg, CEO
Ryan Harris, COO
Travis Lakey, CFO
Keith Earnest, CCO
Candy Detchon, CNO
Val Lakey, ED of CR & BD
Theresa Overton, DON Acute
Jessica DeCoito, Board Clerk

ABSENT:

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

3 PRESENTATION: WIPFLI ANNUAL AUDIT SUMMARY

Summary presentation of the Required Communication, Financial Statement Review, Financial Analysis, and Accounting Standards update was provided. Another clean audit with no findings and Mayers continues to better its financial ratios to increase financial stability. Thank you to Eric Volk from Wipfli for the in-person presentation. And a thank to the Wipfli team for helping get Mayers to our financial standings today.

4 DEPARTMENT/OPERATIONS REPORTS/RECOGNITIONS

4.1 A motion/second carried; Board of Directors accepted the minutes of February 23, 2022 *Guyn/Hathaway Approved by All*

5 DEPARTMENT/OPERATIONS REPORTS/RECOGNITIONS

5.1 A motion/second carried; Kevin Smith was recognized as February Employee of the Month. Resolution 2022-04. Works in EVS in the Annex. Really well liked by everyone in Burney. *Humphry/Guyn Approved by All*

5.2 Director of Nursing – Acute: glad to report that our COVID unit is currently closed. Thankful for our registry and traveler nurses. OPM has been very a beneficial service to our district. Cancer services have been very helpful for patients too. We are continuing our search for a CRNA and a provider that would replace Dr. Syverson when he retires in October. Conversations are taking place with Modoc Medical Center regarding sharing the services of a CRNA and Surgeon to provide both districts with our patient's needs.

6 BOARD COMMITTEES

6.1 Finance Committee

6.1.1 **Committee Report:** Retail Pharmacy expenses are up with traveler helping cover shifts, and medications being ordered. We will be bringing a consultant back in to look at collections and what's going on with that.

6.1.2 **February 2022 Financials:** motion moved, seconded, and carried to *Hathaway/Humphry Approved by All*
accept the financials.

6.1.3	Board Quarterly Finance Review: motion moved, seconded and carried to approve.	<i>Hathaway/ Humphry</i>	<i>Approved by All</i>
6.1.4	EHR Selection: Paragon and Epic will run for a couple of months past the go live date on the EHR. Every department in the hospital will go on CERNER with the exception of the Retail Pharmacy. Nursing staff brought up that CERNER understands the swing bed status for our rural CAH where Epic didn't. Annually \$643,000. Motion move, seconded and carried to move forward with CERNER for our new EMR.	<i>Hathaway/ Guyn</i>	<i>Approved by All</i>
6.1.5	Retail Pharmacy Proposals: Stewart Signs is a stock sign. Western Sign is a custom built. Significant difference in price for custom vs. stock. This sign provides a service to all MMHD services and to our district community events. No action taken to sign a proposal at this meeting. Motion moved, seconded and carried to have staff work to open a permit for the sign.	<i>Humphry/ Vasquez</i>	<i>Approved by All</i>
6.1.6	HVAC Project: Dietary HVAC will be pulled from this project. A temporary solution has been provided and staff will move forward with the fix on the current system. OR HVAC rough order of magnitude budget has been provided. Current staff recommendation is to not take action on a current HVAC project at this time. Master Planning will show everything we can do in Surgery to bring everything up to date including the HVAC unit. No action taken.		<i>No Action taken</i>
6.1.7	Daycare Project: Previous daycare model can longer go forward with Tri-County Community Network. At this time, MMHD is presented with running the daycare in house. We would have to hire a Daycare Director and our own staff. Models for other district hospital daycares show no profit on their operation. But they did note that it does help as an employee benefit and helped with staff morale. Staff was directed to continue the research and explore our options.		<i>No Action taken</i>
6.1.8	Mindray Quote: current proposal is for \$62,068 and we need the approval to push forward with the order. However, we are working with Mindray reps. to get the promised \$20,000 in return to take the price down to \$42,068. Motion moved, seconded and carried to proceed forward.	<i>Guyn/Hat haway</i>	<i>Approved but All</i>
6.1.9	Annual Audit Summary Acceptance: financially flexible. Motion moved, seconded and carried to accept the audit.	<i>Hathawa y/Humph ry</i>	<i>Approved by All</i>
6.2	Strategic Planning Committee Chair Vasquez:		
6.2.1	Committee Meeting Report – Draft minutes attached. Discussion about the 2030 requirements to meet. And carried into the HVAC project discussion.		
6.2.2	Master Planning Process: Suggested by legal counsel to look into hiring a firm that will provide a full master planning of the entire facility. This does include a community needs assessment that allows our community to voice their opinions of what they believe MMHD needs to do. Staff recommendation to proceed forward with setting up an RFP/RFQ to begin the Master Planning process with a firm. Motion moved, seconded and carried to move forward with the Master Planning process.	<i>Vasquez/H athaway</i>	<i>Approved by All</i>
6.3	Quality Committee Chair Utterback		
6.3.1	Committee Meeting Report – DRAFT minutes attached. Lab cultures are up and running and provide immediate information for our OPM patients. Dr. Syverson is a big part of our outstanding patient services, and we will be sad to seem him go. Quality statistics are becoming better and better each day. On going discussion regarding our requirements within Board Quality and if we need to restructure the unique way that we meet our requirements.		
7	OLD BUSINESS		
7.1	Board Calendar: still collecting data from other facilities to see what our requirements are and what we need to be reporting on. Our Burney and Fall River Boardroom rotations will pick back up. No action taken.		<i>No Action taken</i>

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.

7.2 **Leadership Development Education Opportunities:** research continues for leadership and educational opportunities. And a policy is being created that will be presented. This includes opportunities for both staff and board of directors.

8 NEW BUSINESS

8.1 **Policies & Procedures: CEO Compensation** Vasquez/Guyn Approved by
Motion moved, seconded and carried with a change to the title to "Board All
Guidelines for CEO Compensation"

8.2 **Shasta Count COVID Report:** review of the report provided in the packet. Trends showed for Shasta County are like that of the country.

9 ADMINISTRATIVE REPORTS

9.1 **ED of Community Relations & Business Development:** written report submitted. Marketing is taking place on multiple outlets like TV, Pandora and Spotify, newspaper, and social media. Emergency Preparedness trainings went well. Beta representative was on site last week and things went great. ACHD email coming out from Val with information regarding bills going to legislature.

9.2 Chief's Reports

9.2.1 **CFO:** Good work with the audit.

9.2.2 **CCO:** Respiratory Mask fit testing at Driscoll's is taking place today. Take4 Mental Health is not being pursued through the school at the end of this grant.

9.2.3 **CNO:** CNA class just passed all of their state tests. Another class is taking off. Brigid and Jack were huge driving forces behind this CNA class and we are so excited to see it taking off. Ambulance coverage has been an issue with staff in Burney. There are discussions going on between MMHD staff and ambulance services.

9.2.4 **COO:** Update on med gas/alarm panel – upon reinstallation and exploratory work, we have found that this service needs to be repaired. We are awaiting on a bid from Intech to get this project done. We are working with HCAI on this. This will delay the final close out of the demo project. Rural Health Clinic expenses were up, and revenues were down. This can be attributed to extra COVID tests being purchased for patients. A consultant is onsite today to look at our billing and coding, that will help correct the swings in revenue. Our patient capacity with Partnership has been increased significantly.

9.2.5 **CEO:** Pi Day was really fun! Attended the Rotary meeting and answered a lot of questions. Employee Council met and discussed a lot of great things centered around our employees. One topic was "Employee of the Month" – and how this can change to give more than 12 employees kudos for their work. Conversations with Modoc Medical Center are taking place about working together to hire a CRNA to work at both locations. Met with MVHC CEO and conversed about our relationship and how we are going to work with each other going forward. Partnership issues are taking place within their system. Envision, who contracts our ER providers, is looking to negotiate our contract. We are looking at our options and discussing new structures.

10 OTHER INFORMATION/ANNOUNCEMENTS

10.1 Board Member Message: Employee of the Month, Audit results, Health Fair, Shasta Co. COVID Report, CNA Class Success

11 ANNOUNCEMENT OF CLOSED SESSION

12 CLOSED SESSION

12.1 **Personnel Govt Code 54957: Personnel Complaints**

12.2 **Personnel Govt Code 54957: CEO Probationary Period & Annual Evaluation Process**

Discussion

13 ANNOUNCEMENT OF OPEN SESSION

14 ADJOURNMENT:

Next Regular Meeting: March 30, 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 DeCairo
Board Clerk

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