

Chief Executive Officer  
Chris Bjornberg



**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**

October 26, 2022 – 1:00 pm  
Pit River Lodge & 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.*

**CALL MEETING TO ORDER:** Jeanne Utterback called the regular meeting to order at 1:03 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

**ABSENT:**

Valerie Lakey, CPRO

**STAFF PRESENT:**

Chris Bjornberg, CEO  
Travis Lakey, CFO  
Ryan Harris, COO  
Theresa Overton, CNO  
Keith Earnest, CCO  
Libby Mee, CPRO  
David Ferrer, Respiratory Lead  
Jack Hathaway, Director of Quality  
Moriah Padilla, Acute Manager  
Jessica DeCoito, Board Clerk

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

**3 DEPARTMENT/OPERATIONS REPORTS/RECOGNITIONS**

3.1 A motion/second carried; Board of Directors accepted the minutes of September 28, 2022. **Vasquez, Humphry** **Approved by All**

**4 DEPARTMENT/OPERATIONS REPORTS/RECOGNITIONS**

- 4.1 A motion/second carried; Hollie Lappin was recognized as September Employee of the Month. Resolution 2022-13. This honor has come at very opportune time. Recently, IT experienced a staffing shortage and Hollie stepped in without any issue. She did an excellent job meeting the needs of our hospital during this shortage. Well-deserved honor. She has been an integral part of our team. **Vasquez, Humphry** **Approved by All**
- 4.2 Safety Quarterly: written report is submitted. A location has been found to house the Shasta Co. Sheriff's department within the hospital for some onsite presence. They will not be there all the time, just when they need a working space – which they currently don't have.
- 4.3 Respiratory Therapy: PFT's – working on getting registered (pulmonary function technologist) to become certified. Planning to set up appointments at clinics for pulmonary screening. Allows our local community to know that we have the services for pulmonary screening locally. We have also been researching the opportunity to have a sleep lab. Asthma education courses are being set up to help educate the community.
- 4.4 Employee Housing: October 12<sup>th</sup> was our promotional video footage day at the lodge. Streamlined the cleaning process by changing the linen for the rooms. Currently have 16 on campus staying, with one nighter coming in each day and leaving. Nursing has received a lot of great feedback from the traveling nurses.
- 4.5 Construction-Project Management: updates provided on the strategic priorities by COO. Gathering information for workman's comp for construction/maintenance department to establish a safety program. Some setbacks were

experienced with the IOR testing. But have some headway made for getting a test scheduled for after the first of the year.

<b>5</b>	<b>BOARD COMMITTEES</b>		
5.1	<b>Finance Committee</b>		
5.1.1	<b>Committee Report:</b> Reviewed the finances and notes provided by the CFO. Retail Pharmacy and RHC have positive bottom lines. Uptick in volumes for all hospital departments. 340B program updates have been going great. Maintained our Triple B rating with Finch, which helps us with getting loans and financing. Looking at how we can reduce our energy use to help with PG&E costs. We will do the State Retention Pay and that application is due in December. We will then know what the state will match by January, and we can issue in February. Continue to work on the GPO analysis. Working with Wipfli for the Debt Capacity Study to see what we can afford to build out of the Master Planning Services.		
5.1.2	<b>September 2022 Financials:</b> motion moved, seconded, and carried to approve financials.	<i>Hathaway, Humphry</i>	<i>Approved by All</i>
5.1.3	<b>Disposal of Property – 43216 5<sup>th</sup> Street, FRM, CA – APN 032-160-029:</b> requirement to offer the house for sale. Motion moved, seconded, and carried to approve the letter and proceed forward.	<i>Hathaway, Humphry</i>	<i>Approved by All</i>
5.1.4	<b>IV Pumps:</b> The proposed IV Pumps will take our current system, which is archaic and at end of life, to a whole new level. They meet Cerner interfaces, meets JCHAO accreditation, and 7 Patient Safety measures/goals. Lots of safety features built in. Very user friendly as well. Motion moved, seconded, and carried to purchase the Ivenix IV Pumps for \$216,820.00 with \$13,600 every year after that.	<i>Humphry, Vasquez</i>	<i>Approved by All</i>
5.1.5	<b>Notice to Award Master Planning Services Contract to Aspen Street Architects, Inc. Resolution 2022-12:</b> After proposals were received, a scoring committee individually scored the proposals, and a summary was created. A discussion took place over the scoring, and it was a unanimous decision to recommend the award to Aspen Street Architects, Inc. Motion moved, seconded, and carried to award Aspen Street Architects, Inc, at the price of \$177,870.00 and an add alternate option for Criteria documents at \$309,941.00.	<i>Hathaway, Vasquez</i>	<i>Approved by All</i>
5.2	<b>Strategic Planning Committee Chair Vasquez:</b> No October Meeting		
5.3	<b>Quality Committee Chair Utterback:</b> DRAFT Minutes attached. Gathering the data to set up dashboards for Quality has proved difficult. A meeting has been set up with Department managers and leads to set expectations, allow for questions, and create understandings of who is available for questions and support.		
<b>6</b>	<b>OLD BUSINESS</b>		
6.1	<b>By-Laws Review – First Reading:</b> A DRAFT copy with the changes that were made was provided in the packet. Amendments to make strikeout on 3.2 “All officers will serve a two-year term.” Strikeout on 3.3.1 “two” and add in “one”. On 3.4.2 (a) strikeout “On even years”. Board Clerk to make the changes and provide second reading at next Board Meeting.		<i>No action taken</i>
6.2	<b>BOD Assessment Process:</b> No changes made – please send out the survey monkey.		
<b>7</b>	<b>NEW BUSINESS</b>		
7.1	<b>Policy &amp; Procedure Summary:</b> motion moved, seconded, and carried to approve the summary.	<i>Hathaway, Humphry</i>	<i>Approved by All</i>
7.2	<b>Nominating Ad Hoc Committee for Board Officers – Appointed by Chair:</b> Jeanne Utterback and Abe Hathaway have been appointed by the Chair to report at the December Board meeting.	<i>Appointed by Chair</i>	
7.3	<b>Motion moved by Director Vasquez, seconded by Director Humphry to add onto New Business “ACHD Board of Directors Application Letter of Support for J. Utterback”. 2/3 vote received.</b>	<i>Vasquez, Hathaway</i>	<i>Approved by All</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](http://www.mayersmemorial.com).

An open seat is available as Beatriz retires from her role with ACHD Board of Directors. Jeanne Utterback has accepted the invitation and must apply by November 4<sup>th</sup>. This application requires a letter of support from MMHD Board of Directors. Beatriz has provided a letter (Exhibit) to be signed by her as Secretary of the Board.

Motion moved, seconded, and carried to approve letter for J. Utterback application.

**8 ADMINISTRATIVE REPORTS**

**8.1 Chief's Reports: written reports provided in packet**

- 8.1.1 **CFO:** Financial notes provided in email. No further updates.
- 8.1.2 **CHRO:** Written report submitted. New ultrasound tech has started. Radiology Tech has accepted but still two openings available. Acute Care RN has accepted a full time/permanent role. A new IT employee began today, with other IT roles being filled. We will be using a dashboard to track employee immunizations rather than a paper process. Kudos to Libby and Shay on all the amazing work our HR team is doing for our current and prospective employees.
- 8.1.3 **CPRO:** Written report submitted. Kudos on the Cornerstone Ceremony.
- 8.1.4 **CCO:** Hospice Chaplain has been hired – Allison Mackey has accepted this role. Respiratory has been flying solo this month with just David – so kudos to covering all shifts. Kristi Schultz has been working very hard on the 340B program. Nephrology will be available through Telemedicine.
- 8.1.5 **CNO:** SNF update: Green in Burney. Red in FR. If we do not have any more positives starting today, we will be able to go to Green on November 5<sup>th</sup>. Most of the positive residents are asymptomatic or very little symptoms. We did get a visit from the State on Infection Control issues. The State representative was very happy with our current protocols in place and commended us on our work. Discussion about the communication to family members on current protocols to help keep them educated about the current requirements. Continue to work on building a surgery team to get surgeries back up and running in our facility. Dr. Magno has officially taken over Outpatient Medical now that Dr. Syverson on is officially retired.
- 8.1.6 **COO:** We have been on Fire Watch in both facilities. We have received communication errors in our fire panels in both FR and Burney. Our tech was onsite today to fix the issue, and happy to report that our issue has been fixed. Currently three HVAC units are down. One will need to be replaced and we will know about the other two once the technician can diagnose the units on Friday. We are researching our options currently. Mobile Clinic - working on the application process now with the help of Wipfli. We will finish the application process once our unit is on site. We hope to be up and running in the Spring. Cerner: the project team attended the OCHC Conference in Kansas City this past week. We enjoyed the Community Works Sessions that included round tables with other hospitals who are in the implementation phase or just implemented. We will not get our July 1 go live – we will have July 24<sup>th</sup> as our go live.
- 8.1.7 **CEO:** ACHC vs TJC discussion took place. Director of Quality: Jack Hathaway was present for discussions. We will continue to collect information on ACHC and TJC to bring back at the December Board Meeting with pricing differences as well. Appointed as the CHA Northern Section Chair today. The Becker Podcast interview is live, and a copy will be shared. On December 7<sup>th</sup> is the Flagpole Ceremony. We will be opening an anonymous compliance platform for anyone that would like their voice to be heard but anonymously.

**9 OTHER INFORMATION/ANNOUNCEMENTS**

- 10.1 Board Member Message: Employee of the Month, New Hospice Chaplain, SNF changes for Covid, Medical Equipment upgrades, Active Shooter, and Safety trainings
- December 7<sup>th</sup> Finance Meeting will be at 12:00 pm with a lunch.

**10 ANNOUNCEMENT OF CLOSED SESSION: 3:58 pm**

**11 CLOSED SESSION**

**12.1 Med Staff Credentials – Government Code 54962**

**Medical Staff Appointment**  
Haroon Rehman, MD – Oncology

*Credentials  
approved  
unanimously*

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**Medical Staff Reappointment**

David Panossian, MD – Pulmonary Care

Julia Mooney, MD – Pathology

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**12 ANNOUNCEMENT OF OPEN SESSION: 4:00 pm – Med Staff Credentials approved unanimously**

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**13 ADJOURNMENT: 4:00 pm**

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Next Regular Meeting: December 7, 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 DeCeto  
Board Clerk