

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
December 7, 2022 – 1:00 pm
FR Boardroom

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:

STAFF PRESENT:

Chris Bjornberg, CEO
Travis Lakey, CFO
Ryan Harris, COO
Theresa Overton, CNO
Valerie Lakey, CPRO
Keith Earnest, CCO
Libby Mee, CPRO
Tracy Geisler, MHF Executive Director
Jack Hathaway, Director of Quality
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 October 26, 2022. *Guyn, Vasquez* *Approved by All*

4 DEPARTMENT/OPERATIONS REPORTS/RECOGNITIONS

4.1 A motion/second carried; Ellie Joraanstad was recognized as October Employee of the Month. Resolution 2022-14. Ellie has grown into a confident, skilled, and kind nurse. She is passionate about what she does and shares her knowledge with others. She is a fantastic patient advocate and cares deeply about the community members she cares for. Ellie is a team player, wonderful to work with and is always striving to do her best. *Humphry, Vasquez* *Approved by All*

4.2 A motion/second carried; Regina Blowers was recognized as November Employee of the Month. Resolution 2022-15. Regina has been with MMHD since she was 18 years old. She is now teaching the CNA Class and setting up our team for success. Our previous students who now work for MMHD have nothing but wonderful things to say about Regina and are so thankful she is a part of our team. *Humphry, Vasquez* *Approved by All*

4.3 Hospice Quarterly: written report submitted. Hospice will be implementing a new program in conjunction with Cerner.

4.4 Mayers Healthcare Foundation Quarterly: written report submitted. We had a phenomenal year with growing our foundation's wealth and providing for our healthcare district needs. Northstate Giving Tuesday was a great event bringing in \$24,100. Eight weeks till Denim & Diamonds Hospice Gala – January 28th. A Summit with MHF and MMHD

Chiefs will be taking place to help our boards understand how we help each other. We have had some new board members that will be joining officially at the January Board Meeting. We are now located in Burney.

5	BOARD COMMITTEES		
5.1	Finance Committee		
5.1.1	Committee Report: Retail Pharmacy and Clinic is looking good. Mobile RHC is onsite in Burney.		
5.1.2	October 2022 Financials: cost reports are turned in and we have some money coming back for last years books. Debt Capacity study is going on to see what our limitations are for Master Planning. Motion moved, seconded and carried to approve financials.	<i>Hathaway, Humphry</i>	<i>Approved by All</i>
5.2	Strategic Planning Committee Chair Vasquez: No October Meeting		
5.3	Quality Committee Chair Utterback: No October Meeting		
6	OLD BUSINESS		
6.1	By-Laws Review – Second Reading: motion moved, seconded, and carried to approve the by-laws.	<i>Vasquez, Guyn</i>	<i>Approved by All</i>
6.2	BOD Assessment Survey Results: thank you to Lisa for assembling and compiling all off this data. Discussion about the survey took place. Areas of opportunity: <ul style="list-style-type: none"> - Set up a better Board Orientation program - Board vacancy publicity 		
7	NEW BUSINESS		
7.1	Policy & Procedures: <ol style="list-style-type: none"> 1. Charity Care Policy 2. HHS Poverty Guidelines – 75% MMH 388 	<i>Guyn, Humphry</i>	<i>Approved by All</i>
7.2	Organizational Analysis: needs to be combed through for grammar and spelling errors. (Hospital to Healthcare) (intermountain should be capitalized). Board would like to see this report completed and presented in August. Motion moved, seconded, and carried with the spelling and grammar changes that need to take place.	<i>Hathaway, Guyn</i>	<i>Approved by All</i>
7.3	Annual Organizational Process		
	Officers and Committees for 2023: written report provided at meeting. Motion moved, seconded, and carried to approve the report as provided. President – Abe Hathaway Vice President – Jeanne Utterback Secretary – Tom Guyn, M.D. Treasurer – Tami Humphry Director – Les Cufaude		
7.3.1		<i>Vasquez, Humphry</i>	<i>Approved by All</i>
	Board Quality: Tom and Les Finance: Tami and Abe Strategic Planning: Jeanne and Abe Foundation Representative: Tami		
7.3.2	2023 Board Calendar: corrected dates were provided to BOD by email. Motion moved, seconded and carried.	<i>Guyn, Hathaway</i>	<i>Approved by All</i>
7.4	Accreditation Decision: presentation provided in person. TJC (The Joint Commission) is going to be more expensive than ACHC. They both provide the same level of guidance but at different viewpoints. Staff is recommending ACHC. Motion moved, seconded and carried to move forward with the ACHC Accreditation.	<i>Hathaway, Humphry</i>	<i>Yes – 4 No - 1</i>
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. Averages were added to the charts for us to see the averages throughout the year.		

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 Director's documents are available online at www.mayersmemorial.com.

- 8.1.2 **CHRO:** working on the wage scale to adjust to market rates. Getting creative about recruiting and retention. A CLS has been hired for the lab. We are now taking applications through Paycom. Holiday Time Off program starts off on January 1st.

- 8.1.3 **CPRO:** Active Shooter training was really great with 195 employees in attendance. Pit River Lodge promotional video is done and up on our website.

- 8.1.4 **CCO:** Novavax (non MRNA) is available for boosters. David is really pushing PFTs.

- 8.1.5 **CNO:** AFL came 202213.1 – effects covid and SNF. This makes the patient/resident who tests positive a “red” and becomes isolated. Then anyone exposed is “yellow” with restrictions for masking. This allows us to keep the unit open. We have reached out to get an Interim DON for SNF. And we are looking for a Utilization Nurse – this person would review patients accounts for the decision making that was made.

- 8.1.6 **COO:** Master Planning officially kicked off yesterday and wrapped up today. Surgery floor work is taking place. HVAC units have been repaired but continue to be an issue. Inspection at the Kitchen at the lodge occurred today and we passed with flying colors. We have installed a water chlorination system that has mitigated all legionella issues. Water Damage Claim at the RHC work is being done to get the issue resolved.

- 8.1.7 **CEO:** ELT and OMT have completed a DiSC profile that shows your leadership style and characteristics. We are structuring the employee evaluations and bonuses provided to a more structured program.

9 OTHER INFORMATION/ANNOUNCEMENTS

Board Member Message: Employees of the Month, Foundation Report, Pit River Lodge video, thank Beatriz Vasquez for her years of service.

10.1

Thank you to Beatriz Vasquez for her years of services to the Mayers Memorial Healthcare District.

10 ADJOURNMENT: 4:28 pm

Next Regular Meeting: January 25, 2023

I, Abe Hathaway, 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

Abe Hathaway
Board Member

Jessica DeCoito
Board Clerk