

Chief Executive Officer
Chris Bjornberg



Board of Directors
Abe Hathaway, President
Jeanne Utterback, Vice President
Tom Guyn, M.D., Secretary
Tami Humphry, Treasurer
Lester Cufaude, Director

Board of Directors
Regular Meeting
Minutes
October 25, 2023 – 1:15 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: Abe Hathaway called the regular meeting to order at 1:15 PM on the above date.

BOARD MEMBERS PRESENT:

Abe Hathaway, President
Jeanne Utterback, Vice President
Tami Humphry, Treasurer

ABSENT:

Tom Guyn, M.D., Secretary
Lester Cufaude, Director

STAFF PRESENT:

Chris Bjornberg, CEO
Travis Lakey, CFO
Ryan Harris, COO
Theresa Overton, CNO
Keith Earnest, CCO
Valerie Lakey, CPRO
Libby Mee, CHRO
Jessica DeCoito, Board Clerk

2 CALL FOR REQUEST FROM THE AUDIENCE - PUBLIC COMMENTS OR TO SPEAK TO AGENDA ITEMS:

3 APPROVAL OF MINUTES

3.1 A motion/second carried; Board of Directors accepted the minutes of September 27, 2023. *Humphry, Utterback* *Approved by All*

4 DEPARTMENT/OPERATIONS REPORTS/RECOGNITIONS

4.1 A motion/second carried; Diana Reynoso-Rodriguez was recognized as September Employee of the Month. Resolution 2023-14. Diana started out as an intern with MMHD and now she's with us full time. She has been in the Imaging department for a year now. She always has a great work ethic, a positive attitude and a happy face. She goes above and beyond her role and is always a patient advocate. Congratulations!! *Utterback, Humphry* *Approved by All*

4.2 Safety Quarterly: written report submitted. Very exciting to include the community into your Safety and Emergency Preparedness activities and training.

4.3 Respiratory Therapy: written report submitted. David is currently attending a conference.

4.4 Physical Therapy: written report submitted. Collecting Patient Satisfaction surveys. Working on a "Walk with a Doc" program to provide to the community, and includes other areas, not just PT – other areas would include Pediatric, Dentistry, Physician Assistants, etc. Developing the Safe Patient Handling program with nursing. Continue to navigate the new Cerner workflows.

4.5 Employee Housing: written report submitted. Farmer's Market plans changed with a lack of interested farmers but plans are to pick back up in May. Joey will be attending college job shows to help promote MMHD as a place to stay while they work with us. Our occupancy rate is 86% for long term housing and 53% in short term housing.

5 BOARD COMMITTEES

5.1 Finance Committee

5.1.1	Committee Report: AR has gone up due to Cerner implementation but that was expected. New insurance benefit package will be a self-insured plan – our health and gap plans will remain the same but our vision and dental are changing. Travelers cost has been increasing due to LVN cost in SNF but we are working diligently to get our LVN program up and running by next year to grow our own. Our Acute and ED registry staff numbers have gone down.		
5.1.2	September 2023 Financials: motion moved, seconded and carried to approve financials.	<i>Humphry, Utterback</i>	<i>Approved by All</i>
5.2	Strategic Planning Committee Chair Utterback: No October Meeting		
5.3	Quality Committee:		
5.3.1	Draft Minutes attached. Lots of reports available in Cerner to give us the measures and metric data we need. Jack is busy with ACHC Readiness meetings. A new P&P template has been created for everyone to use to update their policies. Physical environment has a list of required improvements in order to meet the ACHC accreditation and our team is currently working on that.		
6	OLD BUSINESS		
6.1	BOD Assessment Survey – Due by November 14 th : please add a cheat sheet for the tallying.		
6.2	By-Laws Review: update the mission statement and provide the updated version for approval at next meeting.		
7	NEW BUSINESS		
7.1	Policy & Procedure Summary	<i>Utterback, Humphry</i>	<i>Approved by All</i>
7.2	Policies & Procedures:		
	1. Blood Unit Issue/Return		
	2. Cannabis		
	3. Core Privileges in Neurology, Telemed	<i>Utterback, Humphry</i>	<i>Approved by All</i>
	4. Hours of Operation		
	5. Lab Specimen Collection and Reporting Schedules		
	6. One Step Fentanyl Test Dip Card (urine)		
	7. Petty Cash - Clinic		
8	ADMINISTRATIVE REPORTS		
8.1	Chief's Reports: written reports provided in packet		
8.1.1	CFO: New employee health benefit plans have been chosen. Retail Pharmacy has been cleaned up and financials look good. GPO came onsite and met with all the managers and lots of opportunities for savings.		
8.1.2	CHRO: Direct marketing for pharmacists will be taking place. Added the “adjusted” turnover category to the employee stats. New legislation will be phased into the program, while some are sunseting.		
8.1.3	CPRO: List of legislative bills that passed is being created for each department. 525 – minimum wage bill – is tiered for different organizations/hospitals. June 1 st , we have to move our minimum wage to \$18. AB 242 gave us the ability to hire physicians, permanently. Website updates are being made. Volunteer Luncheon is November 15 th – please join us at the lodge. Gift shop – thank you to Mary Jo McDermott for the help she is giving us. December 13 th is our next Quarterly Community Event – Master Planning Review. Met with TCCN about possibility to collaborate with them and the opportunities we have. Check out the Denim & Diamond Gala for tickets, and the Mustang tickets!		
8.1.4	CCO: A new Barrier Isolator has been purchased and installed and certified.		
8.1.5	CNO: Burney Annex has a full census. Surgery – we have lost our interim manager but have transitioned a floor nurse into the Surgery role. We have hired a scrub tech who is very excited. We continue to have conversations with general surgeons to come on board.		
8.1.6	COO: The Compliance Team survey has been wrapped up. One thing that is awesome, is The Compliance Team will conduct our Patient Satisfaction Surveys. Criteria Docs for Master Plan have been reviewed and we will be setting up a meeting for Strategic Planning for our Board members to review those current drafts.		

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.

8.1.7 CEO: Discussions about working with CHA on possible creation of legislation to benefit California CAH and District hospitals. Discussion about the impacts of AB525 being approved took place. Kudos to our MMHD team in their Cerner transition, and to keep up with all of their responsibilities.

9 OTHER INFORMATION/ANNOUNCEMENTS

Board Member Message: Solar Project, Employee of the Month, ACHD Finance Committee, Denim & Diamonds, Northstate Giving Tuesday, Flu Vaccinations, Mobile RHC, Thank you to Volunteers, Kudos to our MMHD Team as a whole

10 MOVE INTO CLOSED SESSION: 2:55 PM

Medical Staff Credentials – Government Code 54962

AHP Reappointment
Alexandra Conner, PA – MVHC Practitioner

Medical Staff Appointment
10.1 Edward P. Lane, DO – Pathology
Sasikanth Gorantla, MD – Neurology (UCD)
Melissa Asmar, MD – Neurology (UCD)
Samantha Allen, MD – Neurology (UCD)

**Approved by
All**

Medical Staff Reappointment
Jinno Magno, MD

11 RECONVENE OPEN SESSION

12 ADJOURNMENT: 3:40 PM
Next Meeting December 6, 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 Healthcare District

Abe Hathaway
Board Member

Jessica DeCanto
Board Clerk