

Chief Executive Officer
Ryan Harris



Board of Directors
Abe Hathaway, President
Jeanne Utterback, Vice President
Tami Humphry, Treasurer
Lester Cufaude, Director

Board of Directors
Regular Meeting
Minutes
February 28, 2024 – 1:00 pm
Burney 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 1:00 PM on the above date.

BOARD MEMBERS PRESENT:

Abe Hathaway, President
Jeanne Utterback, Vice President
Tami Humphry, Treasurer
Lester Cufaude, Director

ABSENT:

STAFF PRESENT:

Ryan Harris, CEO
Travis Lakey, CFO
Theresa Overton, CNO
Valerie Lakey, CPRO
Keith Earnest, CCO
Libby Mee, CHRO
Cassandra LaFave, DON SNF
Jack Hathaway, Director of Quality
Alex Johnson, Facilities & Maintenance
Marrisa Martin, TCCN
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 January 31, 2024	<i>Utterback, Cufaude</i>	<i>Approved by All</i>
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4 DEPARTMENT/OPERATIONS REPORTS/RECOGNITIONS

4.1	A motion/second carried; Milca Estrada was recognized as January Employee of the Month. Resolution 2024-03. A CNA that went through our program and is now working at the Burney Annex. Very friendly and great team player. Really cares about the residents and a wonderful CNA. Patient and caring. MMHD is very lucky to have Milca as a team player, CNA and caregiver on our team.	<i>Utterback, Hathaway</i>	<i>Approved by All</i>
4.2	Hospice Quarterly: written report submitted. Big thank you to the Foundation for the gala and the outpouring of support from our community. Review of the graph: not a great census this winter but had an uptick this past month.		
4.3	MHF Quarterly: We have 7 Board Members as of now but are looking to meet the 9 required seats in our bylaws. Working on the Health Fair, reinvigorating this event and bringing in TCCN to help them be part of the improved event. The health fair is scheduled for June 22 nd . We would really like to commend our foundation board members, volunteers and staff on their big successes in each are they encompass. Our volunteers are doing an amazing job with assuming the responsibility of the Thrift Store – encouragement to get into the store and admire their hard work.		
4.4	Quality & Risk: written report submitted. We had a provider meeting yesterday to review the QIP program for 2027 and identify measures and metrics that we can have success with on collecting information. Our Quality Program Coordinator will work closely with clinical staff to make sure we are collecting the information and gathering what we need to properly apply and meet the measures we have selected.		

4.5	Skilled Nursing Facility: Written report submitted. We have 3 CNA's who just graduated from our program with 6 signed up for the next session. We are still not allowed to admit residents but continue to work through our improvements and wait for that ok to admit. We anticipate another survey and are working on our trainings and corrections until that survey happens.		
4.6	Maintenance & Engineering: written report submitted. We are working on the physical environment updates in the hospital for preparation of ACHC.		
5	BOARD COMMITTEES		
5.1	Finance Committee		
5.1.1	Committee Report: Reviewed the January 2024 financials. We are still working on AR. Our cash on hand will dip a bit in the next 30 days. We are beginning to shop our insurance options for some better options.		
5.1.2	January 2024 Financials: motion moved, seconded and carried to approve financials.	<i>Cufaude, Humphry</i>	<i>Approved by All</i>
5.1.3	Board Quarterly Finance Review	<i>Humphry, Cufaude</i>	<i>Approved by All</i>
5.1.4	Acceptance of Annual Audit Summary	<i>Utterback, Humphry</i>	<i>Approved by All</i>
5.1.5	Proposal for HVAC Project in FR Dietary: design proposal was included in your packet. This is just for the architect to work on the design not the construction. Our rough cost looks around \$1,000,000 for construction. The units would be set up and designed in such a way that we can reuse them in the master plan. Motion moved, seconded and carried to approve the proposal.	<i>Utterback, Humphry</i>	<i>Approved by All</i>
5.1.6	Solar Project – TPX Upgrade Cost: findings were that our current transformer is not large enough for the project and will need to be upgraded. We are looking into cutting down the cost of the tie in portion of the project. And we will look into a 3 rd party that would tie in to help cut down the cost as well. Motion moved, seconded and carried to approve the upgrade.	<i>Humphry, Utterback</i>	<i>Approved by All</i>
5.1.7	Master Planning Update – FR Rural Health Clinic: feedback from our patients is that they prefer a brick and mortar clinic space rather than a mobile setting. Our architect looked into converting our current business office space into a RHC in FR. ROM is approx.. \$420,000 but could be more than that. The design proposal is \$71,000. And we will look into selling the mobile clinic. Staff will look at the communication plan for a change in the master plan. Motion moved, seconded and carried to approve the proposal.	<i>Utterback, Humphry</i>	<i>Approved by All</i>
5.2	Strategic Planning Committee Chair Utterback: No Meeting held in January		
5.3	Quality Committee: DRAFT minutes attached. The report from the Director of Quality today covered what we discussed in the last committee meeting. Our ACHC consultant has been awesome to work with. We get weekly milestones and easy, structured and manageable direction/deliverables. Staff is looking into the process efficiencies for our referrals and medical records that our patients need. Staff has already met to discuss our options and looking at the best way to keep our patients satisfaction in referrals and medical record management a priority.		
6	NEW BUSINESS		
6.1	Policy & Procedures: Ivenix SMART Infusion Pump Use Swing Bed Criteria and Pre-Admission Processes ABO/RH Confirmation of Patient Age Specific Guidelines Automated HDL Cholesterol Automated LDL Cholesterol Cholesterol Collection and Arm Band Policy	<i>Utterback, Humphry</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 Director's documents are available online at www.mayersmemorial.com.

Critical Values with Read Back
 Emergency Release of Blood
 Handling and Processing Specimens
 High Sensitivity Troponin I Ordering Protocol to Rule Out acute Myocardial Infarction
 Laboratory Environment Health and Safety
 Loci Thyroid Stimulating Hormone
 Loci Vitamin B12
 Loci Vitamin D Total Assay
 Millipore Water Culture
 Total Prostate Specific Antigen
 Total Protein
 Triglycerides
 Uric Acid
 Urinary/Cerebrospinal Fluid Protein

6.2	Organizational Chart Approval: drafted changes provided. Motion moved, seconded and approved.	<i>Cufaude, Utterback</i>	<i>Approved by All</i>
6.3	New Board Member Appointment: Jim Ferguson		
6.4	Board Member Education Plans & Options: ACHD has a Governance Tool Kit that we have access to as members of the organization. We simply provide ACHD with the emails of our Board Members and Chief team members. In the tool kit, we have at our fingertips 6 different topics that are provided in a virtual format. The option is to ask each Board member to watch a section before the Board meeting and have a review session at the board meeting.		
7	ADMINISTRATIVE REPORTS		
7.1	Chief's Reports: written reports provided in packet		
7.1.1	CFO: patients are being billed and money is being collected but our systems are talking to each other in the same speed as our staff working on the billing.		
7.1.2	CHRO: We will be reopening the ED Provider position. We are in the final steps of finalizing our CRNA contract. Partnership has some funding in a new program to help us with recruiting providers and we are enrolling now to have that opportunity.		
7.1.3	CPRO: Introduction of TCCN Executive Director, Marris Martin. She has hit the ground running and getting the program going. SB 1432 language should be coming out hopefully tomorrow in our Legislative Strategy Group meeting. Provided a presentation virtually in a webinar for ACHD – big thank you for representing MMHD and rural healthcare. Quarterly community event is March 27 th at TCCN.		
7.1.4	CCO: The pharmacy fridge is fixed! Met with MVHC CFO on how to help meet the needs of their patients in the out-lining areas. Interim Infection Preventionist has been amazing, jumping right in and taking control. We have posted a position for a Physical Therapist to help meet their volume needs our community is requiring of us. We are seeing out of our district PFT in Respiratory which means our outreach in that service is working.		
7.1.5	CNO: CDPH was onsite this week for an incident that happened in the ED, but a self-reported event. No deficiencies were noted but opportunities for additional training and education. Surgery has 25 referrals right now. We are going live on March 11 th .		
7.1.6	CEO: March 4 th – Travis, Val and Ryan will be attending the Rural Healthcare Symposium in San Diego. Eager to be there and collaborate with the other facilities on cost-based reimbursement programs. Wipfli will be helping us look at the benefits of going to cost based reimbursement. A meeting with Northern Sierra Section with CHA took place last week. A good take away was regarding ambulance services and how we can get GEMT funding. All Employee Quarterly meeting took place yesterday and one take away was looking at retention programs for our non-licensed staff, where our licensed staff are already in retention programs. ELT will be spending some time looking at the options and will present this to the board as we develop more information. Congrats to Ryan on his completion of his Master's in Business Administration with a concentration in Healthcare Administration.		

8 OTHER INFORMATION/ANNOUNCEMENTS

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- 8.1 Board Member Message: Employee of the Month, Save the Date for the Health Fair, CNA Program, FR RHC Master Planning change, surgery for colonoscopy and endoscopy services opening on March 11th, solar project construction has begun, quarterly community event

9 MOVE INTO CLOSED SESSION: 3:00 PM

Hearing (Health and Safety Code §32155) – Medical Staff Credentials

AHP Appointment: Paula Amacker, NP – Oncology (Dignity)

- 9.1 Medical Staff Appointment:
Ross Mandeville, MD – Neurologist (Telemed2U)
Galen Church, DO – Emergency Medicine

Approved by
All

10 RECONVENE OPEN SESSION

- 11 ADJOURNMENT: 3:25 PM
Next Meeting March 27, 2024

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 DeCarfo
Board Clerk