MAYERS MEMORIAL HEALTHCARE DISTRICT

Board of Directors
Regular Meeting Minutes
April 29, 2026 @ 1:00 PM
Burney Boardroom
20647 Commerce Way
Burney, CA 96013

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 Board of Directors meeting to order at 1:00 p.m. on April 29, 2026, in accordance with Robert's Rules of Order and the Bylaws of Mayers Memorial Healthcare District, which govern the conduct of the meeting.

BOARD MEMBERS PRESENT:	**STAFF PRESENT:**
Jeanne Utterback, President	Ryan Harris, CEO
Abe Hathaway, Vice President	Jessica DeCoito, COO
Tami Humphry, Treasurer	Theresa Overton, CNO
Lester Cufaude, Secretary	Travis Lakey, CFO
Jim Ferguson, Director	Libby Mee, CPO
	Dana Hauge, Director of Safety & Security
ABSENT:	Jack Hathaway, Director of Quality
Keith Earnest, CCO	Tiffani McKain, Director of Clinical Services
Val Lakey, CPRO	Kevin Davie, Director of Ancillary Services
	Lisa Neal, Board Clerk

2 **CALL FOR REQUEST FROM THE AUDIENCE - PUBLIC COMMENTS OR TO SPEAK TO AGENDA ITEMS:** No public comments.

3 **APPROVAL OF MINUTES**

3.1	A motion to accept the Regular Board Meeting minutes of March 25, 2026, as presented, was made, seconded, and carried.	**Cufaude/ Ferguson**	**Approved by All**

4 **DEPARTMENT/OPERATIONS REPORTS/RECOGNITIONS**

4.1	Resolution 2026-07 March Employee of the Month: Nichole Strahorn - for consistently demonstrating exceptional dedication and initiative. She goes above and beyond to provide quality, patient-centered care and maintains a strong work ethic throughout her shifts. She is always willing to step up when needed and takes ownership of tasks she identifies—regardless of whether they fall within her assigned duties. Her mindset reflects, "If you see it, do it," which greatly contributes to the overall success and efficiency of the facility. Her positive attitude, reliability, and commitment to excellence make her a valuable asset to our team and truly deserving of this recognition. A motion to accept the March Employee of the Month was moved, seconded, and carried.	**Hathaway/ Ferguson**	**Approved by All**
4.2	Lab – written report submitted by Sophia Rosal, Lab Manager.		
4.3	Radiology & Imaging – written report submitted by Harold Swartz, Radiology & Imaging Manager.		

	4.4	Food & Nutrition Services – written report submitted by Susan Garcia, FR Food & Nutrition Services Manager.			
	4.5	Food & Nutrition Services – written report submitted by Jennifer Taylor, Burney Food & Nutrition Services Manager.			
	4.6	Safety Quarterly Update – written report submitted by Dana Hauge, Director of Safety & Security.			
5	**BOARD COMMITTEES**				
	5.1	**Finance Committee**			
		5.1.1	Meeting Report: Chair Humphry AR days down to 64.2! Cash on Hand is 322 days! Pharmacy is doing well.		
		5.1.2	March 2026 Financial Review, AP, AR, and Acceptance of Financials. A motion to accept the March 2026 Financials was moved, seconded, and carried.	**Humphry/ Cufaude**	**Approved by All**
	5.2	**Quality Committee**			
		5.2.1	Meeting Report: Chair Cufaude The Quality Committee requested a breakdown of the Falls/Slips to include the total number of residents. QIP – we have met the Well Child Visits measurement, and the data is due to by June 15, 2026. The Service Excellence Council (SEC) has selected 3 areas of focus: 1) Doctors Explanation to Patient 2) Rate the Hospital 3) Recommending the Hospital The SEC will review and analyze the comments to identify the underlying factors and determine opportunities to improve the Top Box rating for "Recommend the Hospital."		
	5.3	**Strategic Planning Committee Report**			
		5.3.1	Committee Meeting Report: Chair Hathaway No meeting in March		
6	**OLD BUSINESS**				
	6.1	Bylaws Review - 2nd reading. A motion to accept the changes was moved, seconded, and carried.		**Humphry/ Hathaway**	**Approved by All**
	6.2	Creation of Governance Committee – 2nd reading. A motion to create a Governance Committee was moved, seconded, and carried. A second motion made that the members of the Strategic Planning Board Committee would also serve as the members of the Governance Committee		**Cufaude / Hathaway** **Humphry/ Cufaude**	**Approved by All** **Approved by All**
7	**NEW BUSINESS**				
	7.1	PIN 74 – Alternate Power Source for HVAC at the Burney Annex SNF Building. The project was approved in 2023; however, effective January 1, 2026, the regulatory requirements have changed, and the project is now classified as voluntary. The estimated project cost is $878,336. Compliance will be required at a future date that has not yet been determined. A motion to include the PIN 74 project for Alternate Source of Power for Skilled Nursing Facilities in the general contractor service contract was moved, seconded, and carried.		**Hathaway / /Cufaude**	**Approved by All**
	7.2	Resolution 2026-09 Awarding Contract for General Contractor Service for Fall River Rural Health Clinic Remodel, Day Care Remodel and Ancillary Projects**.**		**Cufaude / Hathaway**	**Approved by All**

A motion to accept Awarding Contract for General Contractor Service for Fall River Rural Health Clinic Remodel, Day Care Remodel and Ancillary Projects was moved, seconded, and carried.

	7.3	Approval of Budget for Fall River Rural Health Clinic Remodel and Ancillary Projects (Exhibit A) A motion to duly pass and adopt the budget with corrections to the cost was moved, seconded, and carried.	**Humphry / Hathaway**	**Approved by All**
	7.4	Resolution 2026-08 Awarding Contract for MMHD Project Management Services for Fall River Rural Health Clinic Remodel, Day Care Remodel and Ancillary Projects A motion to duly pass and adopt Resolution 2026-08, with correction to the cost, was moved, seconded, and carried.	**Cufaude / Ferguson**	**Approved by All**
	7.5	Resolution 2026-10 Voting Member Appointment of CEO to All Sub-Committees of the Board A motion to duly pass and adopt Resolution 2026-10 was moved, seconded, and carried.	**Cufaude / Hathaway**	**Approved by All**
8	**ADMINISTRATIVE REPORTS**			
	8.1	**Chief Reports:** ***Written reports provided. Questions pertaining to the written and verbal reports of any new items.***		
	8.1.1	Chief Operations Officer: Written report submitted by Jessica DeCoito.		
	8.1.2	Chief Financial Officer: Written report submitted by Travis Lakey. Verbally reported that there will be a $1.2m payback to Medicare due to increased Acute census in 2025.		
	8.1.3	Chief People Officer: Written report submitted by Libby Mee.		
	8.1.4	Chief Public Relations Officer: Written report submitted by Valerie Lakey.		
	8.1.5	Chief Clinical Officer: Written report submitted by Keith Earnest. Tiffani McKain and Kevin Davie were available to address questions.		
	8.1.6	Chief Nursing Officer: Written report submitted by Theresa Overton. Theresa provided an update in the SNF census of 71		
	8.1.7	Chief Executive Officer: Written report submitted by Ryan Harris. Verbally reported that Marrissa Martin has accepted the Director of Public Relations position taking on responsibilities with Val Lakey's upcoming retirement. Upcoming changes to the 340B program require a "carve in" to the hospital for ED/Outpatients. Successfully negotiated a physician employment agreement with Dr. Delaney, who will join the organization as Emergency Department Medical Director while also providing clinical coverage in the Emergency Department. In addition, there were successful renegotiations on ED provider agreements with Drs. Leach, Edholm, and Winter, eliminating the need to engage an external outsourcing agency.		
9	**OTHER INFORMATION/ANNOUNCEMENTS:**			
	9.1	Board Member Messaging: • Employee of the Month • Thank you to our Mayers Employee Giving (MEG) donors for their support • Health Fair • Golf Tournament • TCCN events • Lucky Finds Update on location and hours open • Hospital Week		
	9.2	ACHD Accreditation • Val Lakey is working on the requirements for reaccreditation by July 1.		

10	**MOVE INTO CLOSED SESSION:** A motion to move into Closed Session to discuss Medical Staff Credentials, a Pending Litigation Case, and a Personnel Matter was made, seconded, and carried. The Board moved into Closed Session at 3:54 p.m.	**Cufaude / Ferguson**	**Approved by All**
	10.1 Update on Existing Litigation (Gov. Code § 54956.9) • Case name withheld pursuant to Government Code § 54956.9		
	10.2 Personnel Matters (Gov. Code § 54957)		
	The Board adjourned the closed session with no reportable action taken at 4:34 p.m.		
11	**RECONVENE OPEN SESSION:** at 4:34 p.m. A motion to move into Open Session was made, seconded, and carried.	**Ferguson / Cufaude**	**Approved by All**
12	**ADJOURNMENT:** At 4:36 p.m. Next meeting is May 27, 2026.		

I, ______________________, Board of Directors ______________________, 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

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Board Member Board Clerk

Exhibit A

FR RHC Remodel & Ancillary Projects
Budget

Classification	Original Budget	FR RHC & Gas Line	Fire Smoke Dampers	TCCN Day Care	PIN 74	To Date Actual	Notes
Administrative & Legal Expenses	$ 14,698.00	$ 8,400.00	$ 2,550.00	$ 1,998.00	$ 1,750.00		
Building Permit & Fees (OSHPD & Co.)	$ 58,792.00	$ 33,600.00	$ 10,200.00	$ 7,992.00	$ 7,000.00		
Consultants - Project Management	$ 246,136.00	$ 75,906.50	$ 37,161.50	$ 95,906.50	$ 37,161.50		Includes reimbursable estimate spread to all 4 projects of $8102.50 ($32410.00 total)
Special Inspection & IOR	$ 15,925.00	$ -	$ 8,925.00	$ -	$ 7,000.00		
Equipment	$ 95,000.00	$ 95,000.00	$ -				
Misc.							
Total Soft Costs	$ 430,551.00	$ 212,906.50	$ 58,836.50	$ 105,896.50	$ 52,911.50		
	Budget						
Design	$ 146,980.00	$ 84,000.00	$ 25,500.00	$ 19,980.00	$ 17,500.00		
Construction	$ 2,406,000.00	$ 1,076,000.00	$ 167,000.00	$ 399,000.00	$ 764,000.00		
Deferred Submittals	$ 75,000.00	$ 50,000.00		$ 25,000.00			*Fire Alarm Panel in Burney and PG&E Work
Contingency	$ 523,720.00	$ 304,050.00	$ 89,314.00	$ 68,931.00	$ 61,425.00		
Total Construction Costs	$ 3,004,720.00	$ 1,430,050.00	$ 256,314.00	$ 492,931.00	$ 825,425.00		
Total Cumulative Costs	$ 3,435,271.00	$ 1,642,956.50	$ 315,150.50	$ 598,827.50	$ 878,336.50		