

Chief Executive Officer
Ryan Harris



Board of Directors
Jeanne Utterback, President
Abe Hathaway, Vice President
Tami Humphry, Treasurer
Lester Cufau, Secretary
James Ferguson, Director

Finance Committee
Meeting Agenda
July 30, 2025 @ 11am
Mayers Memorial Healthcare District
Burney Annex Boardroom
20647 Commerce Way
Burney, CA 96013

In observance of the Americans with Disabilities Act, please notify us at 530-336-5511, ext 1264 at least 48 hours in advance of the meeting so that we may provide the agenda in alternative formats or make disability-related modifications and accommodations. The District will make every attempt to accommodate your request.

Attendees

Tami Vestal-Humphry, Chair, Board Member
Abe Hathaway, Board Member
Ryan Harris, CEO
Travis Lakey, CFO

					Approx. Time Allotted
1	CALL MEETING TO ORDER				
2	CALL FOR REQUEST FROM THE AUDIENCE - PUBLIC COMMENTS OR TO SPEAK TO AGENDA ITEMS				
3	APPROVAL OF MINUTES				
3.1	Regular Meeting –June 25, 2025	Attachment A	Action Item		2 min.
4	FINANCIAL REVIEWS/BUSINESS				
4.1	Finance Notes	Attachment B	Discussion		5 min.
4.2	Power DMS Quote	Attachment C	Discussion/ Action Item		5 min.
4.3	Retention Incentive Plan Policy- Review of Pillar Goals, Retention Bonus Program and Years of Service Program	Attachment D	Discussion		10 min.
5	ADMINISTRATIVE REPORT			Information	5 min.
6	OTHER INFORMATION/ANNOUNCEMENTS				
7	ADJOURNMENT: Next Regular Meeting – August 27, 2025				
Posted: 07/24/2025					



Board of Directors
Finance Committee Minutes
June 25, 2025 @ 11am
Mayers Memorial Healthcare District
Fall River Boardroom
43563 HWY 299 E
Fall River Mills, CA 96028

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: Tami Humphry called the meeting to order at 11:01 am on the above date.		
BOARD MEMBERS PRESENT:		STAFF PRESENT:	
Tami Vestal-Humphry, Committee Chair Abe Hathaway, Vice President ABSENT:		Ryan Harris, CEO Travis Lakey, CFO Libby Mee, CHRO Ashley Nelson, Board Clerk	
2	CALL FOR REQUEST FROM THE AUDIENCE – PUBLIC COMMENTS OR TO SPEAK TO AGENDA ITEMS – None.		
3	APPROVAL OF MINUTES: May 28, 2025 – minutes attached. Motion moved, seconded and carried.	<i>Hathaway, Humphry</i>	<i>Approved by All</i>
4	FINANCIAL REVIEWS		
4.1	May 2025 Financials & Accounts Payable (AP) & Accounts Receivable (AR): Travis further explained the Finance notes and the explanation of the line of credit contract from the previous month. It was also stated that the Strategic Planning will adapt, if needed, based on any Medicare cuts that might be made. May 2025 Financials, AP & AR were approved.	<i>Hathaway, Humphry</i>	<i>Approved by All</i>
4.2	Virtual Leadership Academy 2 nd Cohort Renewal Sales Agreement: Libby reported that this cohort would be the last one going through the program. It approved to go towards the full board.	<i>Hathaway, Humphry</i>	<i>Approved by All</i>
4.3	Annual Budget Hearing- Approval of FY2026 Budget- Resolution 2025-09: Travis further explained the budget to the committee. It was agreed that the July end-of-the-year fiscal year financials and final numbers will be presented in August. It was approved to go towards the full board.	<i>Hathaway, Humphry</i>	<i>Approved by All</i>
4.4	Mobile MRI Purchase and Operation Agreement: Ryan explained that the rates are prorated based on usage- total cost being \$2million between 5 locations as a one-time fee to purchase the machine. ROI is projected for 5 years, where it will be reassessed on usage and need. MMHD will have the machine on site every other Thursday. The MRI purchase and operation agreement will be taken to the full board, contingent on the other 5 hospital boards involved in approving it.		
5	ADMINISTRATIVE REPORT:. Ryan reported that the Service Excellence Advisors completed their 2-day training of the Service Excellence Initiative Program. Libby and Ryan have been working on Provider models- including possibly adding 5 new physicians (including a CMO). A new MTALLA violation happened recently and Ryan explained the details.		

6	OTHER INFORMATION/ANNOUNCEMENTS: None.
7	ADJOURNMENT: 11: 58 am
	Next Finance Committee Meeting: July 30, 2025 in Burney

Finance Notes FY 25

Ratios	Prelim 25 YE	FY 24 YE	
Cash on Hand	301	247	YE
Net Income	6,198,010	9,008,639	YE
Current Ratio	10		YE
AR Days	70	90	YE
Accounts Payable	873,290	1,674,812	YE
Daily Gross Revenue	173,010	169,348	Average PY
YE % of Gross Revenue Collected	61%	59%	YE

- 1) With the passage of the Big Beautiful Bill we need to pause to evaluate our strategy moving forward with our construction project as our debt capacity will need to be recalculated. District Hospital Leadership Forum (DHLF) forecasts a decrease in supplemental payments ranging from a reduction of 13% in CY 26 to 36% in CY 29-30. On the positive side of things is that there's the new improved District Hospital Direct Payments (DHDP) program which was approved last year by CMS that counts DPNF days and has a much larger pool of funding than the original DHDP. These larger payments will roll in starting in FY 27. Even with the new funding we will be netting about 25 to 30 percent less than our current levels of supplementals by the time we get to FY 30 to 31. There are talks about further cuts in September so we'll need to keep an eye on that as well as that will change all current calculations.
- 2) Above in the finance metrics I'm using my rough numbers I have on my preliminary year-end financial statements. The normal packet will be presented next month as discussed at the last board meeting. Some items of note are:
 - Cash on Hand is up as we went from 35 million in FY 24 to 40 million in FY 25
 - Another strong year for net income
 - AR days are heading in the right direction with a 22% reduction
 - AP is low but I know there are outstanding invoices so that will increase
 - Daily Gross Revenue is up due to Outpatient volume increases
 - Our percentage of gross revenue collected is up and well within our historic norms which is another sign of an improving revenue cycle.
- 3) I have Fitch rating call next week where they analyze our finances and stability. Given the recent federal changes we may see a slight dip in our BBB rating.
- 4) We recently watched a demo on the new Oracle Patient Accounting module that would replace our current module. The new one isn't domain based so we can make changes ourselves and not

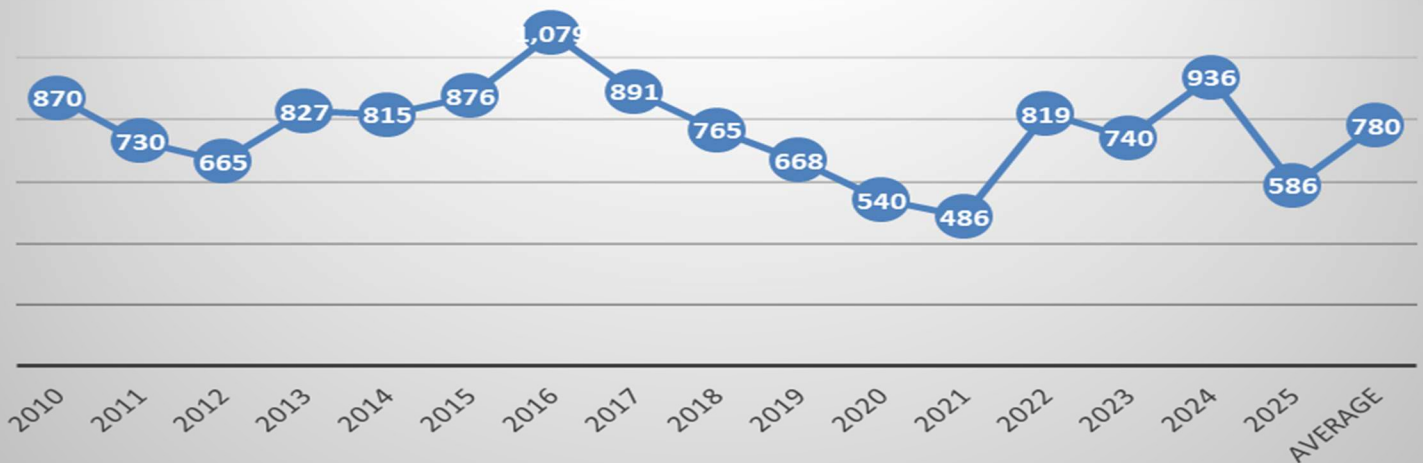
have to put in tickets or be told no on changes as they would affect other facilities on our domain. It seems to address a lot of the shortcomings of our current system. At this point we are going to be talking to Mammoth and let them be the California CAH pilot site to work out the kinks and give us some feedback before we consider moving forward.

- 5) Currently working on our FY 25 audit. Wipfli auditors will be onsite the first week of October if any of the board members would like to ask any questions.
- 6) Office of Healthcare Affordability Advisory Board (OHCA) reappointed me as a hospital representative. I was pleasantly surprised as I figured they were tired of me pointing out issues with their methodologies.
- 7) I was named on the Becker's Healthcare Hospital and Health System CFOs to know list for 2025. [190 hospital and health system CFOs to know | 2025 - Becker's Hospital Review | Healthcare News & Analysis](#)

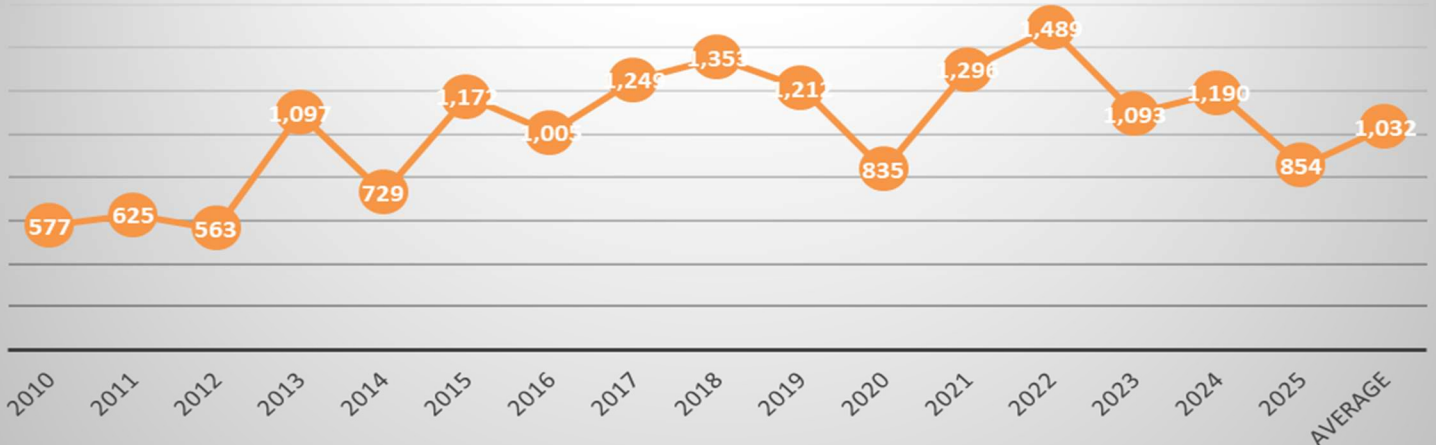
Stats

- 1) On the inpatient side only SNF had a better than average census.

Acute Days FY 10 to 25



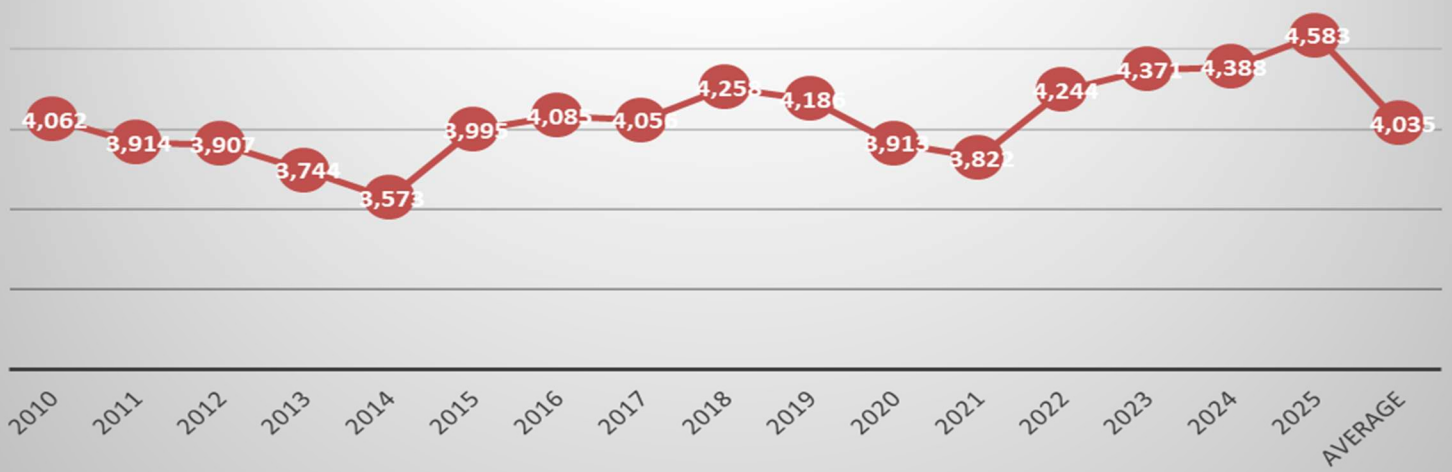
Swing Days FY 10 to 25



SNF Days FY 10 to 25



ER Visits 10 to 25



Our ER visits are 14% higher than average

Labs FY 10 to 25

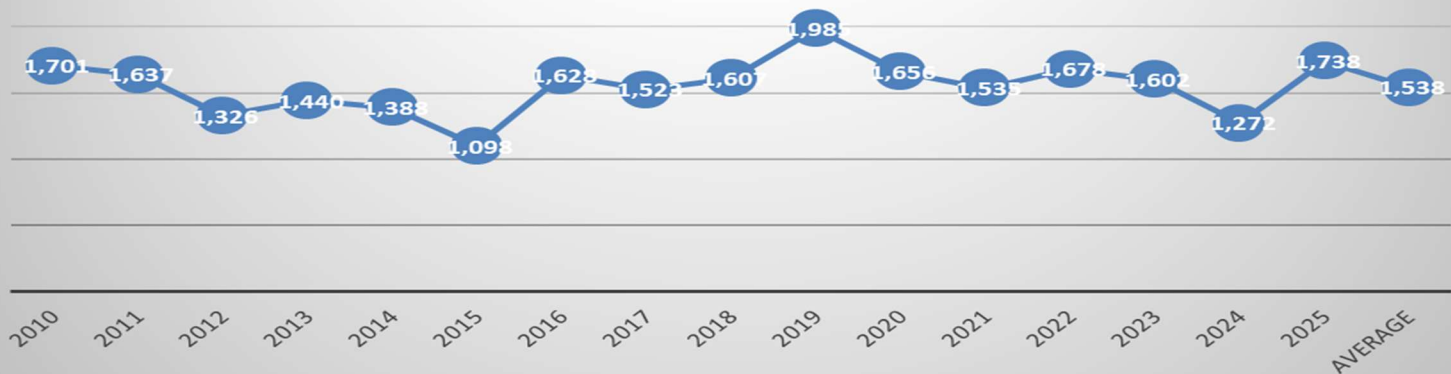


Rad Procedures FY 10 to 25



Rad had an amazing year. Harold is doing great work in that department.

Outpatient Procedures FY 10 to 25

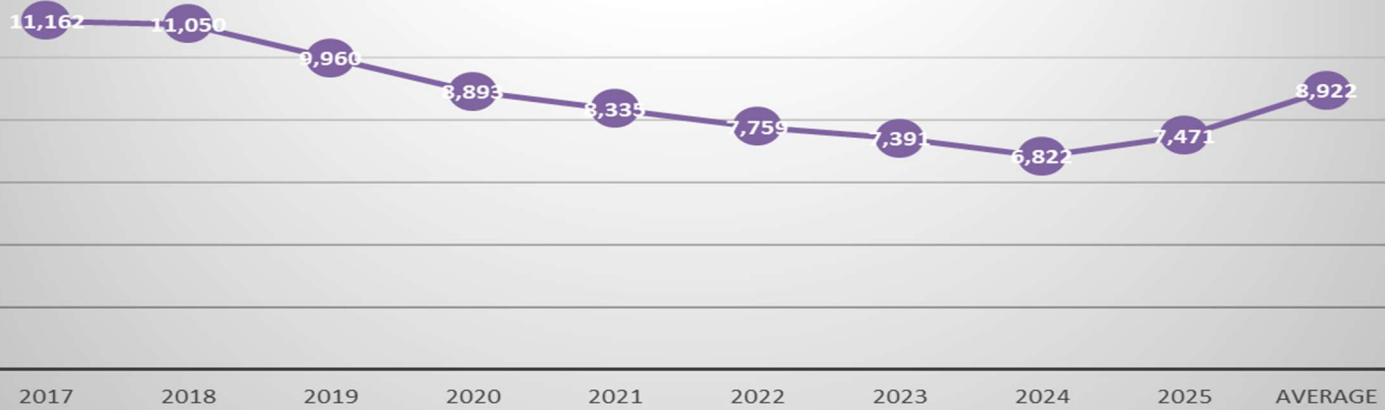


OPM had its best year since 2019

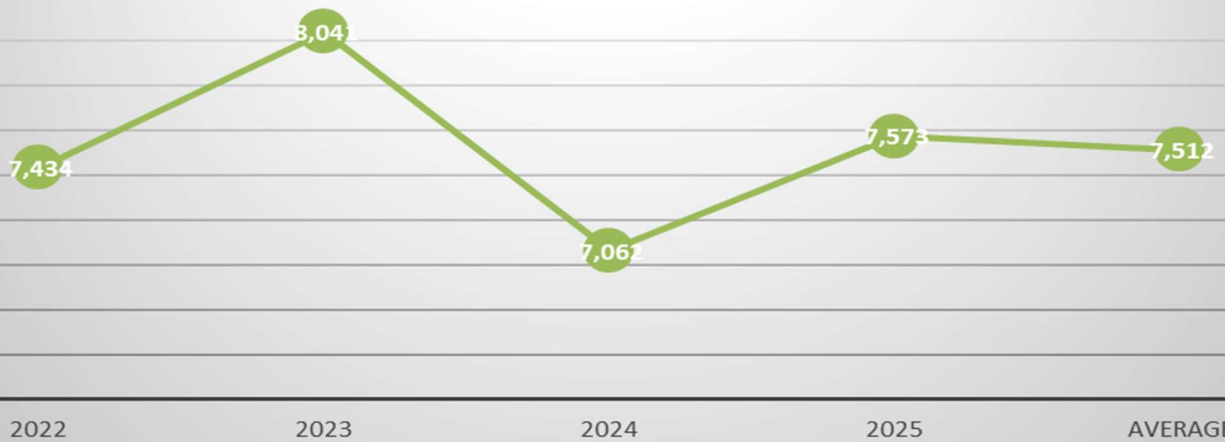
Hospice Visits FY 10 to 25



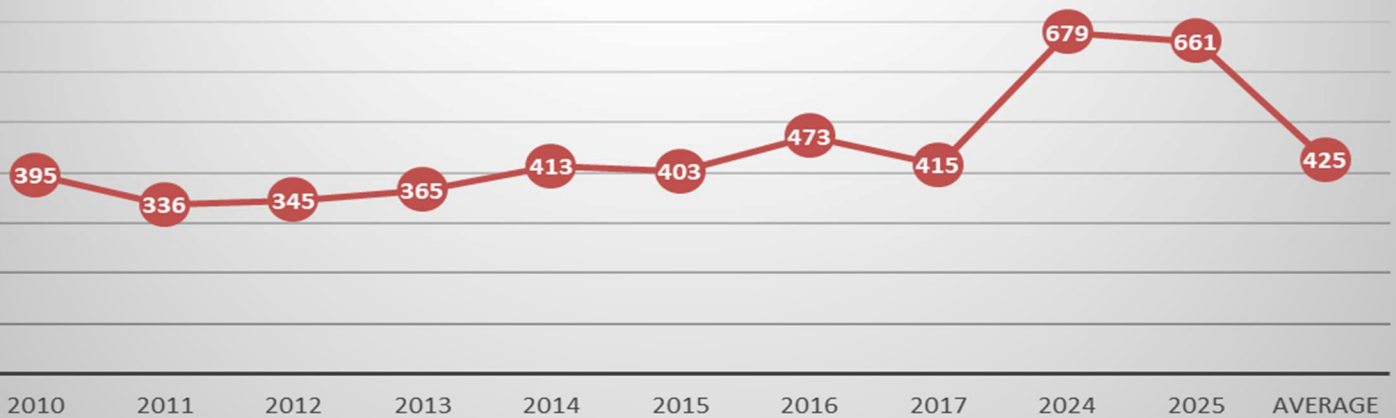
PT Procedures FY 17 to 25



Clinic Visits FY 22-25



Ambulance Runs FY 10-17, 24-25





t 800.749.5104
2120 Park Pl. Suite 100
El Segundo, CA 90245



THIS IS NOT AN INVOICE

Contract Records		Order Details	
Account Number:	A-517315	Order #:	Q-361011
Customer:	Mayers Memorial Hospital (CA)	Valid Until:	7/31/2025
Effective Employee Count:	183		
Sales Rep:	Wayne Minnich		
Customer Contact			
Billing Contact:	Mayers Memorial Hospital (CA)	Shipping Contact :	Mayers Memorial Hospital (CA)
			Jack Hathaway
Billing Address:	43563 Hwy 299 E Fall River Mills, CA 96028	Shipping Address:	43563 Hwy 299 E Fall River Mills, CA 96028
Billing Contact Email:		Shipping Contact Email:	jhathaway@mayersmemorial.com
Billing Phone:		Shipping Phone:	(530) 336-5511
Payment Terms			
Payment Term:	Net 30	Notes:	
PO Number:			
Subscription Service			

Year 1

Item	Type	Start Date	End Date	Qty.	License Type	Total (USD)
PowerPolicy Professional Subscription	Recurring	9/1/2025	8/31/2026	499	User Count Based	\$11,698.05
A policy and compliance management platform that lets you create, edit, organize, and distribute content from a secure, cloud-based site. Included are key features such as automatic workflows, signature capture and tracking, side-by-side comparison, knowledge testing, Public-Facing Documents, PowerDMS University, and Analytics for advanced reporting.						
PowerPolicy Professional Setup (Onboarding)	Services			499	User Count Based	\$1,838.00
This package includes implementation services to ensure a successful setup and launch of PowerPolicy. An Implementation Consultant will be assigned to work with the customer's project leader and includes: Kickoff Call, Technical Set Up (User Import / SSO - if purchased), Document Upload Service, Group Structure Setup/Training, Workflow Setup/Training, Document Functionality Training, Training Module Setup/Training (if purchased), Standards Setup/Training (if purchased), and a Rollout Prep call. Once Implementation is complete, the customer will be transitioned to their Customer Success Manager.						
Recall Subscription	Recurring	9/1/2025	8/31/2026	499	User Count Based	\$5,938.80
Recall is a training tool that auto-generates flashcards, focusing on enhancing employee comprehension and retention through spaced repetition and real-time analytics.						
Recall Setup	Services			499	User Count Based	\$1,575.00
Services to set up Recall for an organization include enabling the Recall product, creating standard deck templates for various training scenarios, onboarding on the use of AI service and other configuration. Additionally, access to online training courses for administrators, online guidance from a Recall implementation consultant during initial setup and implementation, and analytics setup for tracking employee progress and comprehension.						
PowerTraining	Recurring	9/1/2025	8/31/2026	499	User Count Based	\$3,629.60
A training solution that lets you create, deliver, and track training content online, including videos and PowerPoint presentations. It integrates with PowerPolicy Select and Professional, giving you the ability to attach policies to training courses while ensuring version control. Quantity reflects number of authorized user licenses for the software-as-a-service subscription.						
PowerPolicy SSO	Recurring	9/1/2025	8/31/2026	499	User Count Based	\$879.45

Item	Type	Start Date	End Date	Qty.	License Type	Total (USD)
Single Sign On Service Subscription						
Accreditation Resource Services Silver Content Package - New ARS Customer	Recurring	9/1/2025	8/31/2026	1	Quantity Based	\$1,795.00
A comprehensive library of resources: policy templates, audit forms, compliance tools, and staff training modules that support accreditation success.						
PowerStandards for ACHC HFAP - Critical Access Hospitals	Recurring	9/1/2025	8/31/2026	1	Quantity Based	\$1,150.00
ACHC Critical Access Hospital policies, procedures, and standards are based on the CMS Conditions of Participation, and are designed to help you maintain compliance while focusing on improving patient care and environmental safety.						
PowerStandards Setup	Services			1	Quantity Based	\$0.00
LiteAccred / Standards Implementation service for the setup of Accreditation purchases. Typically used for Standards Only purchases. An Implementation Consultant will be assigned to work with the customer's project leader and includes: Kickoff Call, Technical Set Up (User Import / SSO - if purchased), Document Upload Service, Group Structure Setup/Training, Standards Setup/Training, and a Rollout Prep call. Once Implementation is complete, the customer will be transitioned to their Customer Success Manager.						
Year 1 TOTAL:						\$28,503.90

Year 2

Item	Type	Start Date	End Date	Qty.	License Type	Total (USD)
PowerPolicy Professional Subscription	Recurring	9/1/2026	8/31/2027	499	User Count Based	\$15,162.47
A policy and compliance management platform that lets you create, edit, organize, and distribute content from a secure, cloud-based site. Included are key features such as automatic workflows, signature capture and tracking, side-by-side comparison, knowledge testing, Public-Facing Documents, PowerDMS University, and Analytics for advanced reporting.						
Recall Subscription	Recurring	9/1/2026	8/31/2027	499	User Count Based	\$8,339.07
Recall is a training tool that auto-generates flashcards, focusing on enhancing employee comprehension and retention through spaced repetition and real-time analytics.						
PowerPolicy SSO	Recurring	9/1/2026	8/31/2027	499	User Count Based	\$1,139.90
Single Sign On Service Subscription						
PowerTraining	Recurring	9/1/2026	8/31/2027	499	User Count Based	\$4,704.52
A training solution that lets you create, deliver, and track training content online, including videos and PowerPoint presentations. It integrates with PowerPolicy Select and Professional, giving you the ability to attach policies to training courses while ensuring version control. Quantity reflects number of authorized user licenses for the software-as-a-service subscription.						
PowerStandards for ACHC HFAP - Critical Access Hospitals	Recurring	9/1/2026	8/31/2027	1	Quantity Based	\$1,150.00
ACHC Critical Access Hospital policies, procedures, and standards are based on the CMS Conditions of Participation, and are designed to help you maintain compliance while focusing on improving patient care and environmental safety.						
Accreditation Resource Services Silver Content Package - New ARS Customer	Recurring	9/1/2026	8/31/2027	1	Quantity Based	\$1,795.00
A comprehensive library of resources: policy templates, audit forms, compliance tools, and staff training modules that support accreditation success.						
Year 2 TOTAL:						\$32,290.96

Year 3

Item	Type	Start Date	End Date	Qty.	License Type	Total (USD)
PowerPolicy Professional Subscription	Recurring	9/1/2027	8/31/2028	499	User Count Based	\$17,007.17
A policy and compliance management platform that lets you create, edit, organize, and distribute content from a secure, cloud-based site. Included are key features such as automatic workflows, signature capture and tracking, side-by-side comparison, knowledge testing, Public-Facing Documents, PowerDMS University, and Analytics for advanced reporting.						
Recall Subscription	Recurring	9/1/2027	8/31/2028	499	User Count Based	\$9,353.61
Recall is a training tool that auto-generates flashcards, focusing on enhancing employee comprehension and retention through spaced repetition and real-time analytics.						
PowerPolicy SSO	Recurring	9/1/2027	8/31/2028	499	User Count Based	\$1,278.59
Single Sign On Service Subscription						
PowerTraining	Recurring	9/1/2027	8/31/2028	499	User Count Based	\$5,276.88
A training solution that lets you create, deliver, and track training content online, including videos and PowerPoint presentations. It integrates with PowerPolicy Select and Professional, giving you the ability to attach policies to training courses while ensuring version control. Quantity reflects number of authorized user licenses for the software-as-a-service subscription.						
PowerStandards for ACHC HFAP - Critical Access Hospitals	Recurring	9/1/2027	8/31/2028	1	Quantity Based	\$1,150.00
ACHC Critical Access Hospital policies, procedures, and standards are based on the CMS Conditions of Participation, and are designed to help you maintain compliance while focusing on improving patient care and environmental safety.						
Accreditation Resource Services Silver Content Package - New ARS Customer	Recurring	9/1/2027	8/31/2028	1	Quantity Based	\$1,795.00
A comprehensive library of resources: policy templates, audit forms, compliance tools, and staff training modules that support accreditation success.						
Year 3 TOTAL:						\$35,861.25
Total: \$96,656.11						

This price does NOT include any sales tax. Total in USD

Additional Terms and Conditions

License Terms: Enterprise license denotes that Customer has purchased an enterprise wide license up to the employee count specified above. User based license denotes that Customer has purchased the number of licenses set forth in the quantity column. Item count denotes the number of items that Customer has licensed as set forth in the quantity column.

Payment Terms: All invoices issued hereunder are **due upon the invoice due date**. If the Order is for a period longer than one year, the fees for the first period shown shall be invoiced immediately and the fees for future years/periods shall be invoiced annually in advance of each 12 month period shown on the Order, but regardless of the billing cycle, Customer is responsible for the fees for the entire Order. The fees set forth in this Service Order are exclusive of all applicable taxes, levies, or duties imposed by taxing authorities and Customer shall be responsible for payment of any such applicable taxes, levies, or duties. All payment obligations are non-cancellable, and all fees paid are non-refundable. Payment for services ordered hereunder shall be made to GovernmentJobs.com, Inc., (D/B/A NEOGOV).

Terms & Conditions: This Order Form creates a legally binding contract on the parties. Unless otherwise agreed in a written agreement between GovernmentJobs.com, Inc. (D/B/A/ NEOGOV), parent company of PowerDMS, Inc., Cuehit, Inc., Ragnasoft LLC (D/B/A/ PlanIT Schedule), and Design PD, LLC (D/B/A Agency360) (collectively, "NEOGOV") and Customer, this Order Form and the services to be furnished pursuant to this Order Form are subject to the terms and conditions set forth here: <https://www.neogov.com/service-specifications>. The Effective Date (as defined in the terms and conditions) shall be the Subscription Start Date.

Special Condition:

If this Order Form is executed and/or returned to NEOGOV by the Customer after the Subscription Start Date stated in this Order Form, NEOGOV may adjust the Subscription Start Date and the corresponding Subscription End Date, without increasing the total fees, based on the date NEOGOV activates the subscription, provided the total length of the subscription term does not change. Following activation, any adjustments to such Subscription Start Date and Subscription End Date may be confirmed by reference to the invoice sent by NEOGOV.

Your signature below constitutes acceptance of terms herein and contractual commitment to purchase the items listed above.

Accepted and Agreed By Authorized Representative of:
Mayers Memorial Hospital (CA)

Signature: _____

Printed Name: _____

Title: _____

Date _____

THE INFORMATION AND PRICING CONTAINED IN THIS ORDER FORM IS STRICTLY CONFIDENTIAL.

MAYERS MEMORIAL HEALTHCARE DISTRICT

SUBJECT/TITLE:	Retention Incentive Plan	POLICY # HR2
DEPARTMENT/SCOPE:	Human Resource/Employee	Page 1 of 6
REVISION:	6/15/2024	EFFECTIVE DATE: 7/1/2023
AUDIENCE:	All Hospital Employees	APPROVAL DATE: 7/1/2024
OWNER:	Libby Mee – Chief Human Resources Officer	APPROVER: L. Mee

POLICY:

The Mayers Memorial Hospital District Retention Incentive Plan (the “Plan”) was established effective July 1, 2023 by Mayers Memorial Hospital District (the “District”). The purpose of the Plan is to:

1. Reward continued service to the District,
2. Encourage Eligible Employees to continue employment with the District
3. Encourage Eligible Employees to maintain or improve their level of performance

PROCEDURE: Licensed/Certified/Leadership Staff**ELIGIBILITY**

Employees of the District who are designated as eligible ("Eligible Employee") have the option to receive the benefit. The employee must meet all of the following criteria to be designated an Eligible Employee must:

1. Regularly maintain full time or benefit eligible part time
2. Have active licensure, if applicable, listed under the Retention Benefit Amount section
3. Have no formal discipline:
 - Annually, or between the 12 month period of time between employment anniversaries.
4. Have received a performance evaluation of "Effective" or higher on the prior year's performance evaluation
5. Review and sign an Authorized Deduction Agreement, each year prior to receiving the benefit.
6. Have received or is a scheduled to receive a bonus from another MMHD bonus program within 12 months of Retention Benefit payment. (ie. Sign On Bonus)

The employee is no longer an Eligible Employee if, between the date of the prior year's Retention Benefit payment, or the Eligible Employee's Employment Anniversary Date in the event no prior Retention Benefit payment was made to the employee,

1. The District terminates the Eligible Employee's employment for any reason
2. The Eligible Employee resigns from employment.

EMPLOYMENT ANNIVERSARY DATE

The first Employment Anniversary Date is defined as the date that is 364 calendar days from the Eligible Employee's date of hire, provided that the Eligible Employee has been continuously employed. Each subsequent Employment Anniversary Date is based on the Period of Service, which is the unbroken period of continuous employment between Employment Anniversary Dates. To receive the benefit, the Eligible Employee seeking the benefit must opt into the benefit during each Period of Service, prior to the next Employment Anniversary Date.

MAYERS MEMORIAL HEALTHCARE DISTRICT

SUBJECT/TITLE:	Retention Incentive Plan	POLICY # HR2
DEPARTMENT/SCOPE:	Human Resource/Employee	Page 2 of 6
REVISION:	6/15/2024	EFFECTIVE DATE: 7/1/2023
AUDIENCE:	All Hospital Employees	APPROVAL DATE: 7/1/2024
OWNER:	Libby Mee – Chief Human Resources Officer	APPROVER: L. Mee

Employees who were previously employed by the District and became rehired are not eligible for the Retention Benefit for the first year after the rehire. After one year of continuous service from the date of rehire, the employee may become eligible under the terms of this agreement. Periods of Service are based on the date of rehire and no credit is given for prior non-continuous service. Continuous service includes time during which the Eligible Employee is on a leave of absence from employment with the District for any reason approved by the District under its leave of absence policies.

RETENTION BENEFIT AMOUNT

Licensed/Certified Staff

Each year of employment, that the program is active, Eligible Employees may elect to receive a Retention Benefit of:

\$10,000 for –

Certified Laboratory Scientist
Pharmacist
Physical Therapist
Radiology Technologist
Registered Nurses
Respiratory Therapist

\$7,000 for –

Licensed Vocational Nurses
Paramedics

\$4,000 for –

Certified Nursing Assistants
Emergency Medical Technicians
Certified Medical Assistants
Pharmacy Technicians
Phlebotomy Technicians

Leadership

Department Leadership, that have Pillar Goals and are eligible for a retention bonus, may choose from the following options to receive bonus payment:

- Pillar Goal up to 10% of employee's annual base salary, to be paid with once Pillar Goals are complete after the fiscal year.
- Pillar Goal up to 5% of employee's annual base salary, to be paid with once Pillar Goals are complete after the fiscal year AND designated retention bonus amount, based on licensure, to be paid in employee's anniversary month.
- For key contributor leadership roles, the pillar goal is 5% of employee's annual base salary. Employees in these roles have the option to participate in either the Year of

MAYERS MEMORIAL HEALTHCARE DISTRICT

SUBJECT/TITLE:	Retention Incentive Plan	POLICY # HR2
DEPARTMENT/SCOPE:	Human Resource/Employee	Page 3 of 6
REVISION:	6/15/2024	EFFECTIVE DATE: 7/1/2023
AUDIENCE:	All Hospital Employees	APPROVAL DATE: 7/1/2024
OWNER:	Libby Mee – Chief Human Resources Officer	APPROVER: L. Mee

Service Bonus Program or the Priority Program, but can only choose one of these options and cannot change their decision back and forth from year to year.

Employees working at Part Time status, may receive half the Benefit amount.
Per Diem or Casual status employees are not eligible for the Retention Benefit.

PAYMENT DATES

Provided that the Eligible Employee is employed by the District or a Successor Employer on the Eligible Employee's Employment Anniversary Date and has fulfilled all other conditions required to opt into the Retention Benefit, the Retention Benefit shall be paid in a lump sum (less applicable income and employment tax withholding) within the month the anniversary falls.

AUTOMATIC DISQUALIFICATION FOR RETENTION BENEFIT

If, at any time, the District determines in its sole discretion that Eligible Employee have:

1. Engaged in misconduct
2. Committed a breach of Company policy
3. Been convicted of any felony, or any crime involving dishonesty or moral turpitude

If eligibility for any portion of the Retention Bonus will be rescinded. Eligible Employee will further be required to repay the gross amount any portion of the Retention Bonus that has been advanced to you.

REPAYMENT OF RETENTION BONUS UPON TERMINATION PRIOR TO ELIGIBILITY DATE

Employee acknowledge that the Retention Bonus described in this Letter is in consideration for your maintaining continuous, active, good-standing employment with the District between now and the Eligibility Date. In the event that your employment with the District is terminated prior to the Eligibility Date, by either you or the District, with or without cause, you agree that you shall repay to the District the gross amount of the Bonus previously advanced to you. Such repayment shall be made by you within thirty days of the date of your termination or separation.

PROCEDURE: Years of Services - Non Licensed/Certified/Leadership Staff

ELIGIBILITY

Employees of the District who are designated as eligible ("Eligible Employee") have the option to receive the benefit. The employee must meet all of the following criteria to be designated an Eligible Employee must:

1. Regularly maintain full time or benefit eligible part time
2. Have active licensure, if applicable, listed under the Retention Benefit Amount section
3. Have no formal discipline:

MAYERS MEMORIAL HEALTHCARE DISTRICT

SUBJECT/TITLE:	Retention Incentive Plan	POLICY # HR2
DEPARTMENT/SCOPE:	Human Resource/Employee	Page 4 of 6
REVISION:	6/15/2024	EFFECTIVE DATE: 7/1/2023
AUDIENCE:	All Hospital Employees	APPROVAL DATE: 7/1/2024
OWNER:	Libby Mee – Chief Human Resources Officer	APPROVER: L. Mee

-Within a 5-year period, employees may receive a maximum of one formal disciplinary action. If an employee receives a disciplinary action, they will forfeit their \$500 Retention Benefit for that year. However, they will remain eligible to receive the \$500 per year Retention Benefit for the 4 years in which they do not receive a disciplinary action.

-If employee received 2 formal disciplinary actions, they will not be eligible for the Retention Benefit for the entire 5-year period.

4. Have received a performance evaluation of "Effective" or higher on the prior year's performance evaluation

Non Licensed/Certified Staff

-In a 5-year period of time, if an employee receives an annual evaluation of Not Effective or Minimally Effective employee will not receive the \$500 Retention Benefit for that year. However, they will remain eligible to receive the \$500 per year Retention Benefit for the 4 years in which they have an effective evaluation or above during that 5-year period.

-If employee receives 2 years with annual evaluations with scores of Not Effective or Minimally Effective, they will not be eligible for the Retention Benefit for the entire 5-year period.

5. Review and sign an Authorized Deduction Agreement, each year prior to receiving the benefit.
6. Have received or is a scheduled to receive a bonus from another MMHD bonus program within 12 months of Retention Benefit payment. (ie. Sign On Bonus).

The employee is no longer an Eligible Employee if, between the date of the prior year's Retention Benefit payment, or the Eligible Employee's fifth year Employment Anniversary Date in the event no prior Retention Benefit payment was made to the employee,

7. The District terminates the Eligible Employee's employment for any reason
8. The Eligible Employee resigns from employment.

EMPLOYMENT ANNIVERSARY DATE

The first Employment Anniversary Date is defined as the date that is 364 calendar days from the Eligible Employee's date of hire, provided that the Eligible Employee has been continuously employed. Each subsequent Employment Anniversary Date is based on the Period of Service, which is the unbroken period of continuous employment between Employment Anniversary Dates. To receive the benefit, the Eligible Employee seeking the benefit must opt into the benefit during each Period of Service, prior to the next Employment Anniversary Date.

Employees who were previously employed by the District and became rehired are not eligible for the Retention Benefit for the first year after the rehire. After one year of continuous service from the date of rehire, the employee may become eligible under the terms of this agreement. Periods of Service are based on the date of rehire and no credit is given for prior non-continuous service.

MAYERS MEMORIAL HEALTHCARE DISTRICT

SUBJECT/TITLE:	Retention Incentive Plan	POLICY # HR2
DEPARTMENT/SCOPE:	Human Resource/Employee	Page 5 of 6
REVISION:	6/15/2024	EFFECTIVE DATE: 7/1/2023
AUDIENCE:	All Hospital Employees	APPROVAL DATE: 7/1/2024
OWNER:	Libby Mee – Chief Human Resources Officer	APPROVER: L. Mee

Continuous service includes time during which the Eligible Employee is on a leave of absence from employment with the District for any reason approved by the District under its leave of absence policies.

RETENTION BENEFIT AMOUNT

Non Certified/Licensed Staff

For every 5th year anniversary, a non certified/licensed employee will received \$500 for every successful year of service.

The Retention Benefit will be paid out in the anniversary month of hire that the 5th year anniversary falls in.

<u>Years</u>	<u>Bonus Amount</u>
5	\$2,500
10	\$5,000
15	\$7,500
20	\$10,000
25	\$12,500
30	\$15,000
35	\$17,500

PAYMENT DATES

Provided that the Eligible Employee is employed by the District on the Eligible Employee's Employment Anniversary Date and has fulfilled all other conditions required to opt into the Retention Benefit, the Retention Benefit shall be paid in a lump sum (less applicable income and employment tax withholding) within the month that anniversary falls.

AUTOMATIC DISQUALIFICATION FOR RETENTION BENEFIT

If, at any time, the District determines in its sole discretion that Eligible Employee have:

1. Engaged in misconduct
2. Committed a breach of Company policy
3. Been convicted of any felony, or any crime involving dishonesty or moral turpitude

If eligibility for any portion of the Retention Bonus will be rescinded. Eligible Employee will further be required to repay the gross amount any portion of the Retention Bonus that has been advanced to you.

AMENDMENT AND TERMINATION

The District shall have the sole and exclusive right to amend or terminate the Plan at any time in its sole discretion.

MAYERS MEMORIAL HEALTHCARE DISTRICT

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GENERAL PROVISIONS

- a. **Severability.** If any term, provision, or condition of this Plan is held by a court of competent jurisdiction to be invalid, void or unenforceable, the rest of the Plan's provisions shall remain in full force and effect and shall in no way be affected, impaired, or invalidated.
- b. **Governing Law.** This Plan is executed in and shall be governed by and construed in accordance with the United States Internal Revenue Code (the "Code") and the laws of the State of California.
- c. **Successors.** Subject to the restrictions against transfer or assignment contained in this Plan, the provisions of this Plan shall be binding on and inure to the benefit of the respective assigns, successors, personal representatives, estates, heirs, and legatees of each of the parties.
- d. **Employment.** Nothing in this Plan shall confer on the Eligible Employee any rights to continued employment with the District, nor shall this Plan in any way restrict or abridge any right the District may otherwise have to terminate the Eligible Employee's employment.
- e. **Construction.** The provisions of this Plan shall be construed as a whole according to their common meaning and not strictly for or against any party hereto. The article and section headings used in this Plan are for convenience of reference only and shall not be used as an aid in interpreting this Plan.
- f. **Waiver.** No failure or delay by any party in exercising any right, power or privilege hereunder shall operate as a waiver thereof nor shall any single or partial exercise thereof preclude any other or further exercise thereof or the exercise of any other right, power or privilege.
- g. **Code Section 409A.** This Plan is intended to be exempt from Section 409A of the Code under the "short-term deferral" exemption. However, to the extent this plan is deemed to be subject to Section 409A of the Code, to the maximum extent permitted, the Plan shall be interpreted and administered to be in compliance therewith. Any payments described in the Plan that are due within the "short-term deferral period" as defined in Section 409A of the Code shall not be treated as deferred compensation unless applicable laws require otherwise. All payments hereunder shall be treated as separate payments for purposes of Section 409A of the Code.

COMMITTEE APPROVALS:

Chiefs: 7/1/2024