

Chief Executive Officer
Louis Ward, MHA



Mayers Memorial Hospital District

Board of Directors
Jeanne Utterback, President
Beatriz Vasquez, PhD, Vice President
Tom Guyn, MD, Secretary
Abe Hathaway, Treasurer
Tami Vestal-Humphry, Director

Board of Directors
Regular Meeting
Minutes
February 24, 2021 – 1:00 pm
Teleconference Only

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: Beatriz Vasquez called the regular meeting to order at 1:05 pm on the above date.

BOARD MEMBERS PRESENT:
Jeanne Utterback, President
Beatriz Vasquez, PhD, Vice President
Tom Guyn, MD, Secretary
Abe Hathaway, Treasurer
Tami Vestal-Humphry, Director

ABSENT:

Special Presenters:

Wipfli: Eric Volk & David Imus

STAFF PRESENT:
Louis Ward, CEO
Ryan Harris, COO
Keith Earnest, CCO
Travis Lakey, CFO
Candy Vculek, CNO
Val Lakey, ED of CR & BD
Marlene McArthur, MHF Executive Director
Jessica DeCoito, Board Clerk

2 CALL FOR REQUEST FROM THE AUDIENCE - PUBLIC COMMENTS OR TO SPEAK TO AGENDA ITEMS: NONE

3 Special Presentation from Wipfli: Annual Audit Review: Summary presentation of the Required Communication, Financial Statement Review, Financial Analysis, and Accounting Standards Update was provided. Another clean audit with no findings and Mayers continues to better its financial ratios to increase financial stability. "Thank You" to Wipfli from the Board and Administration for helping MMHD get through the tough times and get to where we are today.

4 APPROVAL OF MINUTES

4.1 A motion/second carried; Board of Directors accepted the minutes of January 27, 2021. Amend section 6.1.1 to finish the sentence. *Guyn, Hathaway Guyn-Y Hathaway-Y Humphry-Y Utterback-Y Vasquez-Y*

5 DEPARTMENT/OPERATIONS REPORTS/RECOGNITIONS

5.1 A motion/second carried; Shaylene Herndon was recognized as January Employee of the Month. Resolution 2021-04 *Vasquez, Guyn Guyn-Y Hathaway-Y Humphry-Y Utterback-Y Vasquez-Y*

5.2 Mayers Healthcare Foundation Report: Submitted another Grant application that is not noted on the report. COVID Relief Grant Program through the state of California and is help for small businesses. Thank you to our staff and volunteers for all they have don't to keep us going through these times. Request from MMHD Board to let MMHD Administration know what we can do to thank our volunteers.

5.3 Safety Quarterly Report: IIPP and Ergonomics Program are pretty exciting but most of what we are working on is COVID related.

6 BOARD COMMITTEES

6.1 **Finance Committee**

6.1.1	Committee Meeting Report: Received reports from the Pharmacy, Retail Pharmacy and Physical Therapy. The Retail Pharmacy and Finance are working with a consultant in March to understand 340B. Physical Therapy revenues are down but with Shasta Co. sitting in the RED tier now, we hope to see a pick-up in the patient visits.		
6.1.2	January 2020: QAF Payment came in at \$4.9 million which is more than we anticipated. Will plan on putting \$2 million in the LAIF account. Burney Clinic will be separated out on the financials tab once the clinic is open.	<i>Hathaway, Guyn</i>	<i>Guyn-Y Hathaway-Y Humphry-Y Utterback-Y Vasquez-Y</i>
6.1.3	Cornerstone Bank Account: Resolution 2021-05: Suggestion provided from Wipfli to separate accounts. Recommendation from Finance Committee to accept. Motion moved, seconded and carried.	<i>Hathaway, Humphry</i>	<i>Guyn-Y Hathaway-Y Humphry-Y Utterback-Y Vasquez-Y</i>
6.1.4	Annual Audit Review Acceptance: Congrats to Travis and Finance team. Recommendation from Finance Committee to accept. Motion moved, seconded and carried.	<i>Humphry, Hathaway</i>	<i>Guyn-Y Hathaway-Y Humphry-Y Utterback-Y Vasquez-Y</i>
6.2	Strategic Planning Committee Chair Vasquez		
6.2.1	Committee Meeting Report – no report for February.		
6.3	Quality Committee Chair Utterback		
6.3.1	Committee Meeting Report – SNF is now at a 4 STAR RATING – a huge accomplishment.		
7	OLD BUSINESS		
7.1	Community Member Invitation to Committees: working on job descriptions, looking into receiving credit with CMS for having community members on our Quality Committee. Will report more when confirmation is received.		
8	NEW BUSINESS		
8.1	Board Member Education and Information: Can we create a summarized packet on top of the original packet, and each person could dive into the reports further if they so choose? Purchasing iPads for each director to use strictly for District Business. This would help with the use of our Mayers email accounts, all the required documents and our IT staff would be the main point of contact with technological issues.		
9	ADMINISTRATIVE REPORTS		
9.1	ED of Community Relations & Business Development: PPE legislation: clearly states we need to have “normal consumption” and not pandemic levels, but trying to figure out what those numbers are and how to arrive at them continues to be a struggle. Comments on this bill are being accepted, and we have submitted our letter in. Senator Dahle and Assembly member Dahle had a call with Val today regarding the seismic bill and the reason behind the demolition project. Demo project PR process includes a presentation to multiple organizations and boards. Two new bills that have been introduced that are trying to bring back the Supplemental COVID Sick Leave – MMHD has not removed this from our employees use, even though it was only required through December 31 st , 2020. COVID Messaging is now in Spanish. And we will be providing information via non internet, text message or social media paths.		
9.2	Chief’s Reports		
9.2.1	CFO: QAF Payment came in at a higher level than anticipated. COVID Hazard pay will go out to employees soon that will cover 3 months. Swing Bed is a status for CAH where a patient can start in Acute or SNF, go into Acute at a swing level – basically for patients who need rehabilitation (wound care, physical therapy, etc).		
9.2.2	CCO: Busy with COVID Vaccination clinics. Last Friday we received permission to start filling in our schedule with agriculture workers starting March 1 st . Meeting set for tomorrow with the County to define the “agriculture worker”. Lots of conversation around the MyTurn program which regards the COVID vaccination program. We have 11 Hospice Patients currently which is great news considering our number being low last month.		
9.2.3	CNO: RED Tier has opened up the conversation about visitation opening back up again. The hope is to open back up within a week for visitations. Restrictions are still in place with masks and distance. February 3 rd , we		

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 Directors documents are available online at www.mayersmemorial.com.

had a survey and we were deficiency free. Congratulations shared with Candy and her team on 4 STAR Rating. And congratulations on the no tag survey on February 3rd!

- 9.2.4 **COO:** Clinic: punch list walk through was completed February 23rd with very minor items listed. Significant change order on the fire line was provided with approval provided by Finance Chair per policy. Fire Line should be completed the first week of March. At this time, it is not anticipated that we will have any delays to our projected opening date but it depends on licensure and when they can come out to approve. DEMO: we did our construction walk with the three potential bidders and answered questions. A Special Meeting will be called for the Notice of Contract of Award on March 24th for the Demo Project. Daycare is well underway with updates needed for Fire Inspection, researching and purchasing needed equipment. Laundry Facility: permit is supposed to be issued on March 15th. Security Seminar: Ryan Harris and Ryan Nicholls attended. We are doing a great job already but some gaps have been identified and we are working on solutions.
- 9.2.5 **CEO:** Clinic provider update provided with contract details being finalized. General Applications have been received for clinic positions without the job descriptions being posted yet. Obviously, we are very excited to be a 4 Star Rating in our SNF – a big thank you to our SNF Leadership, staff and all the support staff with Maintenance, Dietary and Housekeeping. Of 269 employees, MMHD has 141 vaccinated and 129 declined or have not responded due to various reasons including on a leave of absence, casual employee classification, have been COVID positive, etc. A smaller COVID Hazard pay is going out this week to employees, covers 3 months this time. Shasta Co. has moved to the RED Tier and things are changing slightly with things opening back up BUT restrictions are still in place. Employee Testing plan may be altered as well and plans are being looked into. Dr. Syverson has taken over in the Outpatient Medical department.

10 OTHER INFORMATION/ANNOUNCEMENTS

- 10.1 Board Member Message: Message from Audit with no findings, 4 Star Rating, Required trainings and additional conferences, Clinic update, mention to the daycare
- 10.2 Rural Health Leadership Conference Attendee Summary: videos are available on each session for the next 90 days so take full advantage of what is there. Take some of the information we have learned and summarize it for our Board Member Education.

11 ANNOUNCEMENT OF CLOSED SESSION – 4:03pm

- 11.1 Pending Litigation Government Code 54596.9: Upcoming Mediation: Nothing to report out of CLOSED Session.

12 RECONVENE OPEN SESSION: 5:00 pm

13 ADJOURNMENT: 5:00 pm

Next Regular Meeting: March 31, 2021

Jeanne Utterback, 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

Jeanne Utterback
Board Member

Jessica DeCort
Board Clerk