



Mayers Memorial Hospital District

Chief Executive Officer
Louis Ward, MHA

Board of Directors

Abe Hathaway, President
Michael D. Kerns, Vice President
Allen Albaugh, Treasurer
Beatriz Vasquez, PhD, Secretary
Art Whitney, Director

BOARD of DIRECTORS
MEETING AGENDA
November 30, 2016 3:00 pm
Board Room (Fall River Mills)

Mission Statement

Mayers Memorial Hospital District serves the Intermountain area providing outstanding patient-centered healthcare to improve quality of life through dedicated, compassionate staff and innovative technology.

1	CALL MEETING TO ORDER – Abe Hathaway, President	
2	CALL FOR REQUEST FROM THE AUDIENCE: PUBLIC COMMENTS OR TO SPEAK TO AGENDA ITEMS: Persons wishing to address the Board are requested to fill out a "Request Form" prior to the beginning of the meeting (forms are available from the Clerk of the Board (M-W), 43563 Highway 299 East, Fall River Mills, or in the Board Room). If you have documents to present for the members of the Board of Directors to review, please provide a minimum of nine copies. When the President announces the public comment period, requestors will be called upon one-at-a time, please stand and give your name and comments. Each speaker is allocated five minutes to speak. Comments should be limited to matters within the jurisdiction of the Board. Pursuant to the Brown Act (Govt. Code section 54950 et seq.) action or Board discussion cannot be taken on open time matters other than to receive the comments and, if deemed necessary, to refer the subject matter to the appropriate department for follow-up and/or to schedule the matter on a subsequent Board Agenda.	
3	Reports/Recognitions: 3.1 Resolution 2016-12--October Employee of the Month (Exhibit 1) 3.2 Hospice Quarterly Report – Mary Ranquist, Hospice Manager	ACTION ITEM Report
4	APPROVAL OF MINUTES: 4.1 Regular Meeting – October 26, 2016 (ATTACHMENT A)	ACTION ITEM
5	OPERATIONS ▶ Chief's Reports (CEO, CNO, CCO, IHF CEO) (ATTACHMENT B) WRITTEN REPORT PROVIDED – ADDITIONAL COMMENTS AS NEED VERBALLY ▶ AD HOC BUILDING COMMITTEE UPDATE ▶ DIRECTOR OF OPERATIONS REPORT – RYAN HARRIS	Information Information
6	BOARD COMMITTEES: 6.1 Finance Committee – Chair Allen Albaugh 6.1.1 Committee Meeting Report 6.1.2 Board Quarterly Finance Review (Binder)..... 6.1.3 October 2016 Financial review, AP, AR and acceptance of financials (Dispersed Separately) 6.1.4 Approval of Capital Expenditure Plan (Attachment C)..... 6.1.5 Review of Layton Contract – Tyler Davis, Porter Consulting.....	Information ACTION ITEM ACTION ITEM ACTION ITEM Information/ ACTION ITEM

	6.2 Strategic Planning Committee – Chair Abe Hathaway 6.2.1 Committee Meeting Report 6.2.2 Board Assessment – Report – Mike Kerns.....	Information Report
	6.3 Quality Committee – Chair Mike Kerns 6.3.1 Committee Meeting Report.....	Discussion
7	NEW BUSINESS 7.1 Annual Program Evaluation – DRAFT Organizational Analysis – Final Approval in December (Sent as PDF)..... 7.2 Employee Surveys..... 7.3 Nominating Committee for 2017 Board Officers.....	Information Discussion Appointment
8	8.1 INFORMATION/REPORTS/BOARD EDUCATION/ANNOUNCEMENTS <ul style="list-style-type: none"> • Board Comments, Upcoming Events, etc. • Holiday Party – December 9th 	
9	ANNOUNCEMENT OF CLOSED SESSION: none	
10	RECONVENE OPEN SESSION: REPORT ACTIONS TAKEN DURING CLOSED SESSION – RECESS IF NEEDED – RECONVENE AT 6:00 PM TO CONTINUE PUBLIC INPUT PORTION OF MEETING (ATTACHMENT D)	
11	RECONVENE OPEN MEETING – 6:00 PM 11.1 DISCUSSION OF OB DEPARTMENT	Discussion
12	ADJOURNMENT: Next Regular Meeting December 28 2016, Burney	

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, 43553 Highway 299 East, Fall River Mills CA 95028.

This document and other Board of Directors documents are available online at www.mayersmemorial.com.

Posted/Distributed 11/23/16



Mayers Memorial Hospital District
Always Caring. Always Here.

RESOLUTION NO. 2016-12

**A RESOLUTION OF THE BOARD OF TRUSTEES
OF MAYERS MEMORIAL HOSPITAL DISTRICT RECOGNIZING**

Tyson Wilson

As October 2016 EMPLOYEE OF THE MONTH

WHEREAS, the Board of Trustees has adopted the MMHD Employee Recognition Program to identify exceptional employees who deserve to be recognized and honored for their contribution to MMHD; and

WHEREAS, such recognition is given to the employee meeting the criteria of the program, namely exceptional customer service, professionalism, high ethical standards, initiative, innovation, teamwork, productivity, and service as a role model for other employees; and

WHEREAS, the MMHD Employee Recognition Committee has considered all nominations for the MMHD Employee Recognition Program;

NOW, THEREFORE, BE IT RESOLVED that, Tyson Wilson is hereby named Mayers Memorial Hospital District Employee of the Month for October 2016; and

DULY PASSED AND ADOPTED this 30th day of November 2016 by the Board of Trustees of Mayers Memorial Hospital District by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Abe Hathaway, CHAIRMAN
Board of Trustees, Mayers Memorial Hospital District

ATTEST:

Valerie L. Lakey
Clerk of the Board of Directors

Date: October 26, 2016

Time: 1:00 P.M.

Location: Mayers Memorial Hospital
Burney, California

(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:** President Hathaway called the regular meeting to order at 1:00 p.m. on the above date with the following present:

Abe Hathaway, President
Mike Kerns, Vice President
Beatriz Vasquez, Secretary
Allen Albaugh, Treasurer
Art Whitney

Board Members Absent:

Staff Present: Louis Ward, CEO; Travis Lakey, CFO; Ryan Harris DOO; Jack Hathaway, DOQ; Valerie Lakey

2. CALL FOR REQUEST FROM AUDIENCE TO SPEAK TO ISSUES OR AGENDA ITEMS: Natalie Cox and Sandy Jensen were present to speak. They would like to request a Special Meeting in the evening sometime to discuss the closure of the OB Department. Request a response from the board. Chairman Hathaway said they will respond.

3.

3.1 Resolution 2016-11 September Employee of the Month *(Approved) Kerns/Albaugh – Chelsea Klein*

3.2 Hospice Quarterly Report – Move to November

4. APPROVAL OF MINUTES – A motion/second and carried, the Board of Directors accepted the minutes of the September 20, 2016 Regular Board Meeting.
(Kerns/Albaugh) – Approved All

5. OPERATIONS REPORT:

In addition to the written operations report included in the board packet, the following verbal reports and discussions are summarized below:

- **Louis Ward, CEO – *In addition to the written report:*** Building Project – been working on the design with Greenbough. We have been meeting weekly on-site or through webex. There has been a lot of progress this last month. We will need to give a formal answer on design and then we will be presented a price. Building subcommittee will meet to go over plans, materials, etc. USDA has to sign off on budget. Ward showed the latest plans and drawings. OSHPD will review once things are finalized. Hoping to be to OSHPD in November. We are on schedule at this point.

There were some questions on MVHC lease in FRM. Ward said it will possibly be for 2 more years.

Other items:

- SNF renovation project in Fall River Mills coming up.
- Four employee meetings were conducted, there has been good feedback.
- Ward and other OPS team will be spending more time in Burney – An Admin office will be set-up at the Annex.
- There has been no SNF survey yet – we are prepared and continue to work on it.
- **Ryan Harris – Director of Operations** - see attached written report. Additional notes:
 - There was discussion about minimum wage.
 - Dietary - we have 20 FTE's. Discussion of pricing of meals. Albaugh asked if we get much feedback on the food. Harris said we receive great feedback.
- **Keith Earnest, CCO** – not present – see written report
- **Sherry Wilson, CNO** – not present – see written report

6. BOARD COMMITTEES:**6.1 Finance Committee –Chair Allen Albaugh**

6.1.1 Committee Meeting – Reports from OP Medical and Personnel. We may not need line of credit for IGT. Good collections. Good A/R month.

6.1.2 September 2016 Financials – *(Approved) Albaugh/Whitney*

6.2 Strategic Planning Committee – Chair Abe Hathaway

6.2.1 Committee meeting – SEMSA – Ward has a meeting tomorrow. We have signed preferred provider agreement for air ambulance. Have not started ground transport conversation yet (See SP Notes)

6.2.2 By-Laws – Will be on the agenda for approval in **December**.

6.2.3 Board Assessment – Mike Kerns will compile the information and present at the **November** Board Meeting

6.3 Quality Committee – Chair Mike Kerns

6.3.1 Committee Meeting Report – There was a Flu outbreak in SNF. The committee had a discussion on hand washing. There was one hospital acquired UTI infection. Jack Hathaway spoke about PRIME. We would not have enough data for Antimicrobial program – we dropped that portion. We still are doing Million Hearts initiative. The committee also talked about Ground Maintenance. Additionally, there were Safety/Disaster and Workers Comp reports. MOD rate continues to be low. Discussion on marketing.

<p>6.3.2 Quarterly P & P Summary (Kerns/Whitney) – Approved All</p>
<p>7. NEW BUSINESS</p> <p>7.1 Policies & Procedure Approval – (Vasquez, Kerns) – Approved All</p> <p>7.2 Approval of Layton Contract – no contract yet – working on protection provisions</p> <p>7.3 Board Vacancy Appointment – Interviews were conducted. Three candidates applied. After interviews, the board voted by ballot to appoint Laura Beyer to the vacant seat on the board.</p> <p>7.4 Annual Program Evaluation – Organizational Analysis will be ready in November</p> <p>7.5 November Meeting Date – November 30 - 3:00 pm (Albaugh, Vasquez) – Approved. December meeting will be December 28th</p>
<p>8. INFORMATION/BOARD EDUCATION/ANNOUNCEMENTS</p> <p>BOARD COMMENTS, UPCOMING EVENTS, ETC. – POTENTIALLY HAVE 2 EVENING MEETINGS NEXT YEAR – TWO IN BURNEY AND TWO IN FALL RIVER – SPRING AND FALL. QUARTERLY</p> <ul style="list-style-type: none">• SPECIAL BOARD MEETING AS PER REQUEST BY COX AND JENSEN – SPECIAL MEETING AT 6:00 PM• JACK HATHAWAY REVIEWED QUALITY BOARD
<p>9.1 Announcement of Closed Session – Privileges. Approved all. (2:35 pm)</p>
<p>10. Reconvene Open Session</p>
<p>11. ADJOURNMENT: There being no further business, at the hour of 3:30 p.m., President Hathaway declared the meeting adjourned. Next meeting November 30, 2016 – Fall River Mills</p>



Mayers Memorial Hospital

Operations Report November 2016

Statistics	October YTD FY17 <i>(current)</i>	October YTD FY16 <i>(prior)</i>	October Budget YTD FY17
Surgeries <i>(including C-sections)</i>	32	101	90
> Inpatient	11	38	16
> Outpatient	21	63	74
Procedures <i>(surgery suite)</i>	69	210	229
Inpatient	682	683	710
Emergency Room	1238	1381	1200
Skilled Nursing Days	9773	8659	9600
OP Visits <i>(OP/Lab/X-ray)</i>	5046	5586	5918
Hospice Patient Days	420	677	608
PT	3181	4351	3981
Ambulance Runs	130	132	148

Operations District-Wide

Prepared by: Louis Ward, MHA, Chief Executive Officer

CDPH State SNF Survey

Earlier this month, the California Department of Public Health Survey team visited the hospital to perform their annual Skilled Nursing Facility survey, I am happy to report it went very well this year. We are still awaiting the 2567 (the document that outlines our deficiencies and the regulations that support the findings). I expect to see the document some point late November but I have heard through the grapevine the Chico office is backed up and thus we could be into December before we see it. Once we have it in hand, we will have 10 business days to develop a plan of corrections and submit to CDPH. Sherry Wilson, CNO and the Team are already working on the POC for the items that were discussed in the exit interview with the Survey Team. The hospital leadership is extremely proud of our staff, they prepared so well this year and it really showed.

CDPH Fire Life Survey

Historically the fire life survey team arrives the week after the SNF survey team, this year was no different. The Fall River facility went extremely well, nothing major to report. The Burney facility was not so fortunate. As with the State SNF survey we will have to wait to receive the written report from the survey team but at this point we are aware of many small deficiencies in Burney. Ryan Harris, DOO did a great job working with the survey team and is currently developing a plan of action for both facilities. Once we receive back the 2567 we will share the report with the Board of Directors as well as our plans to meet the requirements set forth by CDPH as well as mitigate future deficiencies.

SEMSA

Travis Lakey, CFO and I met with Mike Williams, COO with SEMSA last week. We are still having preliminary discussions about the possibility of a partnership with MMHD EMS. We moved the discussion forward this week and are now awaiting a draft proposal to share with the Board of Directors. We are also working to engage the EMS staff to discuss with them the outcome of our meetings as well as their thoughts of a potential

partnership. The last discussions with the EMS staff, all seem positive about the potential of a partnership although naturally they would like more information. We hope to have a series of meetings in early December that will not only give them more information but mine them for ideas on how this partnership with SEMSA could best impact the community. We are also working on negotiations that would actually have SEMSA provide the capital to build a new Helipad at the site of our new ER. The negotiations on a new helipad went very well and we expect to see verbiage stating SEMSA will pay for the new helipad in any contract the district may execute.

Plumas Health Care District

Travis Lakey, CFO and I made the trip to Quincy this week to meet with the EMS staff at Plumas Health Care District. This meeting was setup by Caleb Johnson, CFO PDH. In July of 2016 Plumas partnered with REMSA, a regional EMS provider much like SEMSA. They have a very similar story and mission as MMHD regarding EMS services which prompted us to go and take a look at how a partnership between the hospital and an established EMS provider could work. We were very impressed with the immediate impact that REMSA has brought to the Plumas area including: Training, new equipment, a rapid response unit, and most important of all a very happy staff! We asked many questions and we were provided with a great deal of information that I plan to share in the upcoming board meeting.

2016 Employee Survey

Earlier this year we developed and disseminated an employee survey in an effort to receive valuable feedback from the MMHD staff. Overall I am very happy with the responses although I do wish we had more respondents. We had roughly 60 respondents of our over 200 employees, we will try different communication methods next time in an effort to increase engagement. I see a few areas of opportunity for 2017, all have been shared with Management at this point.

1. **COMMUNICATION:** Although I do feel strongly that we are providing more feedback to staff in various methods than ever before, we are acutely aware that we have a diverse staff, all of which engages with communication in different ways. We will be using our new time clock plus software as well as other tech throughout 2017 to increase communication as one of the methods. We will also be implementing quarterly employee meetings throughout 2017 in an effort to engage in small group communication.
2. **TRAINING** was also highlighted as an area of opportunity in the employee survey. At the moment we are working with Libby to implement a 2017 education calendar available to all employees in which we will strive to provide tailored education to staff throughout the year. We are also looking to strengthen our partnership with firms / neighboring hospitals that will assist in providing increased CEU opportunities to our clinical staff. Earlier this year we partnered with a mock survey consulting firm which educates all staff throughout the hospital on new CMS Condition of Participations revisions, they do this onsite as well as through WebEx. Speaking of virtual training, we are also looking at opportunities to utilize tech to broaden the training we can provide here at the facility rather than offsite training. I recently met with Greg Hawkins, FRJUSD Superintendent to discuss with him exploring the idea of implementing a ROP CNA program within the school district (an idea brought up by an employee in our most recent employee meetings! Colene Hickman). Our initial conversation went very well, we both felt excited with the opportunity for the hospital and the school district to work together in an intuitive way with a shared goal of "planting seeds and growing our own" as well as ensuring our local youths have an opportunity to live and work within our community. I look forward to future discussion with the school district. A final note on training: We are working as a team to develop and implement a standardized approach to assisting our staff in their desires of obtaining further education within the confines of healthcare (Est. Early 2017 approval and roll out).

3. **BENEFITS:** The overarching theme of the next employee meetings (January) will be our current benefits package. We would like to educate the staff to benefits they may not be aware of that are available to them. We would also like to present a comparison of our benefits to other like size hospitals and employers in the north state. This presentation is not an effort to dismiss the opinion that the benefits should be better but we are hopeful it will highlight how MMHD benefits stacks up against other hospitals, employers, and state averages. We as a team feel strongly there are opportunities to partner with local groups / businesses / and individuals in a mutually beneficial arrangement to provide increased benefits to our staff that historically we have not explored. An example of a benefit we are thinking about is: Discounted Gym / Trainer memberships for MMHD Employees. I look forward to discussion with employees in January, I am confident they will provide great feedback for Administration to consider.

I hope the Survey results as my brief summary is helpful in better understanding the pulse of the facility as well as our current strategies to tackling issues as well as improve on our current success. What I was most excited about when initially reviewing the results and comments is how we aligned our 2021 Strategic Plan is with the employees responses.

MMHD Building Project

We have made great strides this month on the districts largest project, our hospital expansion project. We have completed the Schematic Design (SD) portion of the project and are now moving on to Design Development (DD). Essentially, we have completed the overall design portion of the project; we are now going through the finer details such as the materials the public will see in the building. The big news of the month, the CT currently housed outside of the building in a trailer will be moving inside of our new building. We have worked as a group to weigh out the options factoring in the cost of ownership of future trailers and the capital investment of moving the CT into newly built space. We have determined the cost of moving the CT into the building is worth the cost given the costs associated to keeping it in trailers and the potential for increased volumes and revenue.

We look forward to working as a team with Layton Construction, Greenbough Design, and Porter Consulting throughout the month of December while we consider materials and move the plans closer to submittal to OSHPD. These are exciting times!

Respectfully Submitted by,
Louis Ward, MHA
Chief Executive Officer

Chief Clinical Officer Report

Prepared by Keith Earnest, Pharm.D.--Chief Clinical Officer

Laboratory

- The laboratory CLIA inspection was November 1st. We are due for a re-inspection in two years.
- The district is buying a BioFire Film Array machine that will identify targeted organisms faster. This will enable patients at Mayers and in our community to be treated with the most appropriate antibiotic without having to wait several days for the organism to be grown on agar.
- One of the part time CLS staff has resigned. A traveler is scheduled to start on January 9th. Current staff will be working extra until then.

Physical Therapy

- Staff is cross training the scheduling and insurance authorization function in preparation of Abbey Wilson's maternity leave.
- Referrals are strong with 52 new referrals waiting for evaluation. The time to a new evaluation is 6 weeks (down from 8 weeks last month).
- Ben Wershing, PT, has joined our staff as an employee. We are happy to have Ben back.
- Due to high volumes and current staffing patterns, Physical Therapists are unable to see residents at the annex at this time but patients needing to be evaluated can be transported to the Fall River Campus.

Respiratory Therapy

- Respiratory Therapy Department has moved to a larger space.
- Mayers continues to precept OIT students and two students desire to perform their externships here.
- Pulmonary Function Testing referrals remain strong.

Imaging

- Allan Northington, Imaging Manager, reports that Interventional Radiology is on track to launch mid-January. The program will start with a varicose vein program and expand from there.
- The launch of interventional procedures is expected to increase the number of other radiologic procedures.

Cardiac Rehab

- The new treadmill and new arm machine have been shipped and we are excited to put this new equipment into use.
- Dr. Khan has agreed to perform diagnostic interpretations of cardiac stress treadmill tests performed at Mayers.

Pharmacy

- Hazardous material training for pharmacy and maintenance staff took place November 21st led by Ryan Harris.
- On the advice of the mock surveyor, the department has retained a consultant to help comply with the sterile compounding laws that go into effect January 1st. These laws will require some OSHPD remodeling to the compounding room.
- The first step towards compliance is replacing the pharmacy's carpeted flooring with vinyl flooring (scheduled to start install November 29th)

Skilled Nursing Facility – Burney & FRM
Submitted By: Sherry Wilson, RN, CNO

Census 11/21/16 is at 77

The CNA class has been completed as of last week and we are anxiously waiting for them to test. We will be getting four new CNA's out of this class.

Our State survey was completed on 11/10/16, I'm happy to report all the hard work from our LTC staff has paid off. They did a great job with only minimal deficiencies. We are very proud of all our departments.

Critical Access Hospital
Prepared by: Sherry Wilson CNO/Acute

Acute Care St. 1 Board Report November 2016

- Acute ADC for November 2.27 and Swing ADC 3.72
- Mock Survey was done and helpful for our staff.
 - Hand washing was an issue with one staff member and education has been provided to that staff member as well as to all staff.
 - Care plans have improved but continued education provided to offer the best care plans for all of the patients needs.
 - Restraint policy being reviewed and working on an algorithm that will provide a quicker look when faced with a patient needing restraints. Plan to educate providers as well on orders.
 - Still awaiting the actual State Survey.
- HIPAA Policy being reviewed with Staff to remind staff of the policy.

Submitted by Theresa Overton, RN
Director of Nursing

SURGERY

- Dr. Guthrie did 5 surgeries for the month of Oct. (1-In Patient and 4- Out Patient)
- We had another Surgery meeting this month with Louis Ward, CEO to discuss moving forward with Dr. Pafford and colonoscopy's. We will meet again Nov 14th.
- Ben Nuti CRNA and I have coordinated together and have agreed to a process for Dr. Pafford patients to go through the scheduling process with Jennette Spezio without a PreOp visit. We have yet to put this into motion as we are awaiting flyers, brochures, and informational sheets to place in the "Prep Kits" that will be furnished to the Canby Clinic. We will hopefully have these kits close to being together and ready to distribute by Nov 15th.
- Dr. Syverson took personal time for CEU's Oct 4th, therefore we were unable to schedule for general surgeries that day.
- Surgeries were up 3 patients from last months
- Procedures were down 7 from last month. We continue to have issues with people being scheduled for either their Pre-Op visit or procedure and then cancelling after being scheduled, and there has been no consistent reason for these cancelations. (example... we had 4 colonoscopies **scheduled** this week, that means that the patient had already been through the Pre-Op Process and **by their procedure Date - 3 of them had cancelled**)
- Jennette Spezio reschedules these cancelled patients as soon as the patient will allow.
- There has been a hiccup in the starting of the housekeeper in our department and Sherry Rodriguez and Libby Mee are working on this issue. Current surgery staff, mostly the Scrub Techs are doing both their job and the housekeeping duties. RN's and CRNA assist with these duties as they are able.
- Dr. Guthrie is scheduled for Nov 21st
- With the upcoming holidays in November and December we are anticipating a low number of elective surgeries and procedures for those holiday weeks.

Outpatient Services

Mayers Outpatient Services is currently in negotiations with Dr. Zittel for a renewed contract for the coming year. The possibility of returning to a physician directed wound care clinic twice a month has been discussed. Terms and outcome of negotiations are pending.

Outpatient Manager, staff, and Administration are reviewing "Wound Expert"®, a software wound care program recommended and used by Dr. Zittel. This program will eliminate the current paper documentation used on Wound Clinic day. It will expedite nurse/physician documentation. It eliminates the need for dictated H&P's or progress notes. ICD-10 codes auto populate and drive the CPT codes for the super-bill. It will interface with Mckesson for admission and billing purposes. Webinar demo dates for this program are tentatively scheduled for November. A proposal will be available for Administration's consideration by November 21, 2016.

The Outpatient Census has been up with the average monthly patient visits at 118 for January-July of 2016. A slight decrease, (under 100) occurred August/September, but the census was again 117 in October.

Michelle Peterson RN has applied to IMHF for scholarship, and will be applying to the Program at San Jose State University for her CWCN (Certified Wound Care Nurse). This certification denotes a degree of advance study and competency recognized by the wound care profession as the highest level of nursing wound care proficiency. We are fortunate to have her in the department and wish her well in this endeavor.

Kay Shannon RN, Current Outpatient Manager has announced that she will step down from management at the end of 2016. It has been a great experience but due to family health constraints, I feel it is in the best interest of the Department that someone who can dedicate the full time hours fill this position. Internal posting for the management position will be available in November.

Mayers Intermountain Healthcare Foundation Report

Prepared By: Marlene McArthur, Executive Director, Mayers Intermountain Healthcare Foundation

The Mayers Intermountain Healthcare Foundation's board of directors met to conduct business November 21, 2016, with highlights listed below:

→ Fundraising:

- North State Giving Tuesday November 29, 6am-6pm, online @ www.northstategives.org. Online giving can be from your home, office or stop by the MMH (boardroom/FRM) and give online. Door prizes, refreshments and fun all day from 6am-6pm!
- Golf Tournament event held in August netted \$21,651
- Christmas Gift Shop Sale held in November grossed \$2500
- Recruiting new volunteers! Campaigning to get volunteers to take just one day a month to work in one of the stores. See Barbara Spalding for volunteer application.
- Employee Condo/Pig Raffle (condo donated by Dr. Dahle and pig donated by Crown Motors) raised \$1640 to benefit the Foundation's scholarship fund. Winners: Theresa Overton (condo), Amanda Deforest (1/2 pig), Michele King/Michelle Peterson/Kay Shannon (1/2 pig).
- Community volunteer Evalee Nelson planned and organized the Chair-ity event held in Burney November 5th that raised \$8,846 to benefit Intermountain Hospice.
- Annual Appeal newsletter is being finalized to go out for mailing to the community the first week in December. The annual appeal is best described as a campaign conducted each and every year to stimulate contributions, raise awareness of Mayers IHF and its responsibility to raise money, develop a base of knowledgeable volunteers, and cultivate prospects for future giving.

- New Hospital Wing project overview and timeline. Community-wide campaign to be launched next year (2017).
- CPA from DH Scott conducted a mid-year accounting review of the foundation's financial records. The review went very well and will expedite year-end closing and income taxes.
- Foundation Budget Committee to meet and develop 2017 budget.
- Award Cycle will be announced to managers sometime in January 2017. The process will allow managers to submit applications requesting funding for medical equipment and/or projects.
- Board approved:
 - Chocolate Festival (1/29/17) proceeds to benefit SNF Room Renovation Project
 - Scholarship Awarded to Michelle Peterson, RN, working in Outpatient Medical Services. She will receive education in wound and ostomy care and certified to provide the specialty care upon completion of course. The certification will provide the outpatient medical department with more procedures available to patients without having the doctor present for treatment. The doctor comes from Redding and is scheduled once a month on site.
 - Resignations from Gail McClung and Edna Eades; elected Paul Kerns and Linda Adams for 4-year terms ending 2020; Renee Coe was elected corporate secretary for the foundation.
 - Grant funding from First 5 Shasta for \$1,500 was redirected from OB neonatal equipment to Comfort Carts for patients and visitors, ages 0-5.

Plant Operations & Maintenance:

Prepared by: Ryan Harris Director of Operations

- Fall River Facilities:
 - I am awaiting bids from Spaulding Construction and A G Johnson construction to repair posts and beams at the Riverview house, as well as door repairs on the PT building and dietary.
 - SNF renovations are still in the development stage, with the recent SNF survey they assisted in pointing out areas to address.
 - I am still looking into the best door lock system to better secure the facility. A system that not only utilizes a keypad, but also an electric strike and RFID reader has been brought to my attention. I will be looking into this application over the next month.
 - The certificate of compliance for our Shasta County hazardous Waste violations has been completed and submitted to the county.
 - The SNF survey at the Fall River Facility went as expected and most of the issues brought up will be corrected during our SNF Renovations.
 - The Fire Life Survey went well with only minor deficiencies noted.
 - Our holiday lights are now up at both facilities and we have a new 12' tree in the lobby in Fall River. I invite everyone by to take a look at the new tree it is quite impressive. It will be decorated on December 6th.
- Burney Facility:
 - The SNF survey in Burney went very well with only minor deficiencies brought to my attention.
 - There were many deficiencies noted during the Fire Life survey in Burney. We will have to wait until we receive back the 2567, but we have already started to address many of them and started to look into process improvements for future surveys.
- Routine Maintenance Log:
 - Dave Burks and I are finalizing our routine maintenance log and are still on pace for implementation starting January 2nd if not sooner.

Dietary:

- The SNF Survey went well and there were many improvements over previous years. The entire operations staff worked very hard over the last couple of months to ensure their departments were survey ready.
- We have done a cost analysis of our menu to make certain that we were not losing revenue in our Dietary Department.
 - Example: Cheese Burger with Chips \$4.00
 - Cost excluding labor: \$1.76
 - Chips \$.28, beef patty \$.67, cheese slice \$.10, bun \$.22, lettuce \$.04, tomato \$.15, pickles \$.06, onions \$.09, and condiments \$.15.

Purchasing:

- Steve sweet and I are currently looking into improvements in our PO and requisition process. This is to help make certain there is more oversight on ordering as well as ensuring all appropriate signatures are in place for orders.
- I have contacted our new Premier Rep to make us aware of new and expiring agreements, savings opportunities, and answer questions in regards to suppliers, products and issues we are having with price increases. I also want them to help us look into any areas that could potentially reduce cost.

Environmental Services:

- I am currently working with Michael Cates, District Manager for Aramark, on a 10% price reduction. As of yet, we have not received the price reduction promised. If I have not seen the price reduction by the end of November, Sherry and I will start looking further into in-house laundry as well as another vendor.
 - Sherry Rodriguez has been able to reduce our linen inventory by 5% in the month of November.
 - The SNF Survey went very well for Environmental Services with only minor deficiencies brought to my attention.
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Capital Expenditure Plan
(Tool for Grant Planning Acquisitions)

Department	Current Manager	Item Description	Priority	Estimate	Status	Possible Funding Source	Submit Date	Board Reviewed	
Administration	Louis Ward	HVAC units (14) - FR	High	\$750,000.00			2/11/2015	3/25/2015	
		Electronic Sign (Front of FR)	Low	\$8,000.00			2/16/2015	3/25/2015	
		Flooring St. 3	Low	\$50,000.00			2/11/2015	3/25/2015	
Cardiac Rehab	Trudi Burns	OSHPD 3 Code Compliance OP Clinic Burney	High	\$100,000.00			2/11/2015	3/25/2015	
		Vital signs monitor	High	\$3,000.00			9/7/2016		
		NuStep Commercial Grade	High	\$3,800.00			9/7/2016		
Emergency Room	Theresa Overton	Ambulance Gurney	High				8/25/2015	12/16/2015	
		Wheelchair					3/1/2016	Pending	
Surgery	Theresa Overton	Bedside Tables					3/1/2016	Pending	
		(2) DPM-6 Cardiac Monitors	High	\$19,600.00			10/2/2013	3/25/2015	
		R&F X-Ray (Title 22 reg)	High	\$558,576.60			10/15/2015	12/16/2015	
Imaging*	Adam Dendauw	General X-Ray	High	\$200,000.00		\$200K USDA LOAN	10/15/2015	12/16/2015	
		Portable X-Ray Machine (replacement)	High	\$189,000.00	Grant Pending	Dignity Health Grant	2/16/2015	3/25/2015	
		Ultrasound	High	\$180,000.00	PENDING	USDA LOAN	1/8/2013	3/25/2015	
		C-Arm	High	\$200,000.00	Pending	USDA LOAN	10/15/2015	12/16/2015	
		Burney Services:							
		a. Removal/Reinstall Burney X-ray	High	\$5,200.00				2/16/2015	3/25/2015
		b. General X-Ray	High	\$161,206.00				5/18/2015	12/16/2015
		Added Services-Burney Specialty Clinic:							
		i. Ultrasound Exam Table	High	\$8,097.20				5/18/2015	12/16/2015
		ii. Ultrasound High-Level Disinfecting Station	High	\$1,893.00				10/15/2015	12/16/2015
Laboratory	Chris Hall	Interface for Microscan Analyzer to Paragon	High	\$7,000.00			10/14/2016		
		Microbiology software package for Paragon	High	\$25,000.00			10/14/2016		
		BioFire Film Array Analyzer	High	\$41,209.20			10/14/2016		
Acute	Theresa Overton	Bladder Scanner							
		New Call System					3/1/2016	Pending	
Skilled Nursing	Sherry Wilson	Geri-Chairs	Low	\$1,596.00					
		Wheelchairs	High	\$2,869.13		\$ donated from senior project		6/27/2012	
		Patient Lifts	High	\$12,000.00		MHMF (2)		6/27/2012	
		Van	High	\$50,000.00				6/27/2012	
		Burney Lobby TV	Medium					3/25/2015	
ADA Compliant Automatic Doors/Burney							3/25/2015		
SNF Renovation									
SNF Beds									
EMR Point-Click-Care									

Capital Expenditure Plan
(Tool for Grant Planning Acquisitions)

Dietary	Susan Garcia	Base Warmer	Low	\$10,000.00		6/15/2011	6/27/2012
		Dishwasher	Low	\$15,000.00		6/15/2011	6/27/2012
Pharmacy	Keith Earnest	Slicer	Low	\$5,000.00		6/15/2011	6/27/2012
		Plate warmer	Low	\$12,000.00		6/15/2011	6/27/2012
		Streamtable	High	\$3,000.00		10/10/2016	
		Food Tray Delivery Carts	High	Waiting On Price		10/10/2016	
		Shelving Racks	High	\$9,000.00		10/10/2016	
		Walk in Refrigerator	High	\$11,000.00		10/10/2016	
		Freezer	Low	\$24,000.00		10/10/2016	
		PCA Pump	High	\$3,000.00		11/12/2015	12/16/2015
		3/4 ton 4x4 Pickup - Used	Medium	\$25,000.00		2/14/2012	6/27/2012
		Flat bed trailer (16' \$2700 - 18' \$2800)	High	\$3,000.00		11/12/2015	12/16/2015
Maintenance	Dave Burks	Replace Exterior Doors As Needed	High	\$15,000.00		10/10/2016	
		Keypad Exterior Door Locks	Low	\$5,000.00		10/10/2016	
		New Vacuum Pump System	High	\$10,000.00		10/10/2016	
		Resurface Parking Lot in Burney	High	Waiting on Bids		10/10/2016	
		New Boilers in Burney	Low	\$5,000.00		10/10/2016	
		Paper Shredder	Medium	\$2,500.00		3/29/2012	6/27/2012
Quality	Jack Hathaway	Quality Software & Training	High	\$85,000.00		10/10/2016	
		Software for Nursing CE Training		\$4,000.00		8/2/2012	2/24/2014
IT	Chris Broadway	EMR Replacement Server from Dell	High	\$249,249.32	In progress	9/15/2016	
		Paragon HPF Software	High	\$420,000.00		2/16/2015	3/25/2015
Physical Therapy	Daryl Schneider	Upright Bike for PT Patients		\$400-\$800		1/14/2013	2/24/2014
		Sound Proofing Gym		\$1,000.00		2/11/2015	3/25/2015
Outpatient Services	Kay Shannon	Patient Chairs		Grant Pending	Redding Rancheria Grant	10/2/2013	2/24/2014
		IV Infusion Chair	Medium	\$1,300.00		1/14/2013	2/24/2014
		Wheelchairs (2) - 24" wide	Medium	\$630.00		9/11/2015	12/16/2015
		ADA Toilets (3)				10/17/2016	
Housekeeping	Sherry Rodriguez	Scrubber for Burney Annex	Medium	\$5,000.00		9/27/2015	12/16/2015
		PAPR Respiratory Protection System		\$2,144.00		2/11/2015	3/25/2015
Infection Control	Shelley Lee	Mobile Phlebotomy Lab Draw Carts x4	High	\$4,415.00			
		Power-PRO XT - Amb Gurney	High	\$15,000.00		2/11/2015	3/25/2015
Ambulance	Theresa Overton	Mobile Data Computers	Medium	\$3,900.00		2/11/2015	3/25/2015
		Cardiac Monitors - Life Pac 15	Medium	\$36,000.00		2/11/2015	3/25/2015
		Portable Radios	Medium	\$9,000.00		2/11/2015	3/25/2015
Respiratory	Adam Dendauw	Safety clothing	Medium	\$3,000.00		7/9/2014	3/25/2015
		V60 Respironics BIPap Machine	High	\$12,600.00		2/11/2015	3/25/2015

\$3,734,681.45

Updated: 10/31/2016
Annual Board Approval:

(ATTACHMENT D)
Questions Submitted to Board
By Natalie & Gary Cox
11-22-16

SPECIAL MMHD MEETING WITH THE PUBLIC
WEDNESDAY NOVEMBER 30, 2016

1. In the 7 months prior to the closure of the OB there is no indication of any problems that you would be considering closing the OB Department. In the effort of genuine transparency, can you tell us what led to the closure?
2. We are well aware that the nursing staff you have in place, stepped up and volunteered to cover for the ER in order to free up the On-call Nurses. Why weren't they allowed to help in this crisis?
3. Have you considered having a committee of concerned Community Members, Doctors, Nurses and Administrators to meet together and brainstorm for possible solutions to recruit new OB Nurses and Doctors?
4. How is your recruitment going for hiring new doctors?
5. What would it take to reopen the OB Department?
6. After speaking to different doctors, nurses and other hospitals, we were given a list of employees that are needed to staff the OB Department and any positions or equipment related to keep staff a safe and reliable OB Department. This number varied from 10 – 12 positions and various equipment needs. Where exactly is the money going that was allocated for the OB Department, their staff and equipment?
7. About the same time the OB Department was closed, all ON-Call ER surgical staff was reduced from 168 hours a week to a mere 30-40 hours per week. This means that if you are in critical condition the hospital's only choice on Friday, Saturday, Sunday and varying Mondays would be to stabilize a patient and then they must transfer them by helicopter, airplane or ambulance to another Critical Care Facility. At this time, the public has not been made aware of this drastic change in ER Services. What we see as a community is along with the elimination of the OB Department that we are losing another extremely significant life saving service. This causes us grave concerns. What are we to expect in the near future and the long-term future?