

Attachment A
FINAL

Mayers Memorial Hospital District
Board of Directors – Regular Board Meeting

Date: November 30, 2016
Time: 3:00 P.M.
Location: Mayers Memorial Hospital
Fall River Mills, 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 3:00 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: none

Staff Present: Louis Ward, CEO; Travis Lakey, CFO; Ryan Harris DOO; Sherry Wilson, CNO, Keith Earnest, CCO; Valerie Lakey

2. CALL FOR REQUEST FROM AUDIENCE TO SPEAK TO ISSUES OR AGENDA ITEMS: None

3.

3.1 Resolution 2016-12 October Employee of the Month (**Approved**) **Kerns/Albaugh – Tyson Wilson**

3.2 Hospice Quarterly Report – Mary Ranquist – Candlelight Remembrance Service is December 5th in Burney and December 7th at the Glenburn Church. Census has been low; we have had 532 patient days. Staff has been working on electronic policy and procedure during low census. Annual Chair-ity event went very well. Hathaway noted hearing great things about the Hospice program.

4. APPROVAL OF MINUTES – A motion/second and carried, the Board of Directors accepted the minutes of the October 26, 2016 Regular Board Meeting. Note: DRAFT minutes reflect individual board member votes on item 7.3 (Beyer Appointment 5-0 vote to appoint Beyer to board vacancy) (**Vasquez/Whitney**) – **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:***
 - ✓ Congratulated SNF on the Survey. Fire Life Safety went well.
 - ✓ SEMSA – working on a partnership for the EMS services. SEMSA as a regional partner could bring value to the EMS services in the area. Working with staff to get input. Discussion on assets (current and future) Visited Plumas to see what their model with REMSA was. It has been successful at Plumas. There were many questions from the board for Mike Williams from SEMSA. It is suggested to have open session for community questions in Fall River and Burney to explain the pending partnership. We want to make sure to show community and staff the value it will bring to the area. The EMS training center and Air ambulance would be large benefits. We will be working on this and will have a contract next month.
 - ✓ Building Project – a lot of progress this last month. Space plan and cost of the building. We have received a budget. Moving to design development. We should have the guaranteed maximum price in the next 2 months – at that time USDA will begin funding. We will remain at \$50 per \$100K on the bond issue. CT will be moved into the new building. Design was reviewed and key players have signed off on it.
- **Ryan Harris – Director of Operations - *In addition to the written report:***
 - ✓ County Survey – Hazardous Waste – needed EPA ID numbers. We now have numbers for both facilities. Waste will be picked up from both facilities, changed system. County has been very helpful. Permitted for “small”. Whitney noted Stericycle weighs and reports waste. Stay aware of waste size.
 - ✓ SNF survey went well for Harris’ departments.
 - ✓ Fire, Life, Safety – highest tag was an “E” tag. Largest – Hue and Cry had not yet done annual inspection. Overall there were 11 tags.
 - ✓ Dietary - business is increasing (salad bar, soup)
 - ✓ Nothing to report on the Burney Building
 - ✓ Harris also answered questions about Aramark
- **Keith Earnest, CCO - *In addition to the written report:***
 - ✓ BioFire machine – will be able to identify sample within an hour as opposed to 48 hours. When we know what the organism is – we get the antibiotic correct. It will help with antimicrobial program. We will know what we are dealing with faster. On SNF it will help with breakouts. It will advance our care greatly.
 - ✓ PT – down to evaluation is down from 8 weeks to 6 weeks. Ben Wershing is now staff not registry.
 - ✓ Will have to re-do sterile compounding space. Law goes into effect January 1 – we will file a waiver. The process will have to go through OSHPD. We have a consultant. New laws are overwhelming. Carpet is now removed. Will have to have an anti room and a clean room.
- **Sherry Wilson, CNO – *In addition to the written report:***
 - ✓ There were 18 tags on 2567. Many were small, simple fixes. Highest tag was a “D” – self report on a resident abuse – a “dignity” issue. Only 5 tags were related to the Annex; no Med Errors. Staff wants to learn and appreciate the Mock Surveys. Jack Hathaway has been a big help. Staff is encouraged. This group of surveyors was really “quiet”. Talking about rewarding the staff. Whitney noted that it was a great survey.
 - ✓ Theresa Overton, DON – awaiting ACUTE survey. Had Mock Survey recently.

6. BOARD COMMITTEES:

6.1 Finance Committee –Chair Allen Albaugh

6.1.1 Committee Meeting – Travis Lakey Reported on the committee meeting – see Board Finance notes. Numbers in ancillary service are down. (Except ER)

6.1.2 Quarterly Finance Review – Move to December

6.1.3 October Financials –(Albaugh/Whitney) – Approved All

6.1.4 Approval of Capital Expenditure Plan – (Albaugh/Whitney) – Approved All

6.1.5 Review/Approval of Layton Contract – Board just received the 287 page contract. Required by USDA – a lot of “boiler plate” language. Looking at opportunity to provide work to local trades. Tyler Davis is a great resource and has been a lot of help in many areas. May be an action item at the December board meeting.

6.2 Strategic Planning Committee – Chair Abe Hathaway

6.2.1 Committee meeting – SEMSA, Building Project

6.2.2 Board Assessment – Kerns had a report on the board assessment. (Power Point)

6.3 Quality Committee – Chair Mike Kerns

6.3.1 Committee Meeting Report – No Meeting

7. NEW BUSINESS

7.1 Annual Program Evaluation – DRAFT Will approve in December

7.2 Employee Surveys – Received 60 +survey responses. Communication, Training, Benefits were three big areas. Reviewed our methods of communication. Employee meetings were held in October. January 18, 19th will be the next employee meetings. Spending more administrative time in Burney. Training opportunities: ROP CNA program, virtual training, standardized approach with assisting with formal education. Benefits – major topic of upcoming employee meetings. MMHD pays about 75% of insurance. Employee bonus for all staff for Christmas.

7.3 Nominating Committee Appointment for 2017 Board Members – Albaugh, Vasquez

8. INFORMATION/BOARD EDUCATION/ANNOUNCEMENTS

BOARD COMMENTS, UPCOMING EVENTS, ETC. –

- Art Whitney was presented with a plaque for his service to the board as his term is expiring.
- Val Lakey gave a report on legislation, ACH Transparency and Little Hoover Commission

9.1 Announcement of recess – 4:55 pm

10. Reconvene Open Session - no closed session

11. RECONVENE OPEN MEETING – DISCUSSION OF OB DEPARTMENT

Public Discussion:

Reconvened – 6:00 pm

Chair Hathaway – 4 annual evening meetings (2 FR, 2 Burney)

The board received a list of 7 questions

1. Recruitment – Hiring physicians – MMHD is unable to do so by law. Recent legislation AB2024 will allow Critical Access Hospitals to recruit and hire after January 1, 2017. MVHC physicians have privileges to see patients at the hospital. Working with MVHC in recruiting.
2. The board (2012) reviewed the number of births and decided to start tracking all aspects of OB (Nov 2012 – Aug 2016). Hospital out of compliance in August 2016 - Board direction to end the OB
3. Equipment and finances – where were those distributed? Foundation acquired – pulled back and put back and used for other department. OB department – no extra revenue.
4. On-Call Surgical staff hours reduced. That practice has been the policy. CRNA not available daily.
5. Nursing staff stepped up...OB certified nurses were asked to step up and help.

Les Cufaude – Questions about recruiting doctors, strategic plan

Sandy Jensen – Thanked the board and Brenda Haines from La Malfa’s office for attending. She noted the importance of hospital and because of young families – OB is important. School enrollment is up. Reaching out to community for answer would be a good thing. Thanks to dedicated healthcare staff.

Natalie Cox - Why are the numbers dropping – said she researched and there is a physician encouraging people to go to Redding. School enrollment is up. Questions about care for OB patients – Hathaway noted that it is MVHC that provides that care. Would like to be involved with brainstorming. Would like to hear from board within next month.

Gary Cox – Community wants to help. Questioned transparency. Wondered where the transparency was on the closure of OB. No community input. Re-iterated what had happened with the OB situation. 54954.2

Jim Reed - Gave a LAFCO scenario – filed a lawsuit. 1255.1 non-compliance – community will file a lawsuit if we don’t re-open and meet compliance.

12. ADJOURNMENT: There being no further business, at the hour of 3:30 p.m., President Hathaway declared the meeting adjourned. Next meeting December 28, 2016 – Burney