

**MAYERS MEMORIAL HOSPITAL DISTRICT  
QUALITY COMMITTEE MEETING  
MINUTES – JULY 12, 2017**

<b>FINAL Attachment A</b>
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QC Attendance

Laura Dolman-Beyer, BOD  
Committee  
Michael Kerns (for Vasquez)  
Theresa Overton  
Louis Ward  
Sherry Wilson  
Dr. Tom Watson

Other Staff Present

Valerie Lakey  
Dawn Jacobson  
Daryl Schneider  
Mary Ranquist  
Adam Dendauw  
BJ Burks

Absent

Beatriz Vasquez, PhD, Board Chair

*(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.)*

SUBJECT	DISCUSSION	
CALL TO ORDER	The meeting was called to order at 12:03 pm by Beyer in Fall River Mills	
Public Request to Speak	None	
Opening Remarks by Vice Chairman Beyer		
Minutes	Minutes from the June 14, 2017 Quality Committee meeting were approved. <b>M/S/C (Hathaway, Ward). All Approved</b> Kerns Abstain	<b>Approved</b>
Department Reports	<p><b>Business Office, Travis Lakey</b> (See written report)</p> <p><b>Hospice, Mary Ranquist</b> – Reported on quality project to build binders with information on hospice and all pertinent information. There are standard of care guidelines to be used for developing the materials. These should be done by the end of the year. She has also been working with Dawn Jacobson on End of Life Care in-service. Ranquist also noted the fundraiser by the NorCal Road Gypsies (Car Show)</p> <p><b>Respiratory, Adam Dendauw</b> – New BiPap machine purchased from Foundation Grant. Dendauw showed the difference between the old one and the new machine. Meets regulatory needs for the start of 2018. They will be doing an in-service with nursing staff.</p> <p><b>SNF Activities, BJ Burks</b> – Music and Memory program for residents has started. The department is working on community projects to help residents stay connected with community. Residents participated in Burney Basin Days float. They are doing letters to the veterans. Activities are aimed at covering all levels of functioning abilities. They will be deciding on one more community project. Activities’ staff is working with the Point Click Care program.</p>	<b>Reports</b>

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	<p><b>Staff Development, Dawn Jacobson</b> – (See written report) In-services almost every week. New dementia training video series has been purchased. Acute Skills training was successful. Training space is hard to find, as the calendar is full. Step raises are contingent on completing employee training. There are still some issues with completion of handwashing monitoring.</p> <p><b>Physical Therapy, Daryl Schneider</b> – There are now 4 full time PT’s. Back door has been fixed. Hours are now 7 am – 5 pm. Two staff members are doing four 10 hour shifts. Contracted with elementary schools to provide physical therapy. Been using the Burney pool for some therapy. Looking into grants for the future. Received about \$9000 grants in the last year. (Chairs, anatomical models, versa climber) Using portable stairs. The department would love to have a dedicated PT for Acute and SNF. Trying to pursue the idea of an OT. PT can only work on one part of the body per visit through medicare. There is still an 8 week wait list.</p>	
<p>Quarterly Reports</p>	<p><b>Safety, Valerie Lakey</b> – Lakey reported on the Workplace Violence Plan, Visitor sign-in log.</p> <p><b>Workers Comp, Libby Mee</b> (Written Report) Need to improve the physician documentation on workers comp</p>	<p><b>Reports</b></p>
<p>Standing Reports</p>	<p><b>SNF – Sherry Wilson:</b> Mock surveyor is currently here. Focusing on care plans and assessments. Point Click Care is going smoothly. There has been good support from the company. Can monitor intakes and process within the system.</p> <p><b>Administrative – Louis Ward:</b> Ward had been in Burney for the employee meetings. There is an employee idea challenge underway. Feeling from Burney employees of more support needed. Safety concerns. Concerns over the ability to provide activities to residents in Burney. Attended the community meeting in Burney last night regarding homelessness, crimes. Law enforcement is negatively penalized for jailing these people. Working on a badging system for the doors. Met with CDPH yesterday – good meeting about. Chico District office administrator. CHPD leadership was there. Agreed to having bi-Annual meetings with the hospitals – to improve relationships. Shared mission of meeting the needs of the patients. At SP there were community members that spoke about dialysis. Currently researching. Must have 2 machines per title 22 per every 5 patients seen per week. Will be reporting to SP in August and carry to finance. Patient televisions – looking at the quality. Will be providing a report on the outcomes of the employee meetings.</p> <p><b>Quality – Jack Hathaway</b> – CalHin – program for quality improvement. Reviewed annual report. There will eventually be a CAH collaboration to be able to use the smaller statistic base. Reviewed a report on readmission rate. Reviewed Best Practice guides. Also talked about how to engage physicians in quality agenda.</p>	

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	<p><b>Infection Control – Dawn Jacobson:</b> Discussion of handwashing monitoring reports.</p> <p><b>PRIME – Jack Hathaway</b> – We were able to capture all of the 30 required patients upon admission and discharge. Some LTC patients were used in the process. We can do a program modification once a year. There is an education obesity program</p>	
<p><b>Old Business</b></p>	<p><b>Compliance Plan Code of Ethics</b></p> <p>Hathaway has met with Vasquez and will meet with Beyer.</p>	
<p><b>New Business</b></p>	<p>Policies for Approval: (Kerns, Hathaway) – Approved All</p> <ul style="list-style-type: none"> <li>*CEO Performance Evaluation P&amp;P – Public Forum During Board Meetings and Request to be Heard Advance Directive Policy MMH494</li> <li>*CEO Job Description BOD Approved 2.24.10 Parenteral Products - Quality Assurance</li> <li>*do after the board reviews evaluation procedures.</li> </ul>	

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<b>Announcements, Other, Future Agenda Items</b>		<b>Discussion</b>
<b>Closed Session</b>	1:40 pm Chief of Staff Report – Dr. Tom Watson Reconvene 1:52 pm No Action	
Announcements;	Next meeting: Wednesday, August 9, 2017 in Fall River Mills	
Adjournment	Meeting adjourned 1:56 pm	

Minutes By: Valerie Lakey