

Chief Executive Officer
Louis Ward, MHA



Mayers Memorial Hospital District

Board of Directors
Michael D. Kerns, President
Beatriz Vasquez, PhD, Vice President
Abe Hathaway, Secretary
Allen Albaugh, Treasurer
Laura Beyer, Director

**Board of Directors
Regular Meeting
Minutes**

September 24, 2018 1:00pm
Boardroom (Fall River Mills)

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: Mike Kerns called the regular meeting to order at 1:00pm on the above date.

BOARD MEMBERS PRESENT:

Mike Kerns, President
Beatriz Vasquez, Vice President
Abe Hathaway, Secretary
Laura Beyer, Director

ABSENT:

Allen Albaugh, Treasurer

STAFF PRESENT:

Louis Ward, CEO
Travis Lakey, CFO
Ryan Harris, COO
Candy Vculek, CNO
Keith Earnest, CCO
John Grimmatt
Daryl Schneider
Marlene McArthur
Moriah Padilla
Jessica Stadem, Board Clerk

2 CALL FOR REQUEST FROM THE AUDIENCE - PUBLIC COMMENTS OR TO SPEAK TO AGENDA ITEMS

None – James Elkins visitor

3 APPROVAL OF MINUTES

3.1 A motion/second carried; Board of Directors accepted the minutes of August 22, 2018. Vazquez/Ward **Approved All**

4 DEPARTMENT/OPERATIONS REPORTS/RECOGNITIONS

4.1 A motion/second carried; Moriah Padilla was recognized as August Employee of the Month. Vasquez/Beyer **Approved All**

4.2 **401k Annual Report:** John Grimmatt from Tri Counties Bank, works with Raymond James. Provided hard copy of 401k program statistical information.

4.3 **Addition of Service Line: Occupational Therapy:** Daryl Schneider presented PowerPoint. SNF consultant and DON both think that OT would be very beneficial to SNF especially, but all patients would benefit; recommend to the board to add this service line and start a search, would use recruitment firm to find candidates, possibly use long-term traveler; with the trouble of staffing PT, how do we keep up with staffing an OT? Could potentially see increase in swing patients with services, will report back in a few months.

A motion/second carried; will begin searching to increase outpatient services to include Occupational Therapy and Speech Pathology

Hathaway/Vasquez **Approved All**

- 4.4 **IHF Quarterly Report:** Monday, Sep. 16 IHF board meeting, presented PowerPoint, had separate booth at the fair, intern volunteered time to create presentation for fair booth, \$22k net from golf tourney, participating in NSGT, project to be announced; shortening foundation name to Mayers Healthcare Foundation, new logo presented next year; reached \$3mil goal as of this year, campaign going to April 2019, still seeking donors and some room naming left.

5 BOARD COMMITTEES			
5.1 Finance Committee			
5.1.1	Committee Meeting Report: Nothing pressing to report.		
5.1.2	A motion/second carried; acceptance of August 2018 Financial Review, A/P, A/R.	Hathaway/Beyer	Approved All
5.2 Strategic Planning Committee			
5.2.1	Committee Meeting Report – Discussed project status; modified employer of choice section of Strategic Plan, will continue discussion about how to better measure that section.		
5.3 Quality Committee			
5.3.1	Committee Meeting Report – Keith presented on the sterile compounding inspection; Jack reported on compliance training and PRIME; infection control reported about hand washing phone apps.		
6 NEW BUSINESS			
6.1	JPIA: Collab between MMHD, Lakeview, Modoc, Surprise valley, joint powers of agreement for trainings, contracts, etc. great relationships have been made; will not dissolve, but will put on hold, too many changes have been made and are going to happen, all CEOs will continue to meet and collaborate		
6.2	Employee Health Benefits: Keeping CSAC, 4% increase to total cost, employees see \$12 increase per month; self-funded dental plan, Cypress still 3 rd party administrator, minimal risk, will have buy-up option for increased coverage; offering extra options through Unum, much like Aflac.		
6.3	Policies for Approval: A motion/second carried; approved all, except for the following: did not approve Social Media policy, will take to Operations and then to Quality, needs revision.	Hathaway/Beyer	Approved All
	<ul style="list-style-type: none"> • Employee Referral Bonus Program • Ergonomics Program • Organizational Code of Conduct • Patient Right to Access, Inspect and Copy Medical Records • Patient Right to Request Restrictions • Policy Documentation • Protection from Malicious Software • Psychotherapy Notes • Right to Amend • Sanctions Policy • Social Media – Did not approve • Workplace Violence Prevention Plan 		

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.

7 ADMINISTRATIVE REPORTS

7.1 Chief's Reports

- 7.1.1 **CEO:** Presented Ryan with framed first OSHPD building permit. Continuing discussions regarding pharmacy space, toured Modoc's pharmacy, discussing staffing models; SEMSA is potentially looking at moving their airbase to the hospital, meeting with CEO and COO, and COO of Air Methods next week; attended ACHD annual meeting with Beatriz and Theresa, several helpful presentations, will be available on ACHD website; Wipfli cost report conference with Travis and Abe, appreciate the straightforward approach to the presentations;
- 7.1.2 **CCO:** Have hired CLS for lab. Nothing additional to report.
- 7.1.3 **CFO:** A/R days should start to go down, discussed new Experian software issues with other hospitals, low revenue month.
- 7.1.4 **CNO:** Written report provided. Hired Marla Elkins, FNP, for SNF, will help providers with rounding in both facilities, will also manage Infection Control, also looking at bringing on a consultant; Activities department working on introducing Senior TV, provides extra channels for residents, as well as 2 special channels for specific information regarding the facility activities, menu, staff profiles, and a movie channel, will start in Fall River in November.
- 7.1.5 **COO:** Ryan sending daily updates on status of building; laundry facility room is being put on, opening date should be February 1, will order equipment and linens next month; no security incidents since the fence has gone up, access control installation has begun, started handing out key cards, front doors will be open during business hours unless security issues arise; hired interim Director of Dietary Services, she is a registered dietician, will help with staffing and flow in the department, still struggling with staff, Libby looking at staffing agencies for help with dietary, will contact culinary school recent grads.; RFP for architect on retainer, 3 year contract, hoping to get out by end of September, returned by end of Oct, mid-November for selection;

7.2 **Construction Change Orders:** A motion/second carried; board approves Hathaway/Beyer **Approved All**
\$10,300 addition from Berg Electric to run conduit from back of new building to provide power for other services, such as MRI, in the future.

7.3 **Job Site Tour:** Will do job site tour every board meeting in Fall River. OSHPD onsite for concrete pour on Wednesday.

8 OTHER INFORMATION/ANNOUNCEMENTS

None.

9 ANNOUNCEMENT OF CLOSED SESSION – 3:57pm

9.1 **Government Code Section 54962:**
Quality Assurance: Quality Improvement Issues, Medical Staff Report

Medical Staff New Appointments:
Robin Rasmussen, MD – Wound Care

Medical Staff Reappointments:
Todd Guthrie, MD – Orthopedic Surgery
Thomas Watson – Emergency and Family Medicine

Allied Health Professional Reappointments:
Darla Schmunk, FNP
Ben Nuti, CRNA

9.2 Personnel Government Code 54957

9.3 Real Property Government Code 54956.8

9.4 Pending Litigation Government Code 54956.9

10 RECONVENE OPEN SESSION: 5:33PM

A motion/second carried; all credentials approved.

Vasquez/Beyer Approved All

A motion/second carried; board approves purchase of property at 43471 Highway 299E, Fall River Mills, CA 96028 up to \$170k

Kerns/Hathaway Approved All

Completed review of CEO annual evaluation

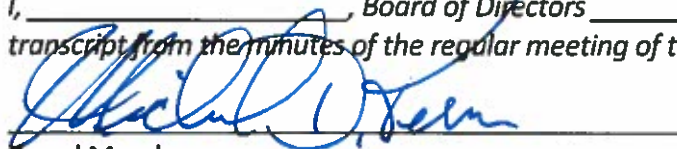
Foundation & District organizational understanding, by-laws, on next agenda

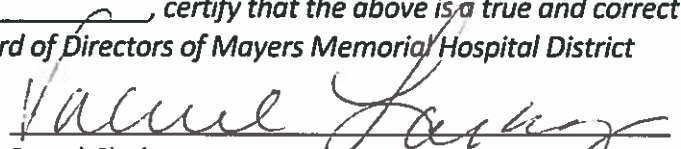
CEO contract review on next agenda, closed session action item

11 ADJOURNMENT – 5:39pm

Next Regular Meeting – October 24, 2018 (Burney)

I, _____, Board of Directors _____, 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


Board Member


Board Clerk