

Chief Executive Officer
Louis Ward, MHA



Mayers Memorial Hospital District

Board of Directors
Beatriz Vasquez, PhD, President
Abe Hathaway, Vice President
Laura Beyer, Secretary
Allen Albaugh, Treasurer
Jeanne Utterback, Director

**Board of Directors
Regular Meeting
Minutes**

May 20, 2019 – 11:00 am
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: Beatriz Vasquez called the regular meeting to order at 11:01 am on the above date.

BOARD MEMBERS PRESENT:
Beatriz Vasquez, President
Abe Hathaway, Vice President
Laura Beyer, Secretary
Allen Albaugh, Treasurer
Jeanne Utterback

STAFF PRESENT:
Louis Ward, CEO
Travis Lakey, CFO
Ryan Harris, COO
Keith Earnest, CCO
Marlene McArthur
Val Lakey, Board Clerk

ABSENT:

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

3 APPROVAL OF MINUTES

3.1 A motion/second carried; Board of Directors accepted the minutes of April 24, 2019. *Beyer/Utterback* *Approved All*

4 DEPARTMENT/OPERATIONS REPORTS/RECOGNITIONS

4.1 A motion/second carried; Wendy Washburn was recognized as April Employee of the Month. Resolution 2019-6 *Beyer/Albaugh* *Approved All*

4.2 Mayers Healthcare Foundation Report – Marlene McArthur – In addition to the written report. Albaugh gave McArthur and her staff kudos for getting job done! McArthur thanked the cabinet committee. The foundation is in the process of a strategic plan to keep the momentum going. McConnell Foundation was here last week to tour the facility. (Current and new). Foundation board will meet today to review scholarships and grants. The name change is in process.

5 BOARD COMMITTEES

5.1 Finance Committee

5.1.1 **Committee Meeting Report:** Finance committee heard from Surgery. There are now 2 contracted CRNAs. There is a lot of savings in the department on the CRNA. The department is operating in the positive.

5.1.2 **April 2019 Financial Review, AP, AR and acceptance of financials.** *Albaugh/Hathaway* *Approved All*

5.1.3 **Board Quarterly Finance Review** *Albaugh/ Utterback* *Approved All*

5.1.4 **Pharmacy Paving Quote** – Quotes were received for the paving of the pharmacy parking lot. Nelson Contracting was the contractor recommended by the Finance Committee. The total bid is \$98,300 with a 3-inch coverage. *Hathaway/Albaugh* *Approved All*

5.2 Strategic Planning Committee

5.2.1 **Committee Meeting Report** – Chair Albaugh noted the amount that is paid in traveler’s for LTC/SNF. We are spending about \$5500/day – which is the equivalent of about 17 residents based on the reimbursement received. Looking at what is the optimal number of residents in the LTC/SNF. Questions arose regarding what is the number of residents that could be managed with our own staff. He also addressed the 5-star rating component. Quality and staffing levels are a part of the 5-star rating. The staffing ratio has been increased in order to reach 5-star rating. Only a certain number of facilities can reach the 5-star. Part of the MMHD Strategic Plan is to achieve the 5-star rating. 8 hours per day of RN care. Vculek noted this is what is needed to get us beyond a 1-star. Albaugh asked what is attainable. We may need to look at our goals and strategic plan. Utterback asked if there is funding tied to a higher star rating. Vculek noted the \$5500 per day registry is LVN and CNA costs. Utterback concurs that we need to do the best for our community. Vculek noted that the higher the staffing is tied to increased quality. If we want to keep quality care we need more RNs. Hathaway said that we need to look at an optimum number. Ward and Lakey will do a study with Wipfli to see what things would look like. Vasquez suggested that the board has a strategic planning workshop in the future to re-evaluate. Potentially in August. Beyer asked to have a specific session on what a 5-star meeting means – it will be discussed at Quality.

Albaugh also mentioned looking into Assisted Living and Home Health Care. Staff will do research.

5.3 Quality Committee Chair Beyer

5.3.1 **Committee Meeting Report** – DRAFT minutes attached to board packet

6 NEW BUSINESS

6.1 **Policies & Procedures** – See attached – Potentially cross-reference the 1135 Waiver *Beyer/Utterback* *Approved All*

7 ADMINISTRATIVE REPORTS

7.1 Chief’s Reports

7.1.1 **CEO:** In addition to the written report, Ward reported we are at the final stages of the SEMSA contract. Should be by the end of the week.

We received our Pharmacy license. Looking at August 1, 2019 open date.

Had a great hospital week.

Utterback noted the Day Care would be a great opportunity.

- 7.1.2 **CCO:** Updates to written report. We have hired a Respiratory Therapist and a lead on a second one. Talked about staffing, services and workflow.

Hospice Chaplain moved. Buck Buchanan is the interim. There are a couple of leads for the new chaplain.

- 7.1.3 **CFO:** Lakey mentioned we are at 165 days cash on hand. A/R days are at about 56.

- 7.1.4 **CNO:** Candy Vculek reported in addition to the written report. Hathaway noted about changes needed in some of the culture – Using LEAN Six Sigma. There is resistance to change. Discussion about uniforms. We received the initial EMTALA. There will be tags related. Most gaps have been addressed.

- 7.1.5 **COO:** Moving forward on clinic. Hoping to submit to clinic in August. On the 1956 Building and potential demo and/or seismic wall.

Layton will complete contractual obligations on seismic separation. Laundry – 60 day process improvement plan – everything is going well.

- 7.2 **Construction Change Orders:** Nothing at this time

8 OTHER INFORMATION/ANNOUNCEMENTS

Legislative Update – Val Lakey

9 ANNOUNCEMENT OF CLOSED SESSION – 12:25 pm

- 9.1 **Government Section Code 54962**

- **Quality Assurance: Quality Improvement Issues, Medical Staff Report**

- 9.2 **Real Property Government Code 54956.8 – No Action**

- 9.3 **Litigation Government Code 54956.9 – No Action**

- 9.4 **Personnel Government Code 54957 – No Action**

10 RECONVENE OPEN SESSION: 2:30 pm – Privileges approved

11 ADJOURNMENT

Next Regular Meeting – June 26, 2019 – Burney – 1:00 pm

I, Beatriz Vasquez 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

Beatriz Vasquez
Board Member

Valerie Lakey
Board Clerk