

Chief Executive Officer  
Chris Bjornberg



Board of Directors  
Abe Hathaway, President  
Jeanne Utterback, Vice President  
Tom Guyn, M.D., Secretary  
Tami Humphry, Treasurer  
Lester Cufaude, Director

Board of Directors  
Regular Meeting  
Minutes  
June 28, 2023 – 1:00 pm  
Burney Boardroom & Microsoft Teams

*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.*

**CALL MEETING TO ORDER:** Abe Hathaway called the regular meeting to order at 1:09 PM on the above date.

**BOARD MEMBERS PRESENT:**

Abe Hathaway, President  
Jeanne Utterback, Vice President  
Tom Guyn, M.D., Secretary  
Tami Humphry, Treasurer  
Lester Cufaude, Director

**ABSENT:**

**STAFF PRESENT:**

Chris Bjornberg, CEO  
Travis Lakey, CFO  
Ryan Harris, COO  
Theresa Overton, CNO  
Keith Earnest, CCO  
Valerie Lakey, CPRO  
Libby Mee, CPRO  
Amy Parker, Patient Access Manager  
Sherry Yochum, Housekeeping Manager  
Lori Gibbons, Medical Records Manager  
Jessica DeCoito, Board Clerk

**2 CALL FOR REQUEST FROM THE AUDIENCE - PUBLIC COMMENTS OR TO SPEAK TO AGENDA ITEMS: NONE**

**3 APPROVAL OF MINUTES**

3.1 A motion/second carried; Board of Directors accepted the minutes of May 31, 2023. *Humphry, Utterback* *Approved by All*

**4 DEPARTMENT/OPERATIONS REPORTS/RECOGNITIONS**

4.1 A motion/second carried; Jed Roca was recognized as April Employee of the Month. Resolution 2023-09. Jed goes above and beyond to provide excellent care for his patients. He has been a very positive and outspoken leader for his team. Very deserving of this award. *Utterback, Cufaude* *Approved by All*

4.2 Patient Access: written report submitted. No further questions.

4.3 Medical Records: written report submitted. Clarifications on birth certificates was provided.

4.4 Environmental Services: written report submitted. The power point that was created to help educate the staff on soiled linen has proven to be helpful with the current flow of laundry coming in. This presentation will be included in Relias and ED training.

4.5 Hospice Quarterly Report: written report submitted. We are hopeful to pick back up with MatrixCare to get the new EMR set up. Without knowing what will happen to the Arts & Trophies building, Hospice is using space at the Pit River Lodge for our patient care equipment.

**5 BOARD COMMITTEES**

5.1 Finance Committee

5.1.1	<b>Committee Report:</b> Our A/R is coming down and cash on hand is sitting at decent days of 224. Retail Pharmacy just doesn't have the volumes that we would like to see. We are hoping that changing our GPO gives us better prices for meds, and constantly evaluating 340B will help improve the bottom line.		
5.1.2	<b>May 2023 Financials:</b> motion moved, seconded and carried to approve financials.	<i>Humphry, Utterback</i>	<i>Approved by All</i>
5.1.3	<b>Annual Budget Hearing – Approval of FY2024 Budget – Resolution 2023-10:</b> review of provided budget was conducted. Notes on each line item were discussed. Conservative figures used for each line item.	<i>Cufaude, Humphry</i>	<i>Approved by All</i>
5.1.4	<b>Master Planning Criteria Documents:</b> criteria documents were already approved on resolution 2022-12 but this serves as a reminder that we have this option. The criteria documents will include design of construction for site work, acute building, remodel of surgery, dietary, NPC deadline work, deferred maintenance, remodel of arts and trophies building, carve out building for additional services, etc.		
5.1.5	<b>Nutanix Quote Approval:</b> Our Citrix endeavor began in 2019 and in our 4 <sup>th</sup> year of operating, we have maxed out the capacity and need to expand. This was projected in our initial approval back in 2020, and as predicted, we have outgrown the capacity and need to upgrade for required programming needs.	<i>Utterback, Guyn</i>	<i>Approved by All</i>
	Motion moved, seconded and carried to send to full Board for approval.		
5.2	<b>Strategic Planning Committee Chair Utterback:</b> No May Meeting		
5.3	<b>Quality Committee Chair Guyn:</b> DRAFT minutes attached		
5.3.1	Review of the DRAFT minutes was conducted. No further questions.		
<b>6</b>	<b>OLD BUSINESS</b>		
6.1	<b>Ambulance Services:</b> Transfer of EMS services happened on Monday, June 26 <sup>th</sup> at 8:00 am with no disruptions to services. We are continuing to work through little issues to transfer ownership on the ambulance we purchased. We will meet this next month with our collaborative group to continue planning the 299 Corridor EMS Services.		
6.2	<b>Approval of Master Plan:</b> Master Plan packet provided in the Board packet. Review of Master Plan was conducted. No further questions.		
	We will bring our Seismic Compliance plan to the next Board meeting for approval.	<i>Utterback, Guyn</i>	<i>Approved by All</i>
	Motion moved, seconded and approved.		
<b>7</b>	<b>NEW BUSINESS</b>		
7.1	<b>Hazard Vulnerability Assessment Approval:</b> Annual requirement for each campus to identify the hazards that we can plan, train and prepare for. Our Safety committee met and provided all the data that is presented in the packet.	<i>Humphry, Guyn</i>	<i>Approved by All</i>
	Motion moved, seconded and approved.		
<b>8</b>	<b>ADMINISTRATIVE REPORTS</b>		
8.1	<b>Chief's Reports: written reports provided in packet</b>		
8.1.1	<b>CFO:</b> National Service Health Corps application was submitted last week. Charge Master has been submitted to HCAI.		
8.1.2	<b>CHRO:</b> Hopeful to fill open positions for EMS Services with two new applications received. Recruiter is streamlining the organization of information for a dashboard to be used.		
8.1.3	<b>CPRO:</b> Thank you for working on the Call Tree!! Still a lot of updates to get into the call tree. SB525 – could be a staggered increase, and a possibility for Rural and Distressed healthcare facilities. Golf Tournament is set for August 12 <sup>th</sup> – volunteers and helpers needed. Foundation Volunteers and Mary Rainwater have been spending a lot of time working on much needed organization of items to maximize the funds for Hospice.		
8.1.4	<b>CCO:</b> Lab Analyzer continues to provide issues for us. We are currently working on a new machine with a different vendor/brand.		

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 Director's documents are available online at [www.mayersmemorial.com](http://www.mayersmemorial.com).

- 8.1.5 CNO: Plans are being set up for 340 (resident to resident encounters) CDPH flags to train staff on proper procedures and other steps to take to help mitigate 340s. Interim Surgery Manager will stay on with MMHD through November 18<sup>th</sup> to help us go live with Cerner and then see us through the opening of Surgery in October.
- 8.1.6 COO: Mobile Clinic passed CDPH Survey – July 10<sup>th</sup> is the opening day with Open House on July 13<sup>th</sup>. Continue to work with getting more Partnership patients in the RHC.
- 8.1.7 CEO: Continue to have conversations with MVHC about service offerings at MMHD. Cerner update provided.

**9 OTHER INFORMATION/ANNOUNCEMENTS**

- 9.1 Board Member Message: Employee of the Month, Ambulance Update, Master Plan approval for District, Opening Day of Mobile Clinic & Open House, Sports physicals, CNA class on August 17<sup>th</sup>, resuming surgery procedures in October, updated phone tree

**10 MOVE INTO CLOSED SESSION: 3:38 PM**

- 10.1 Personnel – Govt Code 54957 Discussion/  
Action  
CEO Evaluation & Contract

Successfully extended contract for 5 years.

**ADJOURNMENT: 3:55 PM**  
**Next Meeting July 26, 2023**

I, Abe Hathaway, 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 Healthcare District

Abe Hathaway  
Board Member

Jessica DeCorto  
Board Clerk