

Chief Executive Officer
Ryan Harris



Board of Directors
Abe Hathaway, President
Jeanne Utterback, Vice President
Tami Humphry, Treasurer
Lester Cufaude, Director

Board of Directors
Regular Meeting
Minutes
January 31, 2024 – 1:00 pm
MMHD FR Boardroom

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 1:00 PM on the above date.

BOARD MEMBERS PRESENT:

Abe Hathaway, President
Jeanne Utterback, Vice President
Tami Humphry, Treasurer
Lester Cufaude, Director

ABSENT:

STAFF PRESENT:

Ryan Harris, CEO
Travis Lakey, CFO
Theresa Overton, CNO
Valerie Lakey, CPRO
Keith Earnest, CCO
Libby Mee, CHRO
Jessica DeCoito, Board Clerk

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

3 Special Presentation: Wipfli Annual Audit Summary – David Imus, Eric Volk, David Imus: Summary presentation of the Required Communication, Financial Statement Review, Financial Analysis, and Accounting Standards update was provided. Another clean audit with no findings and Mayers continues to better its financial ratios to increase financial stability. Thank you to Eric Volk, David Imus, and Dang Ta from Wipfli for the presentation. And a thank you to the Wipfli team for helping Mayers get to our financial standings today.

4 APPROVAL OF MINUTES

4.1 A motion/second carried; Board of Directors accepted the minutes of December 6, 2023. *Humphry, Utterback* *Approved by All*

5 DEPARTMENT/OPERATIONS REPORTS/RECOGNITIONS

5.1 A motion/second carried; Stefanie Hawkins was recognized as December Employee of the Month. Resolution 2024-01. Stefanie is the first person to meet our patients for our Cardiac Rehab and Physical Therapy departments. Stefanie was a champion during the Cerner transition, even when the moments were difficult. She is a huge asset to our team, providing our patients with utmost care. *Utterback, Cufaude* *Approved by All*

5.2 A motion/second carried; Resolution 2024.02 Authority to Sign was approved. *Cufaude, Utterback* *Approved by All*

5.3 Safety Quarterly: written report submitted. Function drill originally scheduled for April will now be in May, due to Cerner LTC implementation.

5.4 IT: written report submitted. Review of strategic planning priorities.

5.5 Infection Control: written report submitted. Review of strategic planning priorities. New Infection Preventionist will begin on February 12th. Root Cause Analysis is being done with the issues presented at the Burney Annex SNF and findings will help us establish better processes to mitigate issues happening again.

6 BOARD COMMITTEES

6.1	Finance Committee		
6.1.1	Committee Report: Audit findings were great. In Finance we discussed our AR status. RevCycle Consultant was onsite last week to help us understand better workflows and build corrections in our new Cerner program that have caused an increase in AR days. A clinical consultant will be coming onsite in March to provide the same input from the clinical perspective.		
6.1.2	December 2023 Financials: motion moved, seconded and carried to approve financials.	<i>Humphry, Utterback</i>	<i>Approved by All</i>
6.1.3	Tri Counties Bank Signers Change: remove Chris Bjornberg and add Ryan Harris	<i>Cufaude, Humphry</i>	<i>Approved by All</i>
6.2	Strategic Planning Committee Chair Utterback: No Meeting held in December		
6.3	Quality Committee: DRAFT Minutes attached. Team has seen that we could use consultants to help get the ACHC Accreditation. So far, Jack and Ryan have entertained three different vendors and are awaiting bids. There is a lot more to the process that previously understood. Discussion about ACHC Academy and what was learned at the conference took place.		

7 NEW BUSINESS

7.1	Policy & Procedures Summary 12-31-2023 Moved, seconded and carried.	<i>Cufaude, Utterback</i>	<i>Approved by All</i>
7.2	Policy & Procedures: <ol style="list-style-type: none">1. Bladder Irrigation – Continuous2. Financial Obligations, Swing Bed3. General Laboratory Specimen Collection4. Anesthesia Privileges5. Hospice and Palliative Care Core Privileges6. Nurse Practitioner Core Privileges in Neurology 10-20237. Surgery, General Core Privileges Moved, seconded and carried.	<i>Cufaude, Humphry</i>	<i>Approved by All</i>
7.2	Board Vacancy Process: Motion moved, seconded and carried to fill vacancy by appointment. Post vacancy immediately, application & letter due by February 21 st , Special Board Meeting to conduct interviews on February 26 th , with the appointment to be made at the February 28 th Regular Board Meeting.	<i>Utterback, Humphry</i>	<i>Approved by All</i>
7.3	Board Committee Re-assignments: Tami Humphry volunteered to fill the empty Quality seat. Motion moved, seconded and carried.	<i>Humphry, Utterback</i>	<i>Approved by All</i>
7.4	May Board Meeting Date Change: motion moved, seconded and carried to move the May Board meeting to the 22 nd .	<i>Utterback, Humphry</i>	<i>Approved by All</i>

8 ADMINISTRATIVE REPORTS

8.1	Chief's Reports: written reports provided in packet		
8.1.1	CFO: Audit summary figures were compared to other critical access hospitals.		
8.1.2	CHRO: Spending time on provider recruiting and provider contract reviews. We will be spending more time on the legislative changes that have gone into effect and keeping in touch with those new bills coming forward that affect us. Plans to attend as many HR conferences and workshops to stay on top of things.		
8.1.3	CPRO: TCCN Center – hired an Executive Director to start on Monday. We are planning on hosting the March Quarterly Event in the TCCN space. A lot of work is going into the preparation for staff and business in the space. The Denim and Diamonds Gala was awesome! So proud of our team for going above and beyond for the night and the cause. We are looking at a net around \$35,000.		
8.1.4	CCO: We are working through physical therapy's problems with Cerner – not allowing more than 6 patients per therapist. 309 prescriptions filled in one day on January 8 th – new RECORD, with 69 left in the queue that just weren't able to get filled within the day. We are in an exploratory stage for Visiting Nurse services – a version of home health services.		
8.1.5	CNO: We are in the midst of our Cerner LTC implementation. The team has concerns about the implementation and are making sure we are getting the attention, communication, training, etc we need to		

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.

have a successful implementation. We are doing additional process efficiencies for our CNA continuing education units to help them meet their requirements every 2 years.

- 8.1.6 **CEO:** The FR clinic would be better as a brick and mortar set up, rather than the mobile clinic. Reviewing the Master Plan for the FR clinic is being worked on. Design in dietary for new cabinetry is \$20,000 and doesn't include unforeseen design changes. Just the design fees for the HVAC units in the space is \$85,000 and approximately \$750,000 to \$1,000,000 to replace and update the units. And these units can be reused in the Master Planning updates.

9 OTHER INFORMATION/ANNOUNCEMENTS

- 9.1 Board Member Message: 2023 Annual Audit Summary, Employee of the Month, TCCN Update, Spring Class for CNA's, Thank you to Gala Volunteers, Denim & Diamond Gala success, Board Vacancy

10 MOVE INTO CLOSED SESSION: 3:33 PM

- 10.1 **Closed Session Minutes Approval** **Approved by All**
December 1st, December 8th, December 22nd, December 29th

Hearing (Health and Safety Code §32155) – Medical Staff Credentials

- 10.2 **AHP Appointment:** Benjamin Weaver, CRNA
Medical Staff Appointment: Christopher Campos, DO (UCD) – Neurology
Medical Staff Reappointment: **Approved by All**
Edward Richert, MD
Alreza Abdolmohammadi, MD
William Dykes, MD

11 RECONVENE OPEN SESSION

- 12 ADJOURNMENT: 4:25 PM**
Next Meeting February 28, 2024

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 DeCicco
Board Clerk