

Date: July 27, 2015  
Time: 1:00 P.M.  
Location: Mayers Memorial Hospital  
Fall River Mills, California

*(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:** Vice President Kerns called the regular meeting to order at 1:00 p.m. on the above date with the following present:

Abe Hathaway, President  
Mike Kerns, Vice President  
Beatriz Vasquez, Secretary  
Allen Albaugh, Treasurer  
Art Whitney

**Board Members Absent:** none

**Staff Present:** Louis Ward, Interim CEO; Valerie Lakey, Board Clerk; Travis Lakey, CFO; Sherry Wilson, CNO; Keith Earnest, CCO

**2. CALL FOR REQUEST FROM AUDIENCE TO SPEAK TO ISSUES OR AGENDA ITEMS:**  
None

**3. APPROVAL OF MINUTES** – A motion/second and carried, the Board of Directors accepted the following minutes

**3.1 Regular Meeting – June 24, 2015 – Kerns, Whitney**

**3.2 Special Meeting – July 16, 2015 – Kerns, Albaugh** (*Vasquez abstain*)

**4. Annual Hospice Report** – Mary Ranquist – presented an annual report (**Exhibit A**) Keith Earnest added that billing is outsourced and is working well. Annual contributions \$10,658 from direct donations.

**5. OPERATIONS REPORT:**

***In addition to the written operations report included in the board packet, the following verbal reports and discussions are summarized below:***

▶ **Louis Ward, Interim CEO** – Staff has been busy planning for state survey. Maintenance is preparing for Fire, Life Safety survey. Policies are in place. Albaugh asked about the generator building, OSHPD wants the building offline; we are trying to build that into the new project. We will have to make plans to put it in a seismically safe area. Conservation crew has been helping with clean-up. They have been contacted about helping with painting.

**IT** – Working on obtaining cyber insurance, we currently have a \$2 mil policy. We will need to increase to \$5 mil for Sac Valley Med Share. We have updated the phone systems in Fall River and Burney.

**Purchasing** – year-end inventory has been completed– everything ended pretty well. Surgery was about \$21,000 off.

**HIE** – Grant through Hwy 299 collaborative.

**Clinic** – working on drawings for an ADA restroom – may end up working with HGA. We are continuing to look for providers. There should be a lot more new information by next month. Dr. Guthrie, Dr. Syverson and Darla Schmunk are potential providers. We need to look at the set-up with Dr. Syverson and his clinic day in Susanville. Looking at Telemedicine in that clinic space. We have put in for a grant with USDA to obtain telemed equipment.

▶ **Keith Earnest, CCO** – Clinic and lab and diagnosis codes – pre-registering patients and screening before they get here. Working with clinic and trying to get through the process. We

are doing better on the MMHD side – need to have MVHC to help solve these challenges.

- ▶ **Sherry Wilson, CNO** - State is at Modoc. Our Immediate Jeopardy fell off the books as of June 25. We can now offer CNA classes. Terry King has started paperwork for our own CNA class. Hired 5 CNA's from the Feather River class. Some of them rest of them are re-testing this week. Collaborate with Modoc and possibly use some of those at higher rate and would still be better than registry rate. We are working on reducing registry. We have hired 2 RN's on acute floor. An LVN will be finishing classes at Institute of Technology.

**6. BOARD COMMITTEES:**

**6.1 Finance Committee – Chair Allen Albaugh**

**6.1.1 Committee Meeting** – See Minutes as distributed – we are on pace for \$1.8 mil this month. 2014 IGT money should be received by December. Lakey went over the USDA status. Ward and Lakey have a meeting with USDA and Cal Mortgage on Wednesday. USDA wants to wrap up by end of August. Work by HGA should be done by Sept- Oct. We will be working out the timeline. Albaugh said we need to hire a project manager sooner than later. Also consider a steering committee.

**6.1.2 June 2015 Financials – (Whitney, Kerns) – Approved All**

**6.1.3 Board Quarterly Finance Review (Albaugh, Kerns) – Approved all**

**6.1.4 Building Options** – See above

**6.1.5 IGT Update** – Will need a new letter signed. Ward and Lakey will meet with Cal Mortgage on Wednesday.

**6.2 Strategic Planning Committee –Chair Abe Hathaway**

**6.2.1 Committee meeting** – See minutes as distributed – phone protocol – will work on that.

**6.2.2 Strategic Plan Approval – (Kerns, Vasquez) – Approved All**

**6.3 Quality Committee – Chair Mike Kerns**

**5.3.1 Committee Meeting Report** – See minutes as distributed. The big success was the great report on Workers comp – Mod Rate was 8.8. We had four first aids with one reportable. This is saving us about \$4000 per month. Kerns suggests a big thank you to the staff.

**7. NEW BUSINESS**

**7.1 Policy & Procedure Approval (Kerns, Whitney) – Approved All**

**7.2 Approval of HGA Proposal (Kerns, Albaugh) – Approved All** – Pre-design work and RFP, did not receive quote from ANOVA or Michael Ryan.

**7.3 Approval of Resolution 2015.4 (Albaugh, Kerns) – Approved All** – Change from Rees to Ward

**7.4 Approval of Interim CEO (Albaugh, Kerns) – Approved All** – Appoint Louis Ward, MHA as Interim CEO

**7.5 Approval of Secured Line (Whitney, Vasquez) – Approved All** – Letter for Cal Mortgage with board Approval

**8. INFORMATION/BOARD EDUCATION/ANNOUNCEMENTS**

- ▶ ACHD Committees

**9. ANNOUNCEMENT OF CLOSED SESSION: 2:54PM**

**10. RECONVENE OPEN SESSION – ANNOUNCE ACTION TAKEN IN CLOSED SESSION –**

CREDENTIALS APPROVED

**11. ADJOURNMENT:** There being no further business, at the hour of 3:10 p.m., President Hathaway declared the meeting adjourned. Next meeting August 26, 2015 – Burney