

Date: May 25, 2016
Time: 10: A.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: President Hathaway called the regular meeting to order at 10:03 a.m. on the above date with the following present:

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

Board Members Absent:
Art Whitney

Staff Present: Louis Ward, CEO; Valerie Lakey; Travis Lakey, CFO; Sherry Wilson, CNO (by phone); Keith Earnest, CCO; Marlene McArthur, IHF Executive Director, Seandra Beck

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

3.

3.1 Resolution 2016-04 April Employee of the Month *(Approved)*

4. APPROVAL OF MINUTES – A motion/second and carried, the Board of Directors accepted the minutes of the April 26, 2016 Regular Board Meeting.
(Kerns, Vasquez) – Approved All

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, CEO** – Discussion of notes. Items of interest:

- Working on establishing building committee; currently have Mike Pasternak and potentially Frank Germano. Requests for proposals will be coming from contractors. There are 3 contractors on the RFQ short list
- We are working on CPEO order plan and training
- We are in the testing mode with Sac Valley Med share with the HIE (Health Information Exchange) MMHD is the first one north of Chico area that is involved. Others are working on it.
- Mental Health issues continue to be at the forefront. Ward met with Shasta County department officials to talk through some of the challenges. – see SP notes for additional information.
- We continue to address the CDPH issue with the tag and daily fine.
- PRIME – we have made small revisions to original application, we should have an approval soon. The projects include: Anti-microbial and Million Hearts initiative.
- We are going to be participating in the ACHD Certified Healthcare District program for more transparency.

▶ **Keith Earnest, CCO** – 340 B program audit was last week – it went well. We did a self disclosure of things we found. We will be out of the program in the next few months. It doesn't work for us without a clinic.

▶ **Sherry Wilson, CNO** –

- CNA class passed with 100%; the 6 CNA's have started orientation. They have not received licenses yet; it can take up to 3 months. Wilson is working with Libby to get the next CNA class with Shasta College.

- Census is at 81.
- Wilson welcomed Theresa Overton as the new Director of Nursing (DON) which will oversee OP, Surgery, ER, OB and Med/ Surg. There will be a lot of people cross-training in many departments. Each department will have a lead and Overton will be working with leads to do schedules collaboratively.
- ▶ **Travis Lakey, CFO** – see finance committee notes
- ▶ **Marlene McArthur – IHF Executive Director** –
 - McArthur distributed Campaign brochure. Currently we are in the leadership gift phase until August– we need about \$124,000 to get first million. They will be doing follow-up with board members and physicians. Campaign cabinet will begin meeting with community in August. The foundation is using a consultant on a limited basis. January there will be a public launch event. The executive leadership committee meets each week. Currently the campaign is pursuing large donors.
 - \$50,000 in grants has been awarded to management projects. Including supporting Hospice program with \$25,000. Scholarships will be awarded. \$1000 donor for scholarship in non-clinical scholarship awarded to Libby Mee.
 - Thrift Store is being renovated. Lucky Finds and the Thrift store will be merged.

6. BOARD COMMITTEES:

6.1 Finance Committee – Chair Allen Albaugh

6.1.1 Committee Meeting – Albaugh reviewed meeting (see finance notes). Albaugh that we are doing much better and a lot of it is due to the large IGT we received. We were able to pay off obligations so we are able to save more cash. PRIME funds will be booked with this year (this year's program)

6.1.2 April 2016 Financials – *(Albaugh, Hathaway)* – **Approved All**

6.1.3 Quarterly Finance Review – *(Albaugh, Hathaway)* – **Approved All**

6.1.4 Approval of IGT documents – Documents will be due before June meeting. There will be minor changes and will actually may receive up to 8% more. *(Albaugh, Hatchway)* – **Approved All**

6.2 Strategic Planning Committee –Chair Abe Hathaway

6.2.1 Committee meeting – Committee report. There was an HR report presented (see SP minutes)

6.2.2 Draft Strategic Plan – Laura Dolman Beyer was present to answer any questions. There were a lot of positive comments. The plan is clean, concise and trackable. There was discussion about how to roll out information to staff. Albaugh commented on safety portion and MOD rate. Could add – “flexible and safe” and add some sort of tracking metrics. Beyer will make those changes for final reading. Recommended to approve first reading. *(Kerns, Vasquez)* **Approved All**

6.3 Quality Committee – Chair Mike Kerns

6.3.1 Committee Meeting Report – Kerns reviewed meeting and reports (see minutes)

6.3.2 Policy & Procedure – End of Life*(Kerns, Hathaway)* – **Approved All**

7. NEW BUSINESS

7. 1 Organizational Chart – Ward reviewed changes, including Director of Nursing, Director of Operations and Director of Quality. *(Albaugh, Kerns)* – **Approved All**

7.2 Resolution 2016.5 – November 2016 Election *(Albaugh, Kerns)* – **Approved All**

7.3 LAFCO Ballot – Votes for Haynes, Morgan, Ryness will be submitted on behalf of the MMHD Board of Directors. *(Albaugh, Kerns)* – **Approved All**

8. INFORMATION/BOARD EDUCATION/ANNOUNCEMENTS

BOARD COMMENTS, UPCOMING EVENTS, ETC. –

<p>9.1 Announcement of Closed Session -11:55 am</p> <p>9.1 Government code section §54957 personnel: CEO Contract</p> <p>9.2 Internal Complaint</p>
<p>11:55 pm adjourned to closed session -</p>
<p>10. ADJOURNMENT: There being no further business, at the hour of 2:30 p.m., President Hathaway declared the meeting adjourned. Next meeting June 22, 2016 – Fall River Mills</p>