

Date: September 25, 2017
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.)

CALL MEETING TO ORDER: President Kerns called the regular meeting to order at 1:00 p.m. on the above date with the following present:

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

Board Members Absent: none

Staff Present: Louis Ward, CEO; Travis Lakey, CFO; Ryan Harris, Director of Operations; Valerie Lakey, DOPR/Clerk of the Board; Keith Earnest, CCO; Marlene McArthur, Libby Mee, Michele King

CALL FOR REQUEST FROM AUDIENCE TO SPEAK TO ISSUES OR AGENDA ITEMS:

2.1 Public Comment – none

APPROVAL OF MINUTES – A motion/second and carried, the Board of Directors accepted the minutes of the August 23, 2017 Regular Board Meeting. **(Vasquez, Albaugh) – Approved All**

Department/Operations Reports/Recognitions:

4.1 Resolution 2017-15–August Employee of the Month: Michele King was recognized, as August 2017 TEAM MAYERS MVP. Presented by Mike Kerns **(Hathaway, Albaugh) Approved All**

***Please Note:** Chief reports will now be at the end of the agenda in order to expand on discussion or answer questions regarding items that were addressed on the full agenda.

4.2 Telemedicine Report – written report was distributed in packet

4.3 Scheduled Director Report – Libby Mee, Director of Human Resources Mee reported that the main area of focus is eliminating registry from skilled nursing. There will be some permanent staff returning from leaves. The department has been working on CNA recruiting for the class – there are 13 on the list at this time. Students will be paid while going to school and will be employed by Mayers when done. One of our interns will be participating in the program. There is also a "Refer a Friend" program for our employees. Career fairs are coming up. OIT, Shasta College and Redding IOT. We have a long-term registry in lab (CLS). Ultra sound tech has joined staff as well as the respiratory therapist. With Medifis there is no "buy-out". Dietary staffing continues to be a challenge. CNO position is being advertised. We have established a Partnership with Grand Canyon University. Mee would like to do more with management training.

4.4 Director of Operations report – Ryan Harris (Written report provided in packet)

In addition to written report. Two milestones on expansion – financing is completed. GMP contract has been completed. Filed for 6 month extension with OSHPD – instead of a June 2019 we have a December 2019 deadline. Project came in over budget – concrete, drywall. \$1.5 mil will come from capital campaign (equipment). Subs will be signed by October 20th – some numbers could come in lower. Some other fees may come in lower. We locked in GMP now to lock in the interest rate.

Harris also noted the following:

Expansion of Outpatient Services – on hold
 Windows are in SNF – there has been good feedback
 Door skins almost complete
 Fire doors almost complete
 Discussion of building paint colors
 Timeline for in-house laundry was provided in written report
 Dietary – staffing is a large concern. A lot of turnover. Working on more established roles
 ES and Maintenance will do repairs, painting, etc. on SNF rooms. Complex process with the renovation.

4.5 Disaster Conference Report – Val Lakey

Lakey discussed the California Hospital Association Disaster Conference, which was attended by Jeanette Rodriguez and Lakey. A lot of focus was on the new CMS Preparedness Rule that will be effective November 15, 2017. Lakey was a speaker at the conference and presented on the topic "Rural Challenges in Disaster Management".

5. COMMITTEE MEETINGS

5.1 Finance Committee

5.1.1 Committee Meeting Report – See minutes. Travis Lakey, Albaugh, Hathaway attended Cost Report Conference. There was a lot of discussion regarding changes in rural healthcare. Value-based, quality driven reimbursement rates.

5.1.2 August 2017 Financials (*Hathaway, Vasquez*) – Approved All

5.2 Strategic Planning Committee

5.2.1 Committee Report – Chair Kerns – Talked about dialysis. Earnest spoke about it at Med Staff to get input on the service. There were concerns about specialty-trained nurse. There is also a need to have a Physician to oversee it. Earnest has made contact with a resource to get information on Critical Access Hospitals providing dialysis.

5.2.2 Update on Merger Committee- Hathaway reported on the merger meeting with MVHC. Next meeting October 2nd at 12 noon at the Burney Clinic. The committee is looking at merger structure, legalities, benefits. MVHC Med staff will be invited to our Med Staff meetings.

5.3 Quality Committee

5.3.1 Committee Meeting – No September meeting

6. New Business (*Hathaway, Kerns*) – Approved All

6.1 Policies for Approval (*Vasquez, Beyer*)

- *Email Signature Administration*
- *Payroll Direct Deposit*
- *Public Forum During Board Meetings and Request to be Heard*

6.2 Annual By-Law Review – 1st Reading – will bring back to next meeting for further review.

6.3 Annual Board Assessment Process - The board would like to look into a different board assessment process than has been used over the past few years. (Val Lakey will research)

7. ADMINISTRATION REPORTS:

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

Louis Ward, CEO – *In addition to the written report* –

- Ward commented on the Capital Campaign Community event on Friday, September 22. Ward thanked Marlene McArthur and the Foundation.
- Ward also recognized our ACHD District of the Year Award.

- The surgery schedule will be going to every other week beginning in the middle of October. Telemedicine is going well. We will be looking at emergency pediatric cases.
- JPIA met recently.
- Reviewing health insurance.
- Reviewed Sac Valley Med Share.
- October 9th – 5150 training by the county and organized by Dr. Watson.

Marlene McArthur, IHF Exec. Director – Thanks to everyone who helped on the event. A lot of support from the businesses. There was \$12,000 in donations that night. \$12,000 from mailers.

Travis Lakey, CFO - Reviewed finance notes. Medi-cal auditors will be here next week. Regular auditors will be here next week. Inpatient census has been down along with revenue. IGT and QUAF money is out – so our days are down. Should receive money in November.

Keith Earnest, CCO – *In addition to the written* – Earnest reported on Opioid use. Dispensing on level controlled substances has gone down in the ER. Burney Safeway and Rite Aid highest north of Sacramento. New respiratory therapist, working on employee education. New floor in the lab.

Sherry Wilson, CNO – *In addition to the written report:* none

8. Information/board education/announcements

Board comments, upcoming events, etc. –Future agenda items:

Vasquez reported on the ACHD Conference
Tri-Counties Bank investment report will be in October

9. Announcement of CLOSED SESSION – 3:25 pm – Approved All

9.1 Government Code Section 54957: (Albaugh, Hathaway) - Approved

Quality Assurance: Quality Improvement Issues, Medical Staff Report (Dr. Tom Watson, Chief of Staff)

AHP RE-APPOINTMENT

Rhett Wigger – CRNA

Medical Staff Appointment

Aaron Babb, MD

9.3 Personnel Government Code 54957 – CEO Evaluation

Ward presented the board with his goals and answered questions as pertaining to the evaluation form.

10. Reconvene Open Session - (Albaugh, Hathaway) All Privileges Approved

- 4:58 pm

12. ADJOURNMENT: There being no further business, at the hour of 5:00 pm p.m., President Kerns declared the meeting adjourned. Next meeting Wednesday, October 25, 2017 – 5:00 pm– Burney