

Chief Executive Officer  
Louis Ward, MHA



**Board of Directors**  
Michael D. Kerns, President  
Beatriz Vasquez, PhD, Vice President  
Abe Hathaway, Secretary  
Allen Albaugh, Treasurer  
Laura Beyer, Director

Board of Directors  
**Regular Meeting**  
**FINAL Minutes**

April 20, 2018 9:00am  
Boardroom (Fall River Mills)

*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 Mike Kerns called the regular meeting to order at 9:02am on the above date.

**BOARD MEMBERS PRESENT:**

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

**STAFF PRESENT:**

Louis Ward, CEO	Marlene McArthur
Travis Lakey, CFO	Sheba Sawyer
Ryan Harris, COO	Theresa Overton
Libby Mee	Jack Hathaway
Val Lakey	Keith Earnest, CCO
Lisa Zaech	Jessica Stadem, Board Clerk

**ABSENT:**

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

None

- 3 **STRATEGIC PLANNING WORKSHOP**

**Welcome / Strategic Plan 2021 "Where Are We Now?"**

Introductions; review of current SP; reviewed success indicators for each section.

**Modernizing Employee Orientation**

In contact with labor attorney to review policies, tasks, etc. Looking into having auditor come onsite to review everything. Legislative training/update to staff? Val puts out healthcare info but there aren't many changes to employment legislation that requires training to staff but as items to come up staff are notified. Minimum wage increases are very competitive compared to other facilities.

**MMHD Training Calendar**

Able to include trainings/webinars from outside agencies as well. Training tab on intranet allows us to put videos, PowerPoints, etc. Trainings allow staff to move up wage scale. Possibly coordinate with fire departments, schools, etc. to use education center for trainings.

**Marketing / Image**

Working with Hwy 299 Collaborative for recruiting; hoping to get more interest from Redding to come to Burney facility for jobs; holding off on advertising SNF facility until all renovations have been completed.

**your:life**

Could present info to Med Staff meeting.

### Retail Pharmacy

Building in existing space requires dealings with OSHPD, opportunity to rent space while building new construction; last retail pharmacy in area closed due to financial issues; new retail pharmacy branded by MMH would have more features available than past pharmacies did (availability to deliver meds at discharge, discount meds through Dignity pricing), ideal rental space is currently rented by Fall River Wild Rice, would have to discuss with owner; if rental space available, opening time frame within one year; contact Modoc about the consultant they used; possibly partner with Owens or other pharmacy; potential for one of two pharmacies in Burney to close over the summer; **recommend adding retail pharmacy to SP**, details on location or building can be worked out later.

### Greenbough Design

Michael Ryan presented info regarding use of 1953 building; OSHPD would like to keep as business designation and under their jurisdiction, would still need to be inspected and meet codes for change of use; cost to bring up to proper codes would be great, not sure the benefit would be worth it; discussed retiring building and replanning seismic wall construction; in order to be no longer OSHPD building, need 20-30 feet separation; discussed possibilities for use of other property in the future (wellness center, 5-7k sq ft & 16-18k sq ft building opportunities); requested separate session to see numbers on all different options, get public comment for more community involvement; the more hospital features we can pull out of OSHPD jurisdiction, the better financial situation we will be in.

### Wellness Center

Plans to create clinic space in current Station 3 space would not work; about same cost to build new building instead of squeezing services into current space that was not totally ideal; **recommend adding Wellness Center (to include RHC) to SP**.

### Day Care

Could potentially open up to community, after starting with staff; is there option for unlicensed sub in case teacher calls in sick? There are subsidies and grant opportunities available; recommend hiring consultant to determine if project is viable; discussed partnering with Community Center in Burney to open branch in Fall River.

### AIDET

Will use SHIP grant funds to help develop program training; this program ties in with new visitor and workplace violence program; will be hospital wide, not just clinical staff; will integrate into orientation, include travelers.

### Quality Dashboard

SNF care has greater struggle to receive high star rating.

### Dialysis

**Do not recommend adding to SP at this time**, may revisit in a few years; have the cooperation of Pit River Health, will continue to look at patient numbers, partnerships; format a formal letter to attach to data to present to community members.

### Employee Housing

Housing is cost reimbursable. **Recommend purchasing 1-3 houses for housing staff**; would provide housecleaning and laundry service.

## 4 ADJOURN WORKSHOP/RECONVENE REGULAR MEETING – 3:05pm

## 5 APPROVAL OF MINUTES

5.1 A motion/second carried; Board of Directors accepted the minutes of March 28, 2018 Hathaway/Vasquez **Approved All**

## 6 DEPARTMENT/OPERATIONS REPORTS/RECOGNITIONS

6.1 **Resolution – 2018-4:** A motion/second carried; Nichole Stark could not attend the meeting but was recognized at March employee of the month. Beyer/Vasquez **Approved All**

6.2 **Hospice Quarterly Report:** Presented by Keith Earnest. January through March there were 13 patients, 654 total patient days; purchased new vehicle to offset cost of reimbursing mileage, received \$40k donation from foundation; Hospice dinner one week ago, \$3,700 raised, sold out; Hospice had health fair booth, well attended, people spent more time at booth than usual.

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6.3 **Intranet Presentation:** Val presented overview of new employee intranet, discussed items under each tab, ability to change notifications on scrolling screen; work in progress, taking suggestions on additions or changes.

## 7 BOARD COMMITTEES

### 7.1 Quality Committee

7.1.1 Committee Meeting Report – Intermountain Preparedness Group tabletop drill coming soon; consultant for Infection Control coming soon; received update on blood transfusions; Quality dashboard was presented; SNF POC accepted; no meeting in May.

## 8 NEW BUSINESS

8.1 **Resolution 2018-5 – Authority to Sign:** A motion/second carried; Needed to update CEO Beyer/Hathaway **All approved**  
title, removed former CNO.

8.2 **Amend and adopt 2021 Strategic Plan:** A motion/second carried; Amended as proposed Beyer/Vasquez **All approved**  
below (additions); CEO will direct COO on prioritization of projects.

- Outstanding Staff: Have our own housing available for staff use as needed.
- Outstanding Patient Services: By 2020, have a Wellness Center and retail pharmacy.
- Outstanding Facilities: By 2020, plan in place for additional new facilities for Wellness Center, retail pharmacy, plus resolution of aging facilities.

8.3 **Ground Breaking Ceremony:** How big, date? USDA and other legislators are asking; early June if want equipment in pictures; will know more about progress on Monday after review of OSHPD remarks; by Wednesday next week will send tentative dates; Operations, Board, Foundation Board, legislators, donors invited; will work out details.

8.4 **Policies for Approval:** A motion/second carried; Pam Sweet is invited to next Quality Vasquez/Hathaway **All approved**  
meeting to discuss policy approval process, some policies brought to board aren't even policies, getting so long that it takes too long to read, need to understand process better.

- Application for AHP Reappointment
- Barrier Isolator: Airlock Purge Time
- Barrier Isolator: Air Flow
- Board of Directors' Job Description - Responsibilities - Duties
- Family Medicine Core Privileges
- Fentanyl (Duragesic(r)) Patch Disposal SNF
- Handling Infectious Materials
- Initial Reference Form - Sterile Compounding - Record Keeping MMH606
- Legionella Risk Reduction Plan
- MetaNeb System Therapy
- No One Dies Alone (NODA)
- Non Invasive Ventilation for Acute Respiratory Distress
- Operating Room Humidity and Temperature
- Sterile Compounding: Pharmacist Orientation, Training And Competency And Responsibility
- Sterile Compounding: Policy Review
- Sterile Compounding: Beyond Use Dating
- Sterile Compounding: Media Challenge
- Sterile Compounding: Record Keeping

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## 9 ADMINISTRATIVE REPORTS

### 9.1 Chief's Reports

- 9.1.1 **CEO:** Hired interim CNO, past director of critical care at UC Davis, expressed interest in possible permanent role, will use interim term as test period, looking at several permanent candidates currently; DHLF board meeting next week; week after, meet with CDPH about licensing new building, then SacValley MedShare meeting; Burney Fire Chief asked to house incident command center at Annex, great resource for community, possibly use for mock drills; interface project with Lab and MVHC to better understand issues, will include IT consultant; thank you to everyone who helped with health fair, especially Foundation; yesterday had ice cream social to thank volunteers; thank you to Ops for help putting together SP workshop.
- 9.1.2 **CCO:** Labs for employees through health fair end today; there is a new traveler in Lab; Cardiac Rehab numbers exceeding goals, Dr. Dahle probably not able to implement stress treadmill program; Telemedicine has moved to old pre-op space, March had record number of visits, brought on second psych doctor for under 65 age; Daryl starts maternity leave tomorrow, found 2 PT travelers to cover, cancellations are an issue in PT; Respiratory Therapy manager has taken over BLS/CPR training schedule, Britany Hammons is also teacher, Ed is no longer working here, Quality will receive in depth presentation on new blood gas system; ready to implement barcoding in Pharmacy process, will present full process presentation at Quality.
- 9.1.3 **CFO:** \$1.77 mil collected, revenue was light, low swing days, finance notes out next week, \$129k to Prime, matched in next few weeks, \$250k in IGT in new two weeks, looking for financial counselor as current employee gave notice, Cal Mortgage paid off last month.
- 9.1.4 **COO:** Received OSHPD remarks, no approval on mechanical or plumbing trades; no new concerns on fire flows; potable water still in design, galvanized tank likely; laundry project under review with county, will not receive final report until after project is done, inspections will happen during remodel, start in June or July; training center completed by end of month, replacing boardroom table, taking old tables to center; Station 3 move is almost complete; last survey states we are required to provide dietary training program, all Dietary staff have to complete ServeSafe training within 30 days of hire; IT consultant on site to do audit of hardware, has knowledge of Paragon, meeting with staff about concerns; continuing to collect bids on security fencing in Burney; it possible to order supplies through Paragon (Purchasing department), requisitions go to Ryan for approval.

## 10 OTHER INFORMATION/ANNOUNCEMENTS

Marlene will report to board quarterly. Golf tournament planning already started. Sheba looking at large grants, would like to add info about RHC once a few more plans are in place. Over 57k revenue in 2017 for stores. Scholarship and grant award cycle available. Provided handout of current grant info.

## 11 ANNOUNCEMENT OF CLOSED SESSION

- 11.1 **Government Code Section 54962:**  
Quality Assurance: Quality Improvement Issues, Medical Staff Report
- 11.2 **Personnel Government Code 54957**
- 11.3 **Real Property Government Code 54956.8**
- 11.4 **Pending Litigation Government Code 54956.9**

## 10 RECONVENE OPEN SESSION

No closed session items to discuss.

## 11 ADJOURNMENT – 4:35pm

Next Regular Meeting – May 23, 2018 (Fall River Mills)

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I, \_\_\_\_\_, Board of Directors \_\_\_\_\_, 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 Hospital District

\_\_\_\_\_  
Board Member

\_\_\_\_\_  
Board Clerk