

Chief Executive Officer  
Louis Ward, MHA



**Mayers Memorial Hospital District**

**Board of Directors**  
Beatriz Vasquez, PhD, President  
Abe Hathaway, Vice President  
Laura Beyer, Secretary  
Allen Albaugh, Treasurer  
Jeanne Utterback, Director

**Board of Directors  
Regular Meeting  
Minutes**

June 26, 2019 – 1:00 pm  
Boardroom (Burney)

*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:** Beatriz Vasquez called the regular meeting to order at 1:00 pm on the above date.

**BOARD MEMBERS PRESENT:**

Beatriz Vasquez, President  
Abe Hathaway, Vice President  
Laura Beyer, Secretary  
Jeanne Utterback

**ABSENT:** Allen Albaugh, Treasurer

**STAFF PRESENT:**

Louis Ward, CEO  
Ryan Harris, COO  
Keith Earnest, CCO  
Candy Vculek, CNO  
Val Lakey, Board Clerk  
Chris Broadway  
Ryan Nicholls

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

**3 APPROVAL OF MINUTES**

3.1 A motion/second carried; Board of Directors accepted the minutes of May 20, 2019 *Utterback/Hathaway* *Approved All*

**4 DEPARTMENT/OPERATIONS REPORTS/RECOGNITIONS**

4.1 A motion/second carried; Julene Howard was recognized as May Employee of the Month. Resolution 2019-09 *Hathaway/Beyer* *Approved All*

4.2 Emergency Preparedness Update – Val Lakey gave an update on the Emergency Preparedness Program

**5 BOARD COMMITTEES**

**5.1 Finance Committee**

5.1.1 **Committee Meeting Report:** Met on Monday, June 24, 2019. SNF staffing was covered. Discussion on our memory care unit. Negotiated with Partnership on rates. We have 21 beds in the memory care unit. (Usually full census)

5.1.2 **May 2019 Financial Review, AP, AR and acceptance of financials.** *Hathaway/Beyer* *Approved All*

5.1.3 **Resolution 2019-07 FY20 Budget** *Hathaway/Utterback* *Approved All*

5.1.4 **Resolution 2019-08 Local Agency Investment Fund** *Utterback/Hathaway* *Approved All*

**5.2 Strategic Planning Committee**

5.2.1 **Committee Meeting Report** – No Committee meeting

**5.3 Quality Committee Chair Beyer**

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5.3.1 **Committee Meeting Report** – DRAFT minutes attached to board packet. Beyer reported that there was a lot of discussion on the 5-Star rating. This will be added to the Quality agenda Quarterly.

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**6 NEW BUSINESS**

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|-----|---|------------------------------------|---------------------|
| 6.1 | <b>July Meeting Date</b> – Move to July 31  | <i>Beyer/Utterback</i>             | <i>Approved All</i> |
| 6.2 | <b>IT Infrastructure 10-Year Plan</b> – A plan was presented to Quality and Finance regarding IT infrastructure. Many of the licenses are no longer supported. Citrix is an option which is a virtual environment in which you can log in anywhere on any computer. \$1.1 million over 10 years. If we upgrade computers it will be the same or more. Initial outlay is about \$600,000 the rest will be covered over the next 9 years. New servers will go into the new building. Need to make a change prior to end of 2019 as some licenses will expire.   | <i>Hathaway/Beyer</i>              | <i>Approved All</i> |
| 6.3 | <b>Daycare Discussion</b> – There has been a lot of discussion about daycare. Reached out to Tri-Counties Community Network. Looking at grant opportunities through First 5. Working with School District. Looking at Fall River Seventh Day Adventist Church. There would be some work that needs to be done. Looking at establishing a budget. The biggest expense will be the required fenced play area. Keep the price structure the same as Burney Day Care facility. Looking at the hours. Rough estimates including rent. Looking for approval to rent the building and a budget to exterior work. Will be beneficial on recruitment and retention of employees. Looking at grants. Trying to collaborate with Shasta College with Early Childhood Education. Approved budget of up to \$50,000 and the rental of the building | <i>Utterback/Hathaway</i>          | <i>Approved All</i> |
| 6.4 | <b>Ad Hoc Committee for CEO Evaluation- Appointed by Chair</b>  | <i>Laura Beyer/Beatriz Vasquez</i> |                     |
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**7 ADMINISTRATIVE REPORTS**

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**7.1 Chief's Reports**

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7.1.1 **CEO:** In addition to the written report: Retail Pharmacy is getting exciting. Cabinetry needs to go in. Flooring will go in next week and décor has been decided. Parking lot will be on the 15<sup>th</sup>. Tour the pharmacy at the July meeting. Hiring staff.

Noted the Employee Appreciation Days July 2-3

SEMSA contract is almost finalized.

**7.1.2 CCO:**

IN addition to the written report: State Board of Pharmacy was Monday, June 24. It went very well with no citations and no plan of corrections. Will probably have another visit when the new building is opened.

Highlighted that we hired an RT. We have a registry. Re-Launching PFT program. We finally got diffusion gas.

There are 3 FT PT's

Telemedicine program is going very well. Goals were exceeded. Telephyc in SNF has been so useful. Neurology has been a great program also. There is a lot of "down-stream" revenue. (Labs, imaging, etc.)

Possibility in the future to do portable MRI

Thanked the maintenance staff for an air conditioner failure fix.

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**7.1.3 CFO:** In Redding at the CHA IGT Meeting. The staff will be up with Travis this evening and Louis and Travis will have dinner with them.

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**7.1.4 CNO:** In addition to the written report: Staffing is improving. There are a couple out with an injury and a death in the family. Interviewing potential candidates.

Consultant was in for the skilled nursing. Survey should be soon. Looks like we have filled the gaps. Phase 3 regulations will be put in place this fall with new competencies, etc. There is a project plan in place.

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**7.1.5 COO:** In addition to the written report: HVAC continues to be an issue. We had another one fail today. We will start looking at this project at Strategic Planning. Most units are late 70's models.

Helistop plan is in process. Looking at using some volunteers and our own staff.

Will be looking at 10-year plan at Strategic Planning.

Ryan showed a sample on the uniform. Make a poster to show what color=department

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**7.2 Construction Change Orders:** Seismic separation – would be \$235,000 since we are demolishing. Responded to the change order that our responsibility is \$99,440+ No reply received from Layton yet. Increasing tonnage from 2 ton to 4 ton of unit of HVAC, adding a couple of security cameras, Headwall changes.

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**8 OTHER INFORMATION/ANNOUNCEMENTS**

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Legislative Update – Val Lakey gave an update on SB227  
ACHD District re-certification

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**9 ANNOUNCEMENT OF CLOSED SESSION – 2:53 pm**

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9.1 Government Section Code 54962

- Quality Assurance: Quality Improvement Issues, Medical Staff Report – *Approved Beyer/Utterback*
  - AHP REAPPOINTMENT
    - 1. Sara Marchessault, NP
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    - MEDICAL STAFF REAPPOINTMENT
      - 1. Rebecca Dyson, MD – Radiology
      - 2. Latisha Smith-Chase, MD – Family Medicine
      - 3. Scott Zittel, DO – Wound Care
      - 4. Allen Morris, MD – Pathology
      - 5. Peter Halt, MD – Radiology
      - 6. Mark Ramus, MD – Pathology
      - 7. Sean Pitman, MD – Pathology
      - 8. Scott Bleazard, MD - Radiology
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      - AHP APPOINTMENT
        - 1. Adam Gardizi, CRNA

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9.2 Real Property Government Code 54956.8 – No Action

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9.3 Litigation Government Code 54956.9 – No Action

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9.4 Personnel Government Code 54957 – No Action

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10 RECONVENE OPEN SESSION: 3:00 pm – Privileges approved

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11 ADJOURNMENT

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Next Regular Meeting — July 31 - Fall River Mills – 1:00 pm

I, Beatriz Vasquez, 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 Hospital District

Beatriz Vasquez  
Board Member

James Luning  
Board Clerk