

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**

August 26, 2020 – 1:00 pm

Teleconference Call – FULLY Remote

*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 1:01 pm on the above date.

**BOARD MEMBERS PRESENT:**

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

**STAFF PRESENT:**

Louis Ward, CEO  
Travis Lakey, CFO  
Ryan Harris, COO  
Keith Earnest, CCO  
Candy Vculek, CNO  
Val Lakey, Executive Director of Community Relations & Business Development  
Marlene McArthur, MHF Executive Director  
Mary Ranquist, Hospice  
Jessica DeCoito, Board Clerk

**ABSENT:**

**2 CALL FOR REQUEST FROM THE AUDIENCE - PUBLIC COMMENTS OR TO SPEAK TO AGENDA ITEMS: NONE**

**3 APPROVAL OF MINUTES**

3.1 A motion/second carried; Board of Directors accepted the minutes of July 29, 2020. *Utterback, Hathaway* *Beyer – Y*  
*Albaugh - Y*  
*Hathaway – Y*  
*Utterback – Y*  
*Vasquez - Y*

**4 DEPARTMENT/OPERATIONS REPORTS/RECOGNITIONS: WRITTEN REPORTS SUBMITTED**

4.1 A motion/second carried; Lonnie Hancock was recognized as July Employee of the Month. Resolution 2020-14 *Hathaway, Beyer* *Beyer – Y*  
*Albaugh - Y*  
*Hathaway – Y*  
*Utterback – Y*  
*Vasquez - Y*

4.2 **Mayers Healthcare Foundation:** Thank you to everyone who voted for Best Non Profit for the Northstate – we did not win. Awarded \$22,000 for the landscaping project at the New Hospital Wing – proceeds from the 2018 Golf Tournament. \$32,000 has been awarded for equipment purchases in multiple departments in the facility. Donation was made for PT equipment and information sharing that donation will go out shortly.

4.3 **Safety – 6 Month Report:** One thing to note was our visit from Sheriff Magrini and other Cal OEP members to check out our new hospital wing.

4.4 **Hospice – July Quarterly Report:** Approximately – 200 were used in the survey of this information from the past 5 years. Our reporting has improved with the Pepper reporting scores. Worked really hard to accomplish above the national average in patient satisfaction. A new pamphlet is being created and a new website. We will be sharing this with the community once it's ready.

**5 BOARD COMMITTEES**

**5.1 Finance Committee**

**5.1.1 Committee Meeting Report:**

5.1.2 **July 2020 Financials:** reviewed the financials, AP & AR. Motion to approve the financials was moved, seconded and approved. *Hathaway/Albaugh* *Beyer – Y*  
*Albaugh - Y*

			<i>Hathaway – Y</i>
			<i>Utterback – Y</i>
			<i>Vasquez - Y</i>
5.1.3	<b>401 K Annual Report:</b> will report more in September meeting for the 401K Accounts. CFO will gather more information before the September meeting.		
5.1.4	<b>Bank Account Name Change from OLD: USDA DEBT SERVICE to NEW: CHFFA CONSTRUCTION</b>	Albaugh, Beyer	<i>Beyer – Y</i> <i>Albaugh - Y</i> <i>Hathaway – Y</i> <i>Utterback – Y</i> <i>Vasquez - Y</i>
5.2	<b>Strategic Planning Committee Chair Albaugh</b>		
5.2.1	We will have a discussion about the clinic and how we can plan for differentiating ourselves from other primary care facilities in the area. Discussions on what we can do to pay back to the community for their continued support to our facilities and services will occur. Add to the next Strategic Planning agenda.		
5.3	<b>Quality Committee Chair Beyer</b>		
5.3.1	<b>Committee Meeting Report –</b> Maintenance and Nursing will work on some kind of plastic screen set up to help our Residents & Patients have some interaction. Looking at plans for in person visits for Residents and Patients in the next couple of weeks.		
6	<b>OLD BUSINESS</b>		
6.1	<b>Social Media &amp; Board Messaging from Board Members:</b> pictures to include on post (can be changed out) with link to board meeting before meeting. Then after meeting same picture post with a highlight of the meeting. Message to be finalized before end of current meeting, Jessica to help formulate message with the approval of the Board. Motion moved, seconded and approved to begin the Social Media Messaging.	Beyer, Utterback	<i>Beyer – Y</i> <i>Albaugh - Y</i> <i>Hathaway – Y</i> <i>Utterback – Y</i> <i>Vasquez - Y</i>
7	<b>NEW BUSINESS</b>		
7.1	<b>Policy &amp; Procedure Approval:</b>	<i>Beyer, Hathaway</i>	<i>Albaugh – Y</i>
	1. Emergency/Disaster Management: Val Lakey		<i>Beyer – Y</i>
	2. Emergency and Critical Incident: Val Lakey		<i>Hathaway – Y</i>
	3. Fentanyl (Duragesic) Patch Disposal Acute: Keith		<i>Utterback – Y</i>
	4. Internal Medicine Core Privileges: Jack		<i>Vasquez - Y</i>
	5. Medical Staff Bylaws: Jack		
	6. Medical Staff Rules: Jack		
	7. Orthopedic Surgery Core Privileges: Jack		
	8. Pathology Core Privileges: Jack		
	9. Privileges in Neurology, Telemed: Jack		
	10. Rheumatology Telemedicine Core Privileges: Jack		
	11. Vasoactive Drips – Intropic Nursing Administration: Keith		
7.2	<b>New Skilled Nursing Facilities Van: Quotes from Corning Ford &amp; Crown Motors:</b> recommendation from Finance to purchase the van that fits our operations the best. Our plan is to work with Crown Motors on negotiating a price for the van, since Crown Motors does so much for our Motion moved, seconded and approved to purchase a van with the discretion of administration. community.	<i>Albaugh, Hathaway</i>	<i>Albaugh – Y</i> <i>Beyer – Y</i> <i>Hathaway – Y</i> <i>Utterback – Y</i> <i>Vasquez - Y</i>
8	<b>ADMINISTRATIVE REPORTS</b>		
8.1	<b>ED of Community Relations and Business Development:</b> Legislation is moving really fast as they get to session closure. AB2537 and SB275 (amendment made 8/25) – requiring a certain PPE supply level. Working on lots of Retail Pharmacy marketing. Center page in today’s paper is ALL about our new hospital wing and that we are open! A new goal for Val is to create a communication plan on the demo project.		
8.2	<b>Chief’s Reports: written reports submitted.</b>		
8.2.1	<b>CFO:</b> expecting the auditor soon. Adjustments were made on Ops Report statistics from Thursday to Tuesday: adjusted numbers were Inpatient: 62 days, Skilled Nursing Facility: 2473 ER: 354. Asked to create a graph for Retail Pharmacy going forward.		

- 8.2.2 **CCO:** Retail Pharmacy now has a Facebook page. Mailers went to print today with some amazing pictures. Working with Jeff Bennett at El Dorado Pharmacy – understanding the business side of retail pharmacies, including 340B. Flu Shots will be available starting October.
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- 8.2.3 **CNO:** New hospital wing is open. We had a very busy day pulling everything together for that day and kudos to all the team that worked so hard to make this happen. We have hired a Clinic Manager and she will begin in the next few weeks. CNA staffing numbers are short and our team is working hard to cover extra shifts in addition to Registry staff helping out.
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- 8.2.4 **COO:** Gratitude expressed to MMHD Board for all your support towards the New Hospital Wing. And a huge thanks to the community for their continued support through all the ups and downs during the project. Also, a huge thank you to every person at MMHD for all their help and work on getting the new hospital wing up and running in such a short amount of time. Big big thanks to my managers, Sherry Rodriguez – Housekeeping, Alex Johnson – Maintenance, and Ryan Nicholls – IT FOR all the work and extra work they and their teams did for MMHD. Working on demo project and looking at aging facility plans.
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- 8.2.5 **CEO:** COVID Update: 554 cases in Shasta Co. (not all active). Wildfire evacuations – if we are called from another healthcare facility, we are discussing what the protocols in place are to assist them with their patients with regards to COVID restrictions. Employee Meetings – we are planning on using the parking lot as an in person forum for meeting with our MMHD Team. Skilled Nursing Facility fair in FR on 8/27 and Burney on 8/28. New provider was hired yesterday and started immediately – Ericka Heidrick welcome aboard. Clinic Manager has been hired – Amanda Ponti welcome aboard. Burney Clinic committee will be set up as we start to develop job descriptions, compensation, protocols, policies and procedures, EMRs, supplies, etc. New Hospital Wing: sentiments echoed to our MMHD Board and Team for all the support, hard work, and dedication put into getting the building up and licensed. Continue to work on getting the quicker COVID antibody tests – no date set without knowing when we can get the tests in place. Continue to work the schools on getting ready for testing and PPE supplies. Teachers & Students have been moved to Tier 1 testing which allows us to expedite their testing. A local quilter’s guild made 4-H and FFA masks, and MMHD worked on helping create Intermountain Fair masks for the 2020 Intermountain Fair.

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8.3 **Construction Change Orders:** none

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9 **OTHER INFORMATION/ANNOUNCEMENTS:**

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10 **ANNOUNCEMENT OF CLOSED SESSION – 2:40 pm**

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**Government Section Code 54962: Medical Staff Credentials**

**List of Credentials:**

**STAFF STATUS CHANGE**

1. Fred Gorin, MD – Move to inactive
2. Richard Carregal, DO – Move to inactive

**MEDICAL STAFF REAPPOINTMENT**

1. Tom Watson, MD – Family & Emergency Medicine

10.1 **MEDICAL STAFF APPOINTMENT**

1. Sander Saidman, MD – Radiology
2. Jonathan Jewkes, MD – Radiology
3. Adam Attoun, DO – Radiology
4. Douglas Hughes, MD – Radiology
5. Gregory Ginsburg, MD – General Surgery
6. Melissa Butts, DO – Rheumatology

All Medical Staff Credentials were approved.

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10.2 **Pending Litigation Government Code 54956.9**

10.2.1 Response Letter to Government Section Code 900 Claim

10.2.2 Summons for File No. 19-001160 – Case SCRDCVPO20-0195515-003

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10.3 **Real Property Government Code 54956.8:** Property Negotiations APN 028-340-025

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10.4 **Personnel Government Code 54957:**

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10.4.1 Finalize CEO Evaluation

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10.4.2 Finalize CEO Contract

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**11 RECONVENE OPEN SESSION: 4:29 pm**

A motion/second carried; approval of purchase of property APN 028-340-025 on *Hathaway, Albaugh* *All Approved*  
Commerce Ave in Burney, CA 96013.

A motion/second carried; acceptance of all credentials. *Beyer, Utterback* *All Approved*

A motion/second carried; CEO Evaluation was finalized and approved. *Albaugh, Hathaway* *All Approved*

A motion/second carried; CEO Contract was finalized and approved. *Beyer, Hathaway* *All Approved*

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**12 ADJOURNMENT: 4:29 pm**

Next Regular Meeting: September 30, 2020

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

Jessica DeCoito  
Board Clerk

\*This is a DRAFT set of the August 26<sup>th</sup>, 2020 minutes for the Regular Board Meeting of the Mayers Memorial Hospital District. A final version will be voted and approved at the September 30<sup>th</sup>, 2020 Regular Board Meeting.