

Chief Executive Officer  
Louis Ward, MHA



Mayers Memorial Hospital District

**Board of Directors**  
Jeanne Utterback, President  
Beatriz Vasquez, Ph.D., Vice President  
Tom Guyn, M.D., Secretary  
Abe Hathaway, Treasurer  
Tami Vestal-Humphry, Director

## Strategic Planning Committee Meeting Agenda

January 11, 2021

1:00 PM

Zoom Meeting: [Click Here](#)

Call In Number: 1-669-900-9128

Meeting ID: 918 0753 3595

### Attendees

Beatriz Vasquez, Chair, Board Vice President  
Abe Hathaway, Board Treasurer  
Louis Ward, CEO

1	<b>CALL MEETING TO ORDER</b>	Chair Beatriz Vasquez	
2	<b>CALL FOR REQUEST FROM THE AUDIENCE - PUBLIC COMMENTS OR TO SPEAK TO AGENDA ITEMS</b>		
3	<b>APPROVAL OF MINUTES</b>		
	3.1 Regular Meeting – November 18, 2020	Attachment A	<b>Action Item</b>
4	<b>CONSTRUCTION UPDATE</b>	Ryan Harris	Report
5	<b>FACILITY MASTER PLAN DISCUSSION</b>		Discussion
6	<b>ADMINISTRATIVE REPORT</b>	Louis Ward	Report
7	<b>OTHER INFORMATION/ANNOUNCEMENTS</b>		Information
8	<b>ADJOURNMENT</b>		

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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  
**Strategic Planning Committee**  
**Minutes**  
November 17, 2020  
Fully Remote Zoom Meeting

*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:** The meeting was called to order at 1:08 pm on the above date.

**BOARD MEMBERS PRESENT:**

Allen Albaugh, Chair  
Beatriz Vasquez, PhD, President

**STAFF PRESENT:**

Louis Ward, CEO  
Ryan Harris, COO  
Travis Lakey, CFO  
Candy Vculek, CNO  
Jessica DeCoito, Board Clerk  
Sheba Sawyer, MHF Grant Writer

**Community Members Present**  
**None**

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

No public.

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**3 APPROVAL OF MINUTES**

3.1 A motion/second carried; committee members accepted the minutes of September 14, 2020  
Input on minutes content: please include more information with regards to what was actually discussed, who said what, etc.

Vasquez/Albaugh

**Albaugh – Y**  
**Vasquez – Y**

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**4 Construction Update:** Burney Clinic walls are taped and textured, and the exterior looks amazing. Next steps are interior painting. Exterior stone is almost complete but we need to wait on the temperature to improve. The Fire Line that was leaking under the facility has now been fixed, and unfortunately OSHPD had to get involved. Thankful for our Maintenance crew stepping up to the challenge of fixing the leak, teaming up with the plumbing company and providing a flexible schedule change to provide fire watch 24 hrs. a day until the leak was fixed. This is a temporary fix and will need a permanent fix in a future project. Helipad is ready for concrete starting November 19<sup>th</sup> and 20<sup>th</sup>. Nurse Call was delayed due to Inspector on Record needing to switch to Emergency Water Leak project. Nurse Call will pick back up now that Emergency Water Leak is complete. Laundry Facility needs to get going, and pressure needs to be applied to parties involved. Insurance Claim will continue to grow as we continue to see delays in the processes in place with the contractor, insurance and other vendors involved. We had a meeting with the folks at the Church to talk about the Daycare. The Church has had to go to the county to get the property re-zoned, and the county came back with stipulations on what needed to be done including septic tank size and state of condition, ADA compliance, etc. It's becoming a much longer and more difficult process to get this set up. The process and plans continue and we will keep everyone up to date. Riverview House is complete and we have medical staff members using it every day. One request has been to put in a carport next to Riverview House and plans are being looked at. Long Street house is phasing out in the coming months. And a discussion has begun with rentals in Burney for staff working at the Burney Annex.

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- 5 FACILITY MASTER PLAN DISCUSSION:** We have set up a contract with NMR Engineering Firm to help us look at our opportunities with our facilities and making sure we meet all NPC, SPC ratings, etc. going into 2030.
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- 6 Administrative report:** Working with Board Clerk on new Board Member Orientation packet, materials, meetings, etc. for the new Board Members and current Board Members who want a refresh. Board Clerk to send Director Vasquez contact information to new Board Members. Working with the School District to discuss distance learning, COVID safety precautions, etc. We have already begun the Christmas Decorating at both facilities. We will be providing Christmas and Hazard Bonus gifts to all Employees and this will begin today – includes a personal note from Louis and the Board Members. If there is anything else that the Board Members can do to help boost morale, please keep Directors in the loop to help out. Each employee will also receive a Christmas gift from MMHD that will go out closer to Christmas. All dates where Christmas events will occur, we will share with Directors. Upcoming for Monday, November 23<sup>rd</sup> – CEO Ward will meet with Shasta County CAO and other Shasta County staff to go through our facilities – both new and old, issues with the county permits on our Laundry Facility project, COVID restrictions, etc. MMHD has purchased a fridge to hold COVID vaccines. The plan for distribution of vaccines is yet to be published but Keith Earnest, PharmD and Chief Clinical Officer at MMHD is taking lead on this to keep MMHD in the works and in the loop. We will register with CDPH. Phases for classification of individuals have been set up by CDPH and are published. Details for vaccination storage, brands of vaccinations, number of vaccinations provided to MMHD, and logistics were discussed. A lot of unknown still to clarify and get confirmed details on. Hopefully will have more information by the December 2<sup>nd</sup> Board meeting to report on.
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- 7 OTHER INFORMATION/ANNOUNCEMENTS:** Director Albaugh brought up for discussion an article regarding COVID 19 and the effects on our memory care and aging patients. With the government aide provided for long term patient care, will we see effects on that aide and require healthcare to get creative with the care of our patients. Telemedicine has been helpful in providing care to our long term patients. Can Hospice become an evolved mix with Home Health Care? We need to consider the future of long term care, assisted living care facilities and home health care opportunities. CEO Ward provided insight into the opportunities the Burney Rural Health Clinic will provide to our community with regards to home health care, long term care patients, etc. Facility Master Plan discussion does include the potential to add in an additional assisted living care space, but at this time it continues to just be a discussion and not planned. As CEO Ward begins his Directorship with CHA, he will continually think about and bring up what the rural health care systems need. Director Albaugh would like to create a resolution at the next Board Meeting for our staff in the SNF units – Director Vasquez to call Director Hathaway to work out the details (include hazard work, Star Rating increase, decrease in Registry Staff use, etc.) Director Albaugh would like CEO Ward and CNO Vculek to reach out to Dr. Chris Camarata to discuss care of our long term care residents.
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- 8 ADJOURNMENT** – 10:18 AM – Next Strategic Planning meeting is TBD.
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