

Chief Executive Officer  
Chris Bjornberg



**Mayers Memorial Hospital District**

**Board of Directors**  
Jeanne Utterback, President  
Tami Vestal-Humphry, Vice President  
Beatriz Vasquez, PhD, Secretary  
Abe Hathaway, Treasurer  
Tom Guyn, MD, Director

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

February 23, 2022 – 1:00 pm  
FR Boardroom & Zoom

*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:** Jeanne Utterback called the regular meeting to order at 1:00 PM on the above date.

**BOARD MEMBERS PRESENT:**

Jeanne Utterback, President  
Tami Vestal-Humphry, Vice President  
Beatriz Vasquez, PhD, Secretary  
Abe Hathaway, Treasurer  
Tom Guyn, MD, Director

**ABSENT:**

Keith Earnest, CCO

**STAFF PRESENT:**

Chris Bjornberg, CEO  
Ryan Harris, COO  
Travis Lakey, CFO  
Candy Detchon, CNO  
Val Lakey, ED of CR & BD  
Libby Mee, Director of HR  
Tracy Geisler, MHD Executive Director  
Jessica DeCoito, Board Clerk

**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 January 26, 2022 *Vasquez/Guyn* *Approved by All*

**4 DEPARTMENT/OPERATIONS REPORTS/RECOGNITIONS**

4.1 A motion/second carried; Dana Hauge was recognized as January Employee of the Month. Resolution 2022-03. Dana wears many hats in MMHD – Employee Wellness, Cardiac Rehab, Emergency Preparedness, Safety, Patient Follow Ups, etc. An AMAZING team member who has spread her smile around to all of MMHD. *Humphry/Guyn* *Approved by All*

4.2 Director of Human Resources: written report submitted. A lot of focus on recruiting for the departments who use Registry staff the most. COVID sick time has been in place since the beginning and now we will bring all the COVID sick banks back up to 80 hrs for those who had to use some time.

4.3 Worker's Comp 6 Month Report: 6 incidents in December, which is mostly due to weather conditions and the walkways outside of the hospital. 2% decrease in policy.

4.4 Safety 6 Month Report: written report submitted. Workplace Violence program called "Orange Dot" is being discussed with Nurse Leadership. We are working with our staff on proper reporting processes: what to report, when to report, etc. Great job on the CODE drills and teaching TEAM Mayers.

4.5 MHF Quarterly Report: written report submitted. P&P for Volunteers has been completed. This included the streamlining of both the Volunteer and Employee Handbooks. 11 Active Volunteers – 5 of those are our event helpers. We have received a great amount of in-kind donations. Including an art collection and a sculpture collection. April 9<sup>th</sup> is the scheduled date for the Health Fair.

**5 BOARD COMMITTEES**

5.1 **Finance Committee**

5.1.1	<b>Committee Report:</b> Pharmacy and Physical Therapy submitted written reports. Focus is on decreasing the AR. Quality Assurance Funds received yesterday. EHR Update provided – we should have a recommendation at the March meeting.		
5.1.2	<b>January 2022 Financials:</b> motion moved, seconded, and carried to accept the financials.	<i>Hathaway/Humphry</i>	<i>Approved by All</i>
5.1.3	<b>Daycare Project Update:</b> staff reported increase of the original budget. They will report at the March meeting with more information about changing the outlook of the project.		<i>No Action Taken</i>
5.2	<b>Strategic Planning Committee Chair Vasquez:</b> No February Meeting		
5.3	<b>Quality Committee Chair Utterback</b>		
5.3.1	<b>Committee Meeting Report</b> – survey season is among us, and our staff are ready to meet with CDPH. A grant opportunity has been presented that we are applying for – RMOMS, a group of healthcare groups from Redding to Modoc County that would provide opportunities for women’s health and prenatal care.		
<b>6</b>	<b>OLD BUSINESS</b>		
6.1	<b>Organizational Analysis:</b> minor corrections on spelling and grammar have been submitted. Motion moved, seconded, and carried to accept once amendments on spelling and grammar have been made.	<i>Vasquez/Hathaway</i>	<i>Approved by All</i>
<b>7</b>	<b>NEW BUSINESS</b>		
7.1	<b>Update on Real Estate Purchase APN 023-210-062, 023-340-028, 023-340-029:</b> property boundaries have been walked, water will be turned on and MMHD will be onsite for inspection. Escrow has been extended out by 2 weeks. Inspections are scheduled for March. We will begin to establish the workflow on who, what and where once inspections past. Once we receive ownership, we will look at what things may need updating.		
7.2	<b>Leadership Education and Development:</b> several options and opportunities like American College of Healthcare Executives. Opportunities available for all areas of the hospital. Board fully supports this initiative to help our leadership develop their leadership skills. Another report will be provided at the next meeting with more information.		
7.3	<b>Future Planning:</b> Discussion took place regarding possible change in future construction for both Fall River and Burney campuses. More research and data gathering will be taking place and discussion will continue going forward.		
<b>8</b>	<b>ADMINISTRATIVE REPORTS</b>		
8.1	<b>ED of Community Relations &amp; Business Development:</b> written report submitted.		
8.2	<b>Chief’s Reports</b>		
8.2.1	<b>CFO:</b> extra educational pieces added into the bottom of the notes to explain the SNF dollars and revenues.		
8.2.2	<b>CCO:</b> written report submitted. One COVID medication was removed because it didn’t fight off the Omicron variant like the Delta. But we have other options that are better on the Omicron variant.		
8.2.3	<b>CNO:</b> Exhibit A provided Monday before meeting. 5 students graduated yesterday from the Certified Nursing Assistant program. 6 students will begin the next class on March 14 <sup>th</sup> . Another class will begin at the end of June, with a huge push on the high school students looking to graduate this June. We currently have 3 patients in the COVID unit from the community. We are wanting to kick up some moral on staff members – bring in some good things for our people. We are working on the Committee meeting structures to only report on what is required and what aligns with our initiatives and needs.		
8.2.4	<b>COO:</b> written report submitted. Week of March 7th, the Laundry Facility and Clinic Exam Rooms will open back up. Scam phone calls have gone out – NOT BY THE DOING OF MMHD. Our job now is to handle each incident as it comes in. Our recommendation is for those receiving the phone call to ask for a call back number, hang up and call MMHD at 530-336-5511 to find out if it’s indeed a SCAM call.		
8.2.5	<b>CEO:</b> At next month’s Board Meeting, we will have the EHR recommendation to bring forward for approval. Shasta Health Assessment Redesign Collaborative (SHARC) has sent out a letter that we did not sign onto. But be aware that you may see that letter with other healthcare groups on. Internal meeting changes have occurred within the leadership roles: Chiefs (C Team) met every other week but now meet every morning and is called Executive Leadership Team. The Operation Management Team (OMT) previously met every other week and the Managers met once a month. Now they will merge into one meeting that will occur twice a month. Huron Leadership Training took place last week and was great. We will continue with the leadership training		

Public records which relate to any of the matters on this agenda (except Closed Session items), and which have been distributed to the members of the Board, are available for public inspection at the office of the Clerk to the Board of Directors, 43563 Highway 299 East, Fall River Mills CA 96028. This document and other Board of Directors documents are available online at [www.mayersmemorial.com](http://www.mayersmemorial.com).

with Huron next month. Org Chart is being reviewed between the Executive Leadership Team members. Pi Day Competition is on March 14<sup>th</sup>.

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**9 OTHER INFORMATION/ANNOUNCEMENTS**

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- 9.1 Zoom contract is ending and we are migrating to Microsoft Teams, which everyone already has on their current Microsoft 365 platforms.
  - 9.2 Form 700: Reminder to get them completed and turned in
  - 9.3 Board Member Message: Employee of the Month, Foundation update, Org Analysis, Rapid tests at Retail Pharmacy, Expired Medication Depository.
  - 9.4 Beatriz Vasquez, PhD. Announced her resignation from the Board at the end of her term in December 2022. And her role with ACHD will also end. We are urged to replace her ACHD role with someone from MMHD Board of Directors.
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**10 ADJOURNMENT: 4:30 pm**

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Next Regular Meeting: March 30, 2022

I, Jeanne Utterback 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

Jeanne Utterback  
Board Member

Jessica DeCoito  
Board Clerk