

Chief Executive Officer
Chris Bjornberg



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
September 28, 2022 – 1:00 pm
FR Boardroom & Microsoft Teams

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:

STAFF PRESENT:

Chris Bjornberg, CEO
Travis Lakey, CFO
Ryan Harris, COO
Theresa Overton, Interim CNO
Keith Earnest, CCO
Val Lakey, CHRO
Libby Mee, CPRO
Jessica DeCoito, Board Clerk
Kristi Schultz, Retail Pharmacy Tech
Dana Hauge, Employee Wellness
Lesley Stevenson, CAN Station 2

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

3 SPECIAL PRESENTATION: BETA – Risk management specialists with BETA are onsite today to help with our safe patient handling program. MMHD was also presented with an award for our Employee Safety Wellness Initiative Domain for 2021.

4 DEPARTMENT/OPERATIONS REPORTS/RECOGNITIONS

4.1	A motion/second carried; Board of Directors accepted the minutes of August 28, 2022.	<i>Humphry, Hathaway</i>	<i>Approved by All</i>
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5 DEPARTMENT/OPERATIONS REPORTS/RECOGNITIONS

5.1	A motion/second carried; Lesley Stevenson was recognized as August Employee of the Month. Resolution 2022-11. CNA at Station 2. Lesley is on year 15 with MMHD. Kind words from the folks who nominated Lesley were shared. Thank you to Lesley for her dedication to our patients, residents and our community.	<i>Humphry, Hathaway</i>	<i>Approved by All</i>
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5.2 Pharmacy: see CCO report

5.3 Retail Pharmacy: written report submitted. Review of report provided by Kristi Schultz. Conversations are in place with Mountain Valley's to provide lockers for pharmaceuticals that our Retail Pharmacy would monitor and provide medications to. Shout out to the team for all the hard work and research into the remote lock boxes for medications for our patients and community. Kristi was able to identify specific issues in our 340B program that she has been able to fix, including inventory.

5.4 Physical Therapy: written report submitted with Physical Therapy's Strategic Priorities for FY2023.

6 BOARD COMMITTEES

6.1 Finance Committee

6.1.1 **Committee Report:** Reviewed the finances and notes provided by the CFO.

6.1.2	August 2022 Financials: motion moved, seconded and carried to approve financials.	<i>Hathaway, Humphry</i>	<i>Approved by All</i>
6.1.3	Board Quarterly Finance Review: motion moved, seconded and carried to approve the quarterly finance review.	<i>Hathaway, Humphry</i>	<i>Approved by All</i>
6.2	Strategic Planning Committee Chair Vasquez: review the of the Strategic Planning Priorities FY2023, as provided in an email on September 28 th and hard copies at the Board Meeting on September 28 th . Motion moved, seconded and carried to approve the SP Priorities as provided.	<i>Vasquez, Hathaway</i>	<i>Approved by All</i>
6.3	Quality Committee Chair Utterback: DRAFT Minutes attached. The new format is under way and the departments are working on establishing their metrics, measures and how they are monitoring those items. We have yet to see the actual data but are looking forward to seeing the dashboards. Pros and Cons list will be provided between the accrediting organizations that we can choose from.		
7	OLD BUSINESS		
7.1	Master Planning & Chartis Update: Review of the Chartis data provided in the email sent September 28 th and the hand copies provided at the Board meeting. Master Planning services RFP is due this Friday, September 30 th . Once we have those in hand, a committee will score the RFP's independently, then meet up and discuss to provide the Board with a recommendation. Small & Rural Hospital Relief Program – which we have been awarded but we are unknown of the funds awarded because there are additional pieces required that we won't have until the Master Planning RFP is completed.		
8	NEW BUSINESS		
8.1	By-Laws Review: Board Clerk will send out the current set of by-laws to the Board. All changes, questions and concerns will go into Board Clerk. We will set up a "retreat/workshop" for all of us to meet up and discuss the changes. Then provide a full updated copy to be approved at the Board Meeting.		
8.2	BOD Assessment Process: Board Members and CEO to provide changes to the list of questions to Board Clerk. Final list of questions will be provided at October Board Meeting for final approval. Report will be completed by Board during the month of November and final summary provided at December's Board Meeting.		
9	ADMINISTRATIVE REPORTS		
9.1	Chief's Reports: written reports provided in packet		
9.1.1	CFO: will be meeting up with FINCH regarding our Bonds. Charts will be year to date rather than by months.		
9.1.2	CHRO: really good discussions with a recruiter for our open Radiology positions. COVID employee cases are ever changing and total numbers go up. Updates from CDPH with masking, vaccination status and testing are changing. Navigating all the new rules and keeping everyone in the communication is our focus.		
9.1.3	CPRO: Active Shooter Education training was great and informative. The collaboration with the Shasta Co. Sheriff's department has been a great benefit to both agencies. Our functional drill will be November 18 th . The signage at the road for the Employee Housing is being repaired. Our promotional video footage of the lodge is being set up for the employee housing facility. We are very excited to have three local high school students job shadowing us for the next school year. They are scheduled to be in every department to help show them all aspects of the healthcare industry. Cornerstone Ceremony is on October 8 th .		
9.1.4	CCO: Blood Drive at the High School tomorrow – Senior Project with a local high school student. Hospice is very busy with patients. Bi-Valent boosters are available – please call the Mayers Rural Health Clinic. Meds to Beds program will launch in the first week of October.		
9.1.5	CNO: Burney Annex is in the RED status. FR is in GREEN status. Necessary isolation has been set up and staff are all in required PPE. The Director of Nursing on the Skilled Nursing Facility job is open and posted on our website. The summer CNA class was delayed trying to recruit more students. The current pool of students is working on the floor as Unit Aids to help give them an idea and some experience on the floor before they jump into the class. Correction on report for ER stats – it should say "August" not "July"		
9.1.6	COO: Nurse Call Project, Water Tank Pump Project and Demo Project are all in a closeout phase. We met with HCAI, Greenbough Design, NMR and other vendors to help make a checklist of everything we need to do to get these projects closed. IT is experiencing staff shortages, but we have some applicants we are going to be meeting with shortly. The Clinic is currently in the process of being certified to do DOT testing. Working on getting the affiliate license for the Mobile Rural Health Clinic.		

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.

9.1.7 CEO: kudos to the Executive Leadership Team and all the work they've done in the past months with everything going on.

10 OTHER INFORMATION/ANNOUNCEMENTS

10.1 Board Member Message: BETA award, Employee of the Month, Cornerstone Ceremony, Conference Attendance by ELT members.

11 ANNOUNCEMENT OF CLOSED SESSION: 3:38 pm

12 CLOSED SESSION

12.1 Personnel – Government Code 54957

13 ANNOUNCEMENT OF OPEN SESSION: 4:00 pm –

14 ADJOURNMENT: 4:00 pm

Next Regular Meeting: October 26, 2022

Wanne UHerback 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 UHerback
Board Member

Jessica DeCayo
Board Clerk