

Chief Executive Officer
Chris Bjornberg



Board of Directors
Abe Hathaway, President
Jeanne Utterback, Vice President
Tom Guyn, M.D., Secretary
Tami Humphry, Treasurer
Lester Cufaude, Director

Board of Directors
Regular Meeting
Minutes
August 30, 2023 – 1:00 pm
Burney Boardroom

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.

CALL MEETING TO ORDER: Abe Hathaway called the regular meeting to order at 1:00 PM on the above date.

BOARD MEMBERS PRESENT:

Abe Hathaway, President
Jeanne Utterback, Vice President
Tom Guyn, M.D., Secretary
Tami Humphry, Treasurer
Lester Cufaude, Director

ABSENT:

Libby Mee, CHRO

STAFF PRESENT:

Chris Bjornberg, CEO
Travis Lakey, CFO
Ryan Harris, COO
Theresa Overton, CNO
Keith Earnest, CCO
Valerie Lakey, CPRO
Britany Hammons, SNF ADON
Katie Young, CNA & Team Mayers MVP
Amanda Harris, Telemedicine
Samantha Weidner, Telemedicine
Michele King, MHF Director
Ivan Howes, MMH Intern
Jessica DeCoito, Board Clerk

2 CALL FOR REQUEST FROM THE AUDIENCE - PUBLIC COMMENTS OR TO SPEAK TO AGENDA ITEMS: KAREN VAN CLEAVE – COMMUNITY MEMBER AND BOARD MEMBER OF THE BURNEY FIRE DISTRICT. BOB MAY – BURNEY FIRE DISTRICT CHIEF.

3 APPROVAL OF MINUTES

3.1 A motion/second carried; Board of Directors accepted the minutes of July 26, 2023.

*Utterback,
Cufaude*

*Approved by
All*

4 DEPARTMENT/OPERATIONS REPORTS/RECOGNITIONS

4.1 A motion/second carried; Katie Young was recognized as July Employee of the Month. Resolution 2023-12. Started at MMHD in Dietary. Enrolled in our CNA program and is now a NOC shift employee on the Burney Annex floor. She has been a great team member. And is interested in continuing her education and career with MMHD.

*Utterback,
Humphry*

*Approved by
All*

4.2 Hospice Quarterly: written report submitted. Researching the Dog Therapy program.

4.3 MHF Quarterly: written report submitted. Introduction of Michele King as the Program Director. The Golf Tournament went well, 22 sponsors, 45 donors for raffles, down in golfers but still came out successful. Approximately \$25,000 made. Already working on plans for next year. Mayers Employee Giving program is in planning mode. Northstate Giving Tuesday is next up on the list of events – Tuesday after Thanksgiving. Denim & Diamonds is set up for January 27th with Jared Hovis as the entertainer.

4.4 Skilled Nursing Facility: written report submitted. Census went up by 1. Residents really want some pet therapy introduced into their activities. Our Covid response to our latest event was really good. Some additional re-training and reminding of PPE, isolation and cleaning protocols was needed but our team did awesome.

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|----------|--|-----------------------|--------------------|
| 4.5 | Surgery: written report submitted. Dr. Schepps' is our surgeon and will begin on October 16 th . We have worked on communication with local clinics for referrals. We continue to team up with Modoc Medical Center for scrub techs and surgery team members. | | |
| 4.6 | Telemedicine: written report submitted. Outpatient visits grew by 9% and we added two more specialties. The program will be transferred over to Samantha in the new year but has already been in training. | | |
| 5 | BOARD COMMITTEES | | |
| 5.1 | Finance Committee | | |
| 5.1.1 | Committee Report: Cash on Hand looks great. Great collections this past month. AR is down. New Accountant begins on next Tuesday. CHIC () insurance broker that works for just rural hospitals throughout the country. Will save us 15-20% on our plan and no downstream affects to employees. GPO meeting yesterday and we can save 36.2% on our supplies. National Health Service Corp. application was approved to help expand our pool of clinical staff we can bring on. Working on phase 5 of the audit, that has gone very well so far. | | |
| 5.1.2 | July 2023 Financials: motion moved, seconded and carried to approve financials. | Guyn, Humphry | Approved by All |
| 5.1.3 | Board Quarterly Finance Review – Finance Committee reviewed the binder and found that everything was in order. | Humphry, Utterback | Approved by All |
| | Motion moved, seconded and carried. | | |
| 5.1.4 | Veregy Solar Project Update: Public Notice was given in the newspaper, unfortunately the contract was not ready for approval. We are hoping for next month to provide that contract to you for review. The project will begin in April regardless of contract being approved. | | |
| 5.2 | Strategic Planning Committee Chair Utterback: No July Meeting | | |
| 5.3 | Quality Committee Chair Guyn: DRAFT minutes attached | | |
| 5.3.1 | Good progress is being made in the Hospital Quality Committee with the department managers. 83% completion of transfer information. September's meeting will be skipped due to Cerner | | |
| 6 | NEW BUSINESS | | |
| 6.1 | Policies and Procedures: | | |
| | 1. Board Meetings – Location, Time, Date and Quorum | | |
| | 2. Charting and Documentation for Outpatient Clinics | | |
| | 3. Clinic Appointment No-Show Late-Cancel Policy | | |
| | 4. HHS Poverty Guidelines MMH 389 | | |
| | 5. Laboratory Reports | Guyn, | Approved by |
| | 6. Multiple Specimen Collection | Utterback | All |
| | 7. Unidentified Patient Arm Bands | | |
| | 8. Urine Drug Testing | | |
| | Motion moved, seconded and approved. | | |
| 8 | ADMINISTRATIVE REPORTS | | |
| 8.1 | Chief's Reports: written reports provided in packet | | |
| 8.1.1 | CFO: New accounting system being used – Multiview. The packet looks a little different than normal and we are working to get it to look like it has in the past. | | |
| 8.1.2 | CHRO: Because there is no Covid sick time required for employees, we will have to use the work comp. process to file any incident where an employee received covid from a work related setting. | | |
| 8.1.3 | CPRO: Call scheduled with CHA and Senator Dahle this afternoon on bill AB 40 – has to do with offloading times. Legislative Strategy Group call is scheduled for Friday afternoon to talk about the bills that were put on suspense. Some bills include SB 25 – minimum wage increase. Intern Program has been a great program where we can introduce our interns to all of the different departments in the hospital, including the MHF Golf Tournament. Fair is coming up this week and we are in full set up mode. | | |
| 8.1.4 | CCO: Gearing up for Cerner and doing a lot of interface testing. | | |

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 Director's documents are available online at www.mayersmemorial.com.

- 8.1.5 **CNO:** We no longer have any Covid positive residents. LTC Cerner timeline was released for a kickoff in November and go live in April. ED Interim Manager has begun her time with MMHD and has jumped right in. CNA program has been very good for filling the open positions, which is leading us to look into our LVN program starting up.
- 8.1.6 **COO:** Lots of water work being done at the lodge on the aging system. Air Exchanges are being tested in surgery today. HCAI is conducting more field visits with emphasis on non-permitted work. A project has begun on the HVAC unit replacement over the FR LTC DON office, Dietary and Dining Room.
- 8.1.7 **CEO:** Managed Care Organization (medicare products) will start being taxed. Legislation is being drafted on MCO and we are watching this closely. Additional redundancies are being set up for internet connection in the event we have another fiber issue. IGT's will hit in February and you will see more going out financially than historically.

9 OTHER INFORMATION/ANNOUNCEMENTS

- 9.1 Board Member Message: Employee of the Month, Golf Tournament highlights, Surgery being opened up, Telemedicine marketing, National Health Services approval, Farmers Market at the Pit River Lodge.

10 ADJOURNMENT: 2:45 PM

Next Meeting September 27, 2023

I, Abe Hathaway, 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 Healthcare District

Abe Hathaway
Board Member

Jessica DeCorto
Board Clerk