

Chief Executive Officer  
Ryan Harris



Board of Directors  
Abe Hathaway, President  
Jeanne Utterback, Vice President  
Tami Humphry, Treasurer  
Lester Cufaude, Director  
James Ferguson, Director

Board of Directors  
Regular Meeting  
Minutes

April 24, 2024 – 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.*

**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  
Tami Humphry, Treasurer  
Lester Cufaude, Director – on the phone for medical reasons

**ABSENT:**

Jim Ferguson, Director

**STAFF PRESENT:**

Ryan Harris, CEO  
Travis Lakey, CFO  
Theresa Overton, CNO  
Valerie Lakey, CPRO  
Keith Earnest, CCO  
Libby Mee, CHRO  
Dana Hauge, Safety Officer  
Harold Swartz, Radiology  
Susan Garcia, FR Dietary  
Jen Taylor, Burney Dietary  
Jessica DeCoito, Board Clerk

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

- Romy Saraquse: submitted online form to speak. Was not available during the meeting for further public comment.
- Bob May, Burney Fire District Chief: Community Center event held a couple of weeks ago. Occupancy of building for proper occupancy and fire inspection needs to be worked out. We need to work together and not be bad mouthed by staff for following the law.

**3 APPROVAL OF MINUTES**

3.1 A motion/second carried; Board of Directors accepted the minutes of March 24, 2024  
*Cufaude, Utterback* *Approved by All Cufaude - Y*

**4 DEPARTMENT/OPERATIONS REPORTS/RECOGNITIONS**

4.1 A motion/second carried; Rowan Dietle was recognized as March Employee of the Month. Resolution 2024-06. Rowan has been an amazing member of the team, working diligently on her long list of to do's for the marketing of this district. She has made some amazing marketing flyers and documents for our services and continues to provide outstanding work. She always has a smile on her face and willing to help out wherever help is needed. Thank you, Rowan for your dedication and smiling face!  
*Utterback, Humphry* *Approved by All Cufaude - Y*

4.4 Safety Quarterly: Director Utterback passed along thanks for the "Every 15 Minutes Program" that MMHD and Dana put into the program. Attending a cyber security training tomorrow with IT manager with region. It's going to be very interesting and enlightening. Great work so far on the ACHC work.

4.3	Lab: clarification on the goals was provided. There was some confusion about what to submit. Sophia will present at next month's meeting with her specific goals.		
4.4	Radiology: One study away from completing CT certification.		
4.5	Food & Nutrition Services: Provided some fun things for our staff to show them how much we appreciate them – goodies, food, bowling, etc. Building morale and approving better communication with the team. Received CDM certification – re-oriented and learned some new things. Attending a conference in Reno to network and learn about food & nutrition service professionals.		
<b>5</b>	<b>BOARD COMMITTEES</b>		
5.1	<b>Finance Committee</b>		
5.1.1	<b>Committee Report:</b> AR is up without receiving SNF payments – Partnership has changed their billing program and caused some backlog. A Swing Bed claim has been submitted and we should receive that money by May 10 <sup>th</sup> . Access into DDE has been regranted after their cyber breach. Without these issues, Cerner's transition looks good. Rate increase of 6.5% with 1% increase in the years to come.		
5.1.2	<b>March 2024 Financials:</b> motion moved, seconded and carried to approve financials.	<i>Utterback, Cufaude</i>	<i>Approved by All Cufaude - Y</i>
5.2	<b>Strategic Planning Committee Chair Utterback:</b> No Meeting held in March		
5.3	<b>Quality Committee:</b> Met on Monday, April 22 <sup>nd</sup> . Discussion on the QIP Measures PY6. Unfortunately, we won't meet this mark due to multiple factors but one major one being not enough patients. We have met up and picked a list of measures we can meet and have buy in from providers and clinic staff to help monitor this. We have a mobile mammography unit coming in for the health fair and we will making sure our patients know of this service that also helps us work towards meeting measure requirements. I2i is a module in Cerner that scrubs our data for us, and we can see this data, analyze in real time to make adjustments in processes, to then help meet our measures for QIP payments.		
<b>6</b>	<b>NEW BUSINESS</b>		
6.1	<b>Policy &amp; Procedures Summary 4-1-2024</b>	<i>Cufaude, Humphry</i>	<i>Approved by All Cufaude - Y</i>
6.2	<b>Policy &amp; Procedures:</b> Medical Staff Bylaws: Article 10 Medical Staff Rules: Rule 1 Alkaline Phosphatase Automated LDL Cholesterol Core Privileges General Surgery Dental Care, Swing Bed Decontamination & Sterilization Discharge Planning Discharge Planning – Patient Choice Emergency Operations Plan 2024 Emergency Operations Plan – Communications Plan Emergency Operations Plan – Crisis Communication Employee Health Program Employee Health Program Appendix 1 Workers Compensation – Employee Injury Employee Injury Packet & Instructions Evacuation & Shelter in Place Plan Fatality Management – Mortuary Services High-Level Disinfection Immediate Use Steam Sterilization Invoking the 1135 Waiver Lockdown Procedures in an Emergency Plan Multi-Disciplinary Plan of Care	<i>Cufaude, Utterback</i>	<i>Approved by All Cufaude - Y</i>

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Operating room Cleaning and Terminal Cleaning  
 Patient Care Plan – Interdisciplinary Guidelines  
 Patient Rights, Acute & Swing  
 Patient Rights Form – English & Spanish  
 Preparing, Assembling, Wrapping and the Distribution of Sterile Equipment  
 Restraint Log  
 Physical Restraint Record Form MMH250  
 Restraint Log MMH578  
 Security – Emergency Management Policy  
 Staff & Patient Tracking During an Emergency Situation  
 Swing Bed Patient Care Plan Multi-Disciplinary Guidelines  
 Swing Bed Social Services  
 Volunteers – Assigning Disaster Responsibilities to Volunteers

6.3 **ACHC Board Bylaws - Workshop** – Board Clerk to send out a date and time option for board workshop

**7 ADMINISTRATIVE REPORTS**

7.1 **Chief's Reports: written reports provided in packet**

- 7.1.1 **CFO:** New chart in the finance notes that looks at ER data.
- 7.1.2 **CHRO:** Ashley is at the Career Fair in Klamath interacting with some Physical Therapists! Offer out with an NP to hopefully join our hospitalist rotation. Current number of applications for the open roles in HR is at 20. Enterprise Rent a Car would like to work with MMHD on a ride share program – another benefit for our employees that we are researching.
- 7.1.3 **CPRO:** 1423 – Dahle: not great for MMHD. In committee today. It's ok for MMHD with the "opt-in" language. Seismic bill has had some updates with deleted language and further extensions through 2033 – Unions are not in favor but there is a lot of support from hospitals. TCCN – continue to work with the county and fire departments on what the proper occupancy for TCCN to hold a children's program will be. An Architect has been hired to do proper drawings and plans for getting the correct occupancy in the building for all of our programs.
- 7.1.4 **CCO:** Physical Therapy numbers are trending in the right direction. We are still looking for an additional physical therapist. Mtn. Valley's is excited for our Radiology Manager to be CT Certified.
- 7.1.5 **CNO:** Nursing is busy with lots of projects going on. Cerner LTC go live on May 13<sup>th</sup>. Lippincott is helping us with training/education. Ambulance department is fully staffed. We are working out the logistics with Modoc Medical Center to utilize open spaces in their CNA program for our students.
- 7.1.6 **CEO:** Regional CEO meeting with Seneca, Modoc, Plumas, Surprise Valley, Eastern Plumas – looking to revive this partnership and collaboration, with a meeting planned in July. FY24 Priorities: turnover rate goal was less than 17.52% and that has been met with adjusted or unadjusted figures. ACHC Accreditation: we will probably not meet this deadline however, it is allowing us to address patient care and satisfaction, which is our biggest priority. As a group, we collectively feel that even if we take the whole calendar year to prepare for the application, our group wants to continue to work towards this accreditation for the accountability, visibility and overall quality patient care this process is providing us. We are meeting the Finance priority. We will not meet the priority for clinic visits.  
**FY25 Priorities:** submitted in the written report. Board supports the priorities. Hospital week is coming up and we are very excited for each activity planned on each day.

**8 OTHER INFORMATION/ANNOUNCEMENTS**

- 8.1 Board Member Message: Employee of the Month, Upcoming Events: Health Fair & Golf Tourney, Hospital Week. Scholarships are open – submit by May 3<sup>rd</sup>. Surgery continues.
- 8.2 Board Governance Tool Kit – Tour the hospital and annex.

**9 MOVE INTO CLOSED SESSION**

9.1	<b>Hearing (Health and Safety Code § 32155) – Medical Staff Credentials</b>  Staff Status Change:	<b>Approved by</b> <b>All</b> <b>Cufuade - Y</b>
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Chuck Colas, DO – to Inactive  
Saif Siddiqui, MD – to Inactive  
Tikoos Blankenberg, MD – to Inactive  
Frederic Jones, PhD – to Inactive

AHP Appointment:  
Lewis Furber, NP (Pit River)

Medical Staff Appointment:  
Dale Syverson, MD – General Surgery  
Charles Westin, MD – Radiology  
Alexander Vogel, MD – Radiology  
Sanford Smoot, MD – Radiology  
Masood Siddiqui, DO – Radiology  
Shree Shah, MD – Radiology  
Dishant Shah, MD – Radiology  
Faranak Sadri-Tafazoli, MD – Radiology  
Avez Rizvi, MD – Radiology  
William Randazzo, MD – Radiology  
Teppe Popovich, MD – Radiology  
William Phillips, MD – Radiology  
Benjamin Park, DO – Radiology  
Ellen Johnson, MD – Radiology  
Miriam Hulkower, MD – Radiology  
James Haug, DO – Radiology  
Mark Harshany, MD – Radiology  
Jeffrey Grossman, MD – Radiology  
Kenneth Edgar, MD – Radiology  
Lillian Cavin, MD – Radiology  
Courtney Carter, MD – Radiology  
Dennis Burton, MD – Radiology  
James Brull, DO – Radiology  
John Boardman, MD – Radiology  
Michael Bevern, MD – Radiology  
Robert Berger, MD – Radiology  
Troy Belle, MD – Radiology  
David Bass, MD – Radiology  
Daniel Baker, MD – Radiology  
Asif Anwar, MD – Radiology  
John Anderson, DO – Radiology  
Sandeep Amesur, MD – Radiology  
Batook Hussain, MD (UCD) - Neurology

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10 RECONVENE OPEN SESSION

11 ADJOURNMENT: 4:04 PM

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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  
Jessica DeCaro, Board Clerk Abe Hathaway

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Board Member

Board Clerk

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