

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
July 31, 2024 – 1:00 pm
FR 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 1:01 PM on the above date.

BOARD MEMBERS PRESENT:
Abe Hathaway, President
Jeanne Utterback, Vice President
Tami Humphry, Treasurer
Jim Ferguson, Director
Lester Cufaude, Director
ABSENT:

STAFF PRESENT:
Ryan Harris, CEO
Travis Lakey, CFO
Theresa Overton, CNO
Valerie Lakey, CPRO
Keith Earnest, CCO
Libby Mee, CHRO
Joey Marchy, Housing Manager
Sherry Yochum, Environmental Services Manager
Dana Hauge, Safety Officer
Ashley Nelson, Interim Board Clerk
Jessica DeCoito, Board Clerk

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

3 APPROVAL OF MINUTES

3.1 A motion/second carried; Board of Directors accepted the minutes of June 26, 2024 **Utterback, Humphry** **Approved by All**

4 DEPARTMENT/OPERATIONS REPORTS/RECOGNITIONS

4.1 Resolution 2024.11 –June Employee of the Month
Melinda Reynoso is out sick, but her plaque will be delivered the Burney SNF. **Humphry, Cufaude** **Approved by All**

4.2 Surgery: Theresa Overton reported for Surgery Manager, Leanne Melang. Surgery is currently running and scheduled for 3 days per week. A current staff member has completed their Scrub Tech Program and will complete their state test soon.

4.3 Outpatient Medical: Michelle Peterson reviewed Attachment D in the board packet- including 23/24 department goals.

4.4 Safety Quarterly: Dana Hauge reviewed Attachment E the safety drills performed and department goals in the 23/24 fiscal year.

4.5 Environmental Services: Sherry Yochum reviewed Attachment F, regarding the 23/24 department goals. She also reported on the EVS Conference she attended in Arizona- regarding new safety protocols and laundry programs.

5 BOARD COMMITTEES

5.1 Finance Committee

5.1.1 **Committee Report:** Tami Humphry updated the Board regarding the Finance meeting- including the AR days.

5.1.2 **Interim June 2024 Financials:** Approval was tabled until next month.

5.1.3	Line of Credit: Requirement from BETA, with an annual fee. Motion moved, seconded and carried.	<i>Utterback, Ferguson</i>	<i>Approved by All</i>
5.1.4	New Account at Plumas Bank: For Safety and Security reasons, a new bank account was proposed. Ryan Harris and Travis Lakey will be signers and openers are both the Plumas Bank and Cornerstone Bank accounts. Motion moved, seconded and carried.	<i>Humphry, Cufaude</i>	<i>Approved by All</i>
5.1.5	New Account at Cornerstone Bank: For Safety and Security reasons, a new bank account was proposed. Ryan Harris and Travis Lakey will be signers and openers are both the Plumas Bank and Cornerstone Bank accounts. Motion moved, seconded and carried.	<i>Utterback, Ferguson</i>	<i>Approved by All</i>
5.1.6	Capital Expenditure Plan: All MMHD depts were outlined in the Capital Expenditure Plan.	<i>Humphry, Utterback</i>	<i>Approved by All</i>
5.1.7	Pit River Lodge Well: Joey Marchy reviewed Attachment K, regarding quotes to dig a new well at the Lodge. H2O Pro will conduct a site visit and test drill first. However, it will be publicly advertised for bid soon and completion will hopefully take place next Spring. Motion moved, seconded and carried to continue the process of fixing the well.	<i>Cufaude, Utterback</i>	<i>Approved by All</i>
5.2	Quality Committee:		
5.2.1	July Quality Meeting Committee Report: Les reported that old business was reviewed. Ryan reported that the deadline for the ACHC accreditation application moved to October. As of right now, MMHD is the only ambulance coverage for the entire Intermountain Community- roughly 6 ½ days so far. The Rural Health Clinic received a plan of corrections. 9X Med Remote Patient Monitoring is a telehealth platform that would handle billing, monitoring, and patient experience. Environmental Care Rounding will be conducted by the ELT and various managers- in preparation of the ACHC accreditation. Quality Committee Meeting is being changed to the week of the Regular Board Meeting.		
6	OLD BUSINESS		
6.1	Master Planning Update: Proposed changes and budget will come back to the Board next month.	<i>Humphry, Utterback</i>	<i>Approved by All.</i>
6.2	MMHD Board By-Laws Update: ACHC has approved the draft Bylaws and they are now being approved by Legal.		
7	NEW BUSINESS		
7.1	New Employee Handbook: Motion moved, seconded and carried.	<i>Humphry, Cufaude</i>	<i>Approved by All</i>
8	ADMINISTRATIVE REPORTS		
8.1	Chief's Reports: written reports provided in packet		
8.1.1	CFO: A travelling Physical Therapist is coming aboard, to assist with PT numbers. Ryan will bring updated wait times and back logs to the next meeting.		
8.1.2	CHRO: Libby Mee reviewed a potential outsourced CNA program- SISU. Additionally, current students are being supported and a CNA Program waiver has been applied for.		
8.1.3	CPRO: Val Lakey reviewed the submitted review- including updates on legislative policies, grant opportunities and a new pilot program.		
8.1.4	CCO: Report was submitted.		

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: Theresa Overton reported on submitted report- including active Covid cases, Ambulance was repaired, updated LVN vs. RN staffing in Skilled Nursing.

8.1.6 CEO: Ryan updated that Cerner in Skilled Nursing will not be used and Point Click Care will be continued. Clinic Director interviews are set. Proposed a change and update to the current Board packets, based on what surrounding rural hospitals are practicing- including a short version of accomplishing, update on their depts, need to know, struggling with.

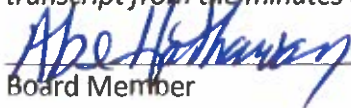
9 OTHER INFORMATION/ANNOUNCEMENTS

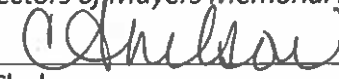
9.1 Board Member Message: Employee of the Month, Surgery is doing well, PT can see more patients, Community supporting our pharmacy- thank you!, Mayers will have a booth and the mobile clinic at the Fair, Denim and Diamond dates with car tickets, TCCN calendar of events and new website.

9.2 Board Governance Tool Kit: Board Self Assessments will be pushed to next month.

10 ADJOURNMENT: 4 :00 PM

I, _____, Board of Directors _____, 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


Board Member


Board Clerk