

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
December 4, 2024 @ 1:00 PM
Mayers Memorial Healthcare District
Fall River Boardroom
43563 HWY 299 E
Fall River Mills, CA 96028

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.

BOARD MEMBERS PRESENT:

Abe Hathaway, President
Jeanne Utterback, Vice President
Tami Humphry, Treasurer
Jim Ferguson, Director
Lester Cufaude, Director

ABSENT:

Keith Earnest, CCO

STAFF PRESENT:

Ryan Harris, CEO
Travis Lakey, CFO
Valerie Lakey, CPRO
Libby Mee, CHRO
Theresa Overton, CNO
Jack Hathaway, Director of Quality
Jessica DeCoito, Director of Operations
Ashley Nelson, Board Clerk
Kevin Davie, Director of Ancillary Services
Michele King, Mayers Foundation Director
Lindsey Crum, Hospice Manager
Brigid Doyle, Clinical Educator

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

3 APPROVAL OF MINUTES

3.1 A motion made and carried; Board of Directors accepted the minutes of October 29, 2024. *Humphry, Ferguson* **Approved by All**

4 DEPARTMENT/OPERATIONS REPORTS/RECOGNITIONS

4.1 Hospice Quarterly:

Lindsey submitted her report- staffing should be complete once a new RN comes on board.

4.2 Mayers Foundation Quarterly:

Michele submitted her report- Fall is a very busy time for the Foundation. Top projects include the annual Community Impact Report mailed out (cost of \$4,000 savings compared to last year, from processing the mailers in house) in the whole district, North State Giving Tuesday (\$21,000 total), Denim and Diamonds event with the new car raffle and tickets are sold at multiple locations in Fall River.

4.3 Clinical Education:

Brigid submitted her report- Added the Lippincott platform for staff/registry education to implement ACHC education standards. All staff that require BLS, CPR and PALS certifications are 100% compliant, as of today. CNA training is underway and continuing, despite the halt of the CNA program.

5 BOARD COMMITTEES

5.1 Finance Committee

5.1.1 Committee Report:

Tami reported that the AR went down half a percent and Travis is working on proposals with 2 different firms to assist us with Cerner issues. Registry costs have decreased \$600,00 in the last year. It was moved to bring both the IGTE proposal and Defibrillator proposal to the full board.

5.1.2	October 2024 Financial Review Motion moved, seconded and approved.	<i>Hathaway, Utterback</i>	<i>Approved by All</i>
5.2	Quality Committee		
5.2.1	December Quality Meeting Committee Report: Les reported the update with the QIP reports and that the data is readily available in Teams for all board members. Jack reported we are focusing on flu shot measures and Clinic data. Reports can be run at the end of Dec for all 2024 data needed, to compare to past years.		
6	NEW BUSINESS		
6.1	Cerner Ticketing Process: Travis reported that a test file was done yesterday, and the results will be ready today regarding bad debt. He will follow up next month.		
6.2	Ignite the Patient Experience Proposal: Ryan explained that some tools from the event are already being implemented. All staff supports moving forward with the ITPE program to improve our patient experience. Theresa shared her personal experience at the event. Jeanne shared her personal experience at the event. Abe shared his personal experience at the event. The 3-year ITPE proposal of \$133,000 was approved and will be implemented in the Strategic Plan for future years.	<i>Utterback, Ferguson</i>	<i>Approved by All</i>
6.3	Moving Feb BOD Meeting-ELT conference conflict: Feb 2025 is confirmed for the 19 th . Approved, with the Dec meeting note.	<i>Humphry, Utterback</i>	<i>Approved by All</i>
6.4	Annual Organizational Process		<i>Approved by All</i>
	6.4.1 Board Calendar: Dec 2025 meetings proposed moving to the 10 th . Quality meeting is confirmed for 9:30 am. 2025 Board Calendar was approved.		
	6.4.2 Officers and Committees: Les Cufaude is nominated as the Board Secretary.	<i>Humphry, Utterback</i>	<i>Approved by All</i>
6.5	Assign Ad Hoc Nominating Committee: Discussed at previous board meeting.		
6.6	Policies and Procedures: Clean, In-use, Dirty Identification Process Emergency Operations Decontamination Plan Fecal Smear for Leukocytes Food & Nutrition in a Disaster Plan Handling of Soiled Linens at Point of Care Emergency Operations Plan Incident Command System (ICS) Nutritional Care Scope of Services – Clinic Services	<i>Cufaude, Humphrey</i>	<i>Approved by All</i>
6.7	Employee of the Month Action Item: Ashley Nelson was awarded the October 2024 Employee of the Month.		
6.8	Defibrillators Proposal: Theresa explained her proposal.	<i>Ferguson, Humphry</i>	<i>Approved by All</i>

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.

The Zoll proposal of \$298,696 was approved.

7 ADMINISTRATIVE REPORTS

7.1 Chief's Reports: written reports provided in packet

- 7.1.1 **DOO:** Jessica submitted her report. She expanded that the Solar project update: PG&E is on site to survey. Two HVAC failures in the last 2 weeks but will hopefully be repaired by Friday. The Clinic drawings are still with the County.
 - 7.1.2 **CFO:** Travis explained that the bad debt survey came back successful. He further explained how the latest Hospital Advisory Committee meeting went.
 - 7.1.3 **CHRO:** Libby submitted her report. She expanded there are not any new labor laws for 2025.
 - 7.1.4 **CHRO/CPRO:** Val and Libby submitted their report regarding the update for the Patient Experience project. Val explained that apart from the ITPE event, 25 people attended a meeting to review the current MMHD referral process. In this meeting, 770 referrals were discovered to be sitting in a que and they are now being processed. Val is also receiving survey data regarding the Clinic and ED. Luma, a new communication platform, will make the patient communication portion much smoother.
 - 7.15 **CPRO:** Val submitted her report. She explained that she can track keywords regarding new bills moving forward. She will be putting in for a few more grants- including an Opioid grant. TCCN building renovations are underway and Phase 3 will then commence but it is still held up at the Fire District level. The Thrift Store is closed this week due to a leak in the roof- no visible problems, other than wet insulation that was replaced. The NSGT goal for 2024 was \$20,000 and the Foundation reached \$21,000.
 - 7.1.6 **CCO:** Keith submitted his report. Travis explained the difference between 340B program and Employee- only 340B Program. Kevin explained that the IV production will be up to 100% by the end of 2024. Physical Therapy wait-time is down to 1 week. Echocardiograms are possibly being added.
 - 7.1.7 **CNO:** Theresa submitted her report. She explained that Infection Prevention is working with a "Secret Shopper" program to survey them IP in our facility. Various hand sanitizer and hand washing systems are being reviewed for purchase. The interim Director of Skilled Nursing is implementing a Resident Family Council for Resident families. Outpatient Surgery is 3 days per month with scope procedures- referrals are not backlogged at all. The Acute dept is fully staffed and the ED dept should be fully staffed by March.
 - 7.1.8 **CEO:** Ryan submitted his report. He explained that the ACHC application has been submitted and approved. Expanding SNF into Station 1 will be brought to the Strategic Planning committee- possibly adding 8 private rooms into SNF. He will meeting with an IT entity.
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8 OTHER INFORMATION/ANNOUNCEMENTS

- Board Member Message: Employee of the Month, NSGT donors, annual appeal, Denim and Diamonds with ticket locations, TCCN events, end of year lab campaign, promoting surveys, wish Happy Holidays to the whole district, volunteers and staff.
- 8.1
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First 5 chapters of the new Board member book is assigned for next meeting.

- 9 Adjournment:** 3:21 pm. Next Meeting is January 29, 2024 in Burney.
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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

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