

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
May 22, 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 1:00 PM on the above date.

BOARD MEMBERS PRESENT: Abe Hathaway, President Jeanne Utterback, Vice President Tami Humphry, Treasurer Jim Ferguson, Director Lester Cufaude, Director	STAFF PRESENT: Ryan Harris, CEO Travis Lakey, CFO Theresa Overton, CNO Valerie Lakey, CPRO Keith Earnest, CCO Sophia Rosal, Lab Manager Bridget Bernier, ED Manager Moriah Padilla, DON Acute Jessica DeCoito, Board Clerk
ABSENT:	

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 April 24, 2024	<i>Utterback, Humphry</i>	<i>Approved by All</i>
4 DEPARTMENT/OPERATIONS REPORTS/RECOGNITIONS		
4.1 A motion/second carried; Karen Mayer was recognized as April Employee of the Month. Resolution 2024-07. Karen consistently goes above and beyond in her role to ensure that our vendors are paid promptly, allowing the hospital to operate smoothly. She is a true unsung hero without our organization, as her hard work often goes unnoticed by many. Karen is always willing to go the extra mile to help her colleagues, even when faced with last-minute challenges. Her dedication and positive attitude are truly admirable, and she deserved to be recognized for her outstanding contributions to our team.	<i>Humphry, Cufaude</i>	<i>Approved by All Cufaude - Y</i>
4.4 Mayers Healthcare Foundation Quarterly Report: written report submitted. spent the morning with the accountant to prepare the books for tax filing. Golf Tournament sponsorship information will go out soon, so keep your eye out for that. Health Fair information is out and book your calendars for June 22 nd – sports physical and mammograms will also be there. Exciting news to share is our 2 nd Annual Hospice Gala on January 25 th with a chance to win a 1969 Chevy Corvette.		
4.3 Acute: written report submitted. A review of strategic priorities was provided. A steep learning curve for our nursing team and providers to adapt the workflow on providing the correct charge codes to each encounter and service. But with time, the team has been able to work through issues.		
4.4 Emergency Department: written report submitted. Review of strategic priorities. Instead of a 5% decrease, we were able to get to 14% decrease in missed or late charges. Solutions included frequently used charges for the ED team to use for the services and encounters we see in the ED.		

- 4.5 Lab: written report submitted. Media Lab is a software platform that we use in the lab to help us with meeting our CLIA lab certifications and inspections. Within that platform, we have our policies, competencies, etc. and makes our inspection/survey process much smoother. Sophia has been very busy with creating and implementing policies for the lab.

5 BOARD COMMITTEES

5.1 Finance Committee

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| 5.1.1 | Committee Report: Cash on hand is 250 days. Danielle Olson with the Business Office reported that we have received the LTC payments and awaits the swing bed encounter. Kristi Shultz with Retail Pharmacy provided a report on 340B. We heard from Jack Hathaway on the i2i Population Health program that will be reported on later and brought back to June's meeting. | | |
| 5.1.2 | April 2024 Financials: motion moved, seconded and carried to approve financials. | <i>Humphry,
Utterback</i> | <i>Approved by
All</i> |
| 5.1.3 | Board Quarterly Finance Review: Motion moved, seconded and carried | <i>Humphry,
Cufaude</i> | <i>Approved by
All</i> |
| 5.1.4 | I2i Population Health Cost Benefit Analysis: information will be brought to the June Board meeting. | | <i>No Action
Taken</i> |
| 5.1.5 | FY25 Leadership Program: two proposals brought forward that provide two different types of leadership education. Proposal one would have Jen Miley come onsite quarterly and provide multiple days of in person and one on one education. Proposal two with HLI is a yearlong program that provides monthly, virtual classes to 15 members of our leadership team. The total for both proposals is \$70,250 (plus travel). | <i>Utterback,
Ferguson</i> | <i>Approved by
All</i> |

- 5.2 **Strategic Planning Committee Chair Utterback:** No Meeting held in May. June 25th, time to be determined.

- 5.3 **Quality Committee Report:** Discussion on the SNF Survey and how the plan of corrections will be put together. And a brief discussion took place on i2i.

6 NEW BUSINESS

6.1 Policy & Procedures:

Page #	Policy Name		
1-7	Abuse, Neglect, Exploitation and Misappropriation of Property		
8-10	Albumin		
11-15	Autoclave Control Testing and Maintenance		
16-17	Communication-News Media Process Plan		
18-19	Disruption of Services; Fire and Disaster Health Records-SNF		
20-23	Emergency and Critical Incident Plan		
24-29	Evaluating Quality Control		
30-50	Fire Safety Management Plan		
51-60	Heat Illness		
61-68	Hemoglobin A1C Assay		
69-72	Hospice Patients Bill of Rights - Informed Consent MMH686	<i>Utterback, Humphry</i>	<i>Approved by All</i>
73-76	Imaging Contrast Policy		
77-78	Infant Security		
79-85	Infection Prevention Program Plan - LTC		
86-124	Isolation Precautions		
125	Notice to Patients MMH754		
126	Requirements for Transmission-Based Isolation Precautions MMH758		
127-130	Safety Emergency and Environment of Care Committee		
131-140	Safety Management Plan		
141	Shigella Process		
142-144	Sliding Fee Discount Program		
145-151	Slips, Trips and Falls Program		
152-154	Swing Bed Patient Rights		
155-157	Surgical Scope of Services		

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.

Hemoglobin – arrow goes through hemoglobin (page 2 of 8)
 Isolation Precautions – (page 2 of 35): Hand Hygiene “Prior to patient contact (even if gloves are worn” remove? Page number needs to be fixed
 Safety Management Plan – define the frequencies of regular reports (page 2 of 6)

Approved above policies with amendments noted above. Policies not approved are noted with line strike through.

6.2	Community Needs Health Assessment: Previous assessment conducted in 2022 and information found is included in the packet as an attachment. Health issues identified: mental health, substance abuse, and chronic disease management. Staff will develop plans to work on programs focused on mental health and chronic disease management, while researching pathways and education for substance abuse programs.		
6.3	Board Member Elections: Resolution Calling for Election & Specification of the Election Order – Resolution 2024-08 Motion moved, seconded and approved	Cufaude, Utterback	Approved by All

7 ADMINISTRATIVE REPORTS

7.1	Chief’s Reports: written reports provided in packet		
7.1.1	CFO: Ambulance runs are up because we are picking up extra runs from both Burney and Adin. HQAF payments should role in soon, which will bump up our cash on hand.		
7.1.2	CHRO: We have 50 applications on the dashboard for our current openings. In 2027 we will have new regulations that will require us to have RNs on staff and on the floor. We have received 5 applications for our summer internship program. Healthcare Minimum Wage Regulation update came out that would extend the deadline. Regardless, we will move forward and just make the minimum wage increase happen now.		
7.1.3	CPRO: SB 525 – extended through July 1. SB 1423 – Cost Reimbursement, is projected to die. SB 1432 – seismic bill, should get through senate this week, looking like it will be passed. Clinic event today for Women’s Health, passed out a booklet broken out by decades and what health concerns should be during each decade. Employee Giving – thank you to our employees who participate. Letter of Opinion received from architects that we should be able to inspect the building as permitted. A request to have another inspection has been sent to the Fire Chief. The scope of work for the TCCN Children’s Program is expected to be done by the architects on June 10 th with minimal updates needing to be made.		
7.1.4	CCO: We will be reviewing a new PACS system for radiology. This program will allow us to move our images across to providers much easier than through a CD or flash drive. We are interviewing a physical therapist and retail pharmacist, so keep your fingers crossed.		
7.1.5	CNO: CDPH was onsite today for two self-reports in FR and will head to Burney tomorrow for additional self-reports.		
7.1.6	CEO: First Farmers Market was down at the lodge on Friday, May 17 th , with a great turnout. He was able to get more vendors signed up that day and will have more markets planned for June, July and August. We have received one CMO application and are excited for this one application to interview. We did have our SNF and Fire Life Safety survey with one big tag, but mostly minor tags. Kudos to our team for their hard work on the surveys. Review of FR Clinic space was provided based on drawings in packet.		

8 OTHER INFORMATION/ANNOUNCEMENTS

8.1	Board Member Message: Employee of the Month, Health Fair information, Golf Tournament, Gala Date, RHC can see kids, upcoming MTCCN events, Guide to women’s health booklet, and next Farmers Market		
8.2	Board Governance Tool Kit – Board Orientation. Board Clerk and CEO to develop an orientation that includes tours of both facilities.		

9 MOVE INTO CLOSED SESSION: 4:05 pm

9.1	Conference with Legal Counsel regarding pending litigation (§ 54956.9)	Discussion
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10 RECONVENE OPEN SESSION: 4:25 pm

11 ADJOURNMENT: 4:25 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

Abe Hathaway
Board Member

Jessica DeCort
Board Clerk

