

Chief Executive Officer
Louis Ward, MHA



Mayers Memorial Hospital District

Board of Directors
Beatriz Vasquez, PhD, President
Abe Hathaway, Vice President
Laura Beyer, Secretary
Allen Albaugh, Treasurer
Jeanne Utterback, Director

Board of Directors
Regular Meeting
Minutes

September 30, 2020 – 1:00 pm
Teleconference Call – FULLY Remote

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.

1 CALL MEETING TO ORDER: Beatriz Vasquez called the regular meeting to order at 1:01 pm on the above date.

BOARD MEMBERS PRESENT:

Beatriz Vasquez, President
Laura Beyer, Secretary
Jeanne Utterback

ABSENT:

Allen Albaugh, Treasurer

STAFF PRESENT:

Louis Ward, CEO
Travis Lakey, CFO
Ryan Harris, COO
Keith Earnest, CCO
Candy Vculek, CNO
Theresa Overton, DON Acute
Val Lakey, Executive Director of Community Relations & Business Development
Jessica DeCoito, Board Clerk

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

3 APPROVAL OF MINUTES

3.1 A motion/second carried; Board of Directors accepted the minutes of August 26, 2020. *Utterback, Beyer* *Beyer – Y
Hathaway – Y
Utterback – Y
Vasquez – Y*

4 DEPARTMENT/OPERATIONS REPORTS/RECOGNITIONS: WRITTEN REPORTS SUBMITTED

4.1 A motion/second carried; James Newton was recognized as August Employee of the Month. Resolution 2020-15 *Utterback, Beyer* *Beyer – Y
Hathaway – Y
Utterback – Y
Vasquez – Y*

4.2 **Director of Nursing - Acute:** Very exciting to have our own employees and not needing to use Registry staff is a huge accomplishment. Our team is picking up extra shifts and working extra hours, and we are very thankful for the great team we have on the floor.

4.3 **Director of Quality:** Very thorough report. Prime metrics have been completed and turned in – all metrics have been met.

5 BOARD COMMITTEES

5.1 Finance Committee

5.1.1 **Committee Meeting Report:** Discussion about CARES Acts occurred – still many unknowns.

5.1.2 **August 2020 Financials:** reviewed the financials, AP & AR. Motion to approve the financials was moved, seconded and approved. *Hathaway, Utterback* *Beyer – Y
Hathaway – Y
Utterback – Y
Vasquez – Y*

5.1.3 **401 K Investment Manager Change – Resolution 2020-16:** Recommendation from MMHD Staff to move our manager duties to Raymond James, which will provide a much more effective investment process for the staff of MMHD. This will preserve the 3% fixed account, profiles will be mapped and risks will stay the same. Reduces liability, reduces cost and increases the oversight on the plan. *Utterback, Hathaway* *Beyer – Y
Hathaway – Y
Utterback – Y
Vasquez – Y*

Recommendation from Finance Committee is to approve the transition. Motion to approve the transition was moved, seconded and approved.

5.2	Strategic Planning Committee Member Vasquez		
5.2.1	Committee Meeting Report: lots of conversations will take place regarding the Facility Master Plans. Discussion took place with options that are being researched and discussed. Continue to bring the conversation up to continue exploring every avenue and option. COO to report at next Board Meeting with more details. An education campaign is planned for January with regards to the 1953 Building Demo Project.		
5.3	Quality Committee Chair Beyer		
5.3.1	Committee Meeting Report: no additional comments or questions.		
6	NEW BUSINESS		
6.1	Policy & Procedure Approval:	<i>Utterback, Hathaway</i>	<i>Beyer – Y</i>
	1. Sanitizing Barrier Isolator during COVID-19		<i>Hathaway – Y</i> <i>Utterback – Y</i> <i>Vasquez – Y</i>
6.2	Board By Laws Review Process: recommendation to send off to outside organization for review and update on any special district laws. Return back with update for second reading at October Regular Board meeting with ideas for meeting dates and times.		
6.3	Board Assessment Process: Recommended from Strategic Planning Committee to proceed with process as used in 2019. Motion to approve the process for the 2020 Board Assessment mirror the 2019 Board Assessment Process, was moved seconded and approved.	<i>Beyer, Hathaway</i>	<i>Beyer – Y</i> <i>Hathaway – Y</i> <i>Utterback – Y</i> <i>Vasquez – Y</i>
7	ADMINISTRATIVE REPORTS		
7.1	ED of Community Relations and Business Development: AB 890 was signed by Governor Newsom. Anxiously waiting to see what happens with the PPE bill.		
7.2	Chief's Reports: written reports submitted.		
8.2.1	CFO: Retail Pharmacy update on prescriptions. Audit started out virtual and off campus. CARES Act funds still have a lot of unknowns.		
8.2.2	CCO: Flu shots start October 1 st at the Retail Pharmacy – we are very excited to start this NEW service. Finding solutions for Spanish speaking translation issues as they arise in both PT and Telemedicine, and the translation service has been very helpful.		
8.2.3	CNO: Staffing: challenge with CNAs and working through it. Our first class has graduated and we will get 4 CNAs on the team. Next class has 6 students and we hope to gain those students after their classes end. New positions have been added for both facilities. And some staffing changes have occurred to help at NOC shift. Clear guidelines for visitation with SNF residents and family members. Those interested in visitation with SNF residents should contact MMHD Social Services team for more information.		
8.2.4	COO: Clinic project: finish the rough work and start closing up with drywall work. And then move into finishes. Demo Project review has occurred and meeting to discuss review is scheduled. Helipad plan is still in progress – just waiting on PG&E to remove the poles. Daycare project is underway with working on conditions set by county.		
8.2.5	CEO: a huge increase in positive COVID cases in just 6 days. Employee Meetings helped identify morale issues and keeping team members in good spirits. Discussion about outpatient testing taking place – working on a robust plan. Working through daycare and school guidelines for MMHD Employee families, so that we continue our workflow and provide what our employees need for their families. MMHD has the resources to do testing but putting plans in place is our priority. Very productive discussion with Senator Bryan Dahle and Assembly member Megan Dahle. Thank you to the entire SNF team for working on getting visitation plans put into place for our residents and their families.		
8.3	Construction Change Orders: none		
9	OTHER INFORMATION/ANNOUNCEMENTS:		
	LAFCO – just information since the timing of the notification fell between board meetings.		

BOARD MEMBER MESSAGE: working with Jessica and Val will be Laura. Signing of AB 890, noting that we are working on our Audit, working with the ever changing COVID environment, Clinic update and SNF visitation highlights. Laura to draft and send over to Val and Beatriz for review.

ACHD Meeting: virtual set up worked so well for the entire conference. In attendance were Directors Vasquez and Beyer, CEO Louis Ward and Executive Director of Community Relations and Business Development Val Lakey.

10 ANNOUNCEMENT OF CLOSED SESSION – 3:45 pm

Government Section Code 54962: Medical Staff Credentials

List of Credentials:

1. Joshua Albrektson, MD
2. Michael Allen, MD
3. Dennis Atkinson, MD
4. Steven Cohen, MD
5. Deborah Conway, MD
6. Theresa DeMarco, MD
7. Andre Duerinckx, MD
8. Scott Kerns, MD
9. Nancy Ho-Laumann, MD
10. Marwah Helmy, MD
11. Megan Hellfeld, MD
12. Robert Hansen, MD
13. Robert Filippone, DO
14. Jerome Klein, MD
15. Ernest Kinchen, MD
16. Jennifer Kim, MD
- 10.1 17. Shwan Kim, MD
18. Kingsley Orraca-Tetteh, MD
19. Sergey Shkurovich, MD
20. Brock McDaniel, MD
21. Eric Kraemer, MD
22. Kedar Kulkarni, MD
23. Stephanie Runyan, DO
24. Mark Reckson, MD
25. Farhad Sani, MD
26. Albert Ybasco, MD
27. Mohammad Rajebi, MD
28. Shaden Mohammad, MD
29. Stephen Oljeski, MD
30. Nanci Mercer, MD
31. Stephen Fox, MD
32. David Bissig, MD
33. Ivy Ngyuen, MD

11 RECONVENE OPEN SESSION: 3:55 pm

A motion/second carried; acceptance of all credentials.

Beyer, Utterback

All Approved

12 ADJOURNMENT: 3:55 pm

Next Regular Meeting: October 28, 2020

I, Beatriz Vasquez, 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 Hospital District

Beatriz Vasquez
Board Member

Jessica DeCorto
Board Clerk