

Chief Executive Officer
Louis Ward, MHA



Mayers Memorial Hospital District

Board of Directors
Jeanne Utterback, President
Beatriz Vasquez, PhD, Vice President
Tom Guyn, MD, Secretary
Abe Hathaway, Treasurer
Tami Vestal-Humphry, Director

Board of Directors
Regular Meeting
Minutes
October 27, 2021 – 1:00 pm
Zoom

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: Jeanne Utterback called the regular meeting to order at 1:01 PM on the above date.

BOARD MEMBERS PRESENT:
Jeanne Utterback, President
Beatriz Vasquez, PhD, Vice President
Tom Guyn, MD, Secretary
Abe Hathaway, Treasurer
Tami Vestal-Humphry, Director

STAFF PRESENT:
Louis Ward, CEO
Ryan Harris, COO
Travis Lakey, CFO
Keith Earnest, CCO
Candy Detchon, CNO
Val Lakey, ED of CR & BD
Alexis Cureton, ED

ABSENT:

2 CALL FOR REQUEST FROM THE AUDIENCE - PUBLIC COMMENTS OR TO SPEAK TO AGENDA ITEMS: PUBLIC COMMENT TAKEN BY BOARD MEMBER THAT OUR PHONE SYSTEM IS CUMBERSOME. PLEASE NOTE THAT ALL EMERGENCIES SHOULD GO TO 911 AND NOT THROUGH OUR PHONE SYSTEM.

3 APPROVAL OF MINUTES

3.1 A motion/second carried; Board of Directors accepted the minutes of September 29, 2021. *Guyn/Hathaway* *Approved by All*

4 DEPARTMENT/OPERATIONS REPORTS/RECOGNITIONS

4.1 A motion/second carried; Faith Lyons was recognized as September Employee of the Month. Resolution 2021-18. *Hathaway/Vasquez* *Approved by All*

4.2 Emergency Department – Alexis Cureton Written report was submitted. ED numbers have picked up. Talked about transfers and MHOAC process. Staffing is very costly. 3rd nurse on shift until December 4th

5 BOARD COMMITTEES

5.1 Finance Committee

5.1.1 **Committee Report:** See finance notes. The committee heard reports from HR and SNF. Highlights included increased employment applications, SNF census and staffing. There are beds available at both SNF facilities – we can admit when we are back to Green Status. Anthem and commercial payers are holding out on payments.

5.1.2 **September 2021 Financials** *Hathaway, Humphry* *Approved by All*

5.1.3 **Employee Relief Fund - change for Savings to Checking** *Hathaway/Vasquez* *Approved by All*

5.2 Strategic Planning Committee Chair Vasquez

5.2.1 **Committee Report - No meeting**

5.3 Quality Committee Chair Utterback

5.3.1	Committee Meeting Report – Met on Oct. 13 meeting minutes are attached. A highlight was that all of our PT employees are all employees of the District, not travelers. Proud of hospital staff and help provided through the mandate process. Did not lose any employees – a couple of retirements.		
6	NEW BUSINESS -		
6.1	Policy & Procedure Approval Guyn had comments on the patient no show policy – Discussion on charging fees for no show. Travis Lakey will check into legalities. Pull the No-Show Policy and Medical Emergencies – Table 1 clarifications BRING BACK to next meeting.	<i>Guyn/Hathaway</i>	Approved by All
6.2	Quarterly Policy Summary	<i>Vasquez/Humphry</i>	Approved by All
6.3	District Voucher Policy – Ward and Val Lakey explained the voucher process in which district taxpayers will receive \$100 worth of vouchers annually. Vouchers will be ready to be distributed in December for use in 2022.	<i>Hathaway/Guyn</i>	Approved by All
6.4	Board By-Law Review – Review only – by-laws were updated last year and will be due for approval in 2022. An updated copy will be sent out for review.		
6.5	Board Assessment Process – Use the same process that we have been using – Jess DeCoito will get it sent out in November		
6.6	Nominating Committee – Chair Utterback appointed Vasquez and Hathaway to the nominating committee		
7	ADMINISTRATIVE REPORTS		
7.1	ED of Community Relations & Business Development: Written report was submitted. In addition, Val Lakey reported on the Marketing projects for Primary Care Providers and Employment Opportunities. She also noted that the emergency management department receive a Foundation Grant to update the Ham Radio system.		
7.2	Chief's Reports		
7.2.1	CFO: A written report was submitted. Lakey also answered questions on 401K changes.		
7.2.2	CCO: In addition to report, Earnest reported that we are expecting 5-11 year old vaccine to ship between November 5-12. We have placed an order for 50 doses. We will do Thursday afternoon and all day Friday for child doses. Sign-ups available in MyTurn. Talked about Partnership grant, mono antibodies, Retail Pharmacy – Dispense fee, 340B, Inventory, Purchase of flu vaccine – should be seeing things as a result of 340B Volumes are good at the retail pharmacy. Flu shots – we didn't get all of the high dose we ordered.		
7.2.3	CNO : Written report – Detchon was working the floor		
7.2.4	COO: Written Report – Demo 74% complete will meet Jan. 20 deadline. Project is on budget. OSHPD deadline is in April. Laundry facility – have a little trouble getting all of the supplies. Phase 3 – kitchen and HVAC (Design-Bid-Build) John Morris has started work New clinic manager will begin November 8 Working with SP to be their clinic 850 visits Tommy 6 days a month Heather from 4 to 10 days a month Discussion of provider patient levels, volumes, etc. Tami question on restroom upgrades at daycare – cost. Ryan is still working on the budget.		
7.2.5	CEO PCP marketing effort. Dr. Pitt (See finance notes for more CEO notes) Managing COVID well, positivity rate is declining.		

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 Directors documents are available online at www.mayersmemorial.com.

Working on Scorecards and Goals

No Christmas party – hoping for something in the spring

Potentially combining Phase 3 and 4 of SP – Dining is OSPHD 1 project – difficult to find OSPHD 1 contractors.

Discussion of COVID numbers

8 OTHER INFORMATION/ANNOUNCEMENTS

8.1 Board Member Message: EOM, District Voucher, Board Assessment, Ham Radio Grant, Giving Tuesday

8.2 Next Meeting will be followed by the Operation/Board dinner at the Fall River Hotel. Details to follow.

9 ANNOUNCEMENT OF CLOSED SESSION: 3:10 PM

9.2 Personnel Government Code 54956.8 Real Property:

ACTION

No Action taken

10 ADJOURNMENT: 3:35 pm

Next Regular Meeting: December 1, 2021

I, Jeanne Uterback, 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

Jeanne Uterback
Board Member

Jessica DeCorto
Board Clerk