

Chief Executive Officer
Chris Bjornberg



Mayers Memorial Hospital District

Board of Directors

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

Board of Directors
Regular Meeting
Minutes

June 29, 2022 – 1:00 pm
FR Boardroom & Microsoft Teams

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 1:00 PM on the above date.

BOARD MEMBERS PRESENT:

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

STAFF PRESENT:

Chris Bjornberg, CEO
Travis Lakey, CFO
Keith Earnest, CCO
Val Lakey, ED of CR and BD
Libby Mee, Director of Human Resources
Jessica DeCoito, Board Clerk

ABSENT:

Ryan Harris, COO
Theresa Overton, Interim CNO

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

3 DEPARTMENT/OPERATIONS REPORTS/RECOGNITIONS

3.1 A motion/second carried; Board of Directors accepted the minutes of May 25, 2022 *Guyn, Vasquez* **Approved by All**

4 DEPARTMENT/OPERATIONS REPORTS/RECOGNITIONS

4.1 A motion/second carried; Nichole Strahorn was recognized as April Employee of the Month. Resolution 2022-08. She is a very upbeat energetic person. She works hard to make sure our residents needs are met. She goes above and beyond to make sure they have a good day full of smiles and laughter. *Hathaway, Guyn* **Approved by All**

5 BOARD COMMITTEES

5.1 Finance Committee

5.1.1 **Committee Report:** Some of our processes are still by paper due to COVID precautions. Business Office is pushing through the Clinic billing now that we have our Medicare, Medical, Partnership, etc. insurance profiles set up. Epic/OCHIN has continued to provide challenges for billing, and we are excited to migrate to our new system with CERNER.

5.1.2 **May 2022 Financials:** Questions and discussion took place regarding the financials shared. Motion moved, seconded and carried for approval. *Hathaway, Humphry* **Approved by All**

5.1.3 **Board Quarterly Finance Review:** motion moved, seconded and carried for approval. *Humphry, Hathaway* **Approved by All**

5.1.4 **Annual Budget Hearing: 2023 Budget Approval (Resolution 2022-09):** conservative numbers, our rate range will cover the whole year rather than partial compared to last year. One area of concern is always the COVID related expenses but those are so unknown – we took a conservative approach and averaged out the previous years. motion moved, seconded and carried for approval. *Humphry, Hathaway* **Approval by All**

5.2	Strategic Planning Committee Chair Vasquez: no meeting in June. Discussion about Master Planning RFP took place.		
5.3	Quality Committee Chair Utterback		
5.3.1	Committee Meeting Report – DRAFT minutes attached. New format begins in July. July 13 th is the Quality Committee meeting and we will have our Board Quality Meeting on July 20 th .		
6	NEW BUSINESS		
6.1	Organizational Chart Approval: Provided to BOD was a master. A subset version will be set up after this master is approved. We will have each team split out so you can see the departments as a whole. This chart shows growth opportunities for internal candidates and opportunities for those outside of our organization. Motion moved, seconded and carried for approval.	<i>Hathway, Vasquez</i>	<i>Approved by All</i>
6.2	DRAFT Reporting Frequency for Departments: Proposed department reporting would be 3 to 4 departments at each meeting. The proposed shows the departments required to report and their frequency. For Director of Quality should report once a year and Risk Management should be on an as needed basis. Discussion about the Strategic Planning Priorities took place. Motion moved, seconded and carried for approval.	<i>Guyn, Humphry</i>	<i>Approved by All</i>
6.3	Lodge Name Change: narrowed down list was provided to the BOD. Name options were offered up by the employees of MMHD. A designation of “employee housing” will be added to the sign so the public know that this lodge is not open to the public. Motion moved, seconded and carried to make the list (1) Pit River Lodge, (2) Pit River Inn, (3) Pit River Canyon Lodge, which will be sent to the employees out for a vote.	<i>Hathaway, Guyn</i>	<i>Guyn – Y Hathaway – Y Humphry – Y Utterback – Y Vasquez - N</i>
7	OLD BUSINESS		
7.1	District Name & Logo Change: DBA change has been filed with the county. We are looking at doing a refresh with our logos, designs and colors. Our plan begins on July 1 st . Motion moved, seconded and carried to start with a refresh of the logo.	<i>Humphry, Guyn</i>	<i>Approved by All</i>
8	ADMINISTRATIVE REPORTS		
8.1	ED of Community Relations & Business Development: written report submitted. Big wins this week. SB1339 and AB1882 related to seismic reporting on status for compliance. Senator Pan wants to know what our state’s status and costs are looking like so they can make a more informed decision (report to be due by Jan. 1, 2024) – if passed. Retention Pay is now a 3 rd party agreement with a proposed budget signature on the 1 st of July. CHA was onsite this morning for a statewide campaign for California Hospitals. SHIP grant was received for \$250,000 – both for our hospital and community wellness. BETA is here tomorrow to give us our Workplace Violence certification. Active Shooter training is being planned with the Shasta Co. Sheriff’s office.		
8.2	Chief’s Reports		
8.2.1	CFO: financials shared with BOD. No further questions.		
8.2.2	CCO: We sadly lost our Hospice Chaplain last month. We have opened up the position and entertaining possible replacements. Hospice surveyors are here right now. Inventory is occurring in both the hospital and retail pharmacy. Baby Covid vaccine order has been placed through the county. Covid therapeutics have increased. Met with the 340B consultant on Monday for Retail and Hospital Pharmacy. We have some individuals signed up for Pulmonary Function Testing through Modoc Medical Center.		
8.2.3	CNO: submitted written report. Currently no COVID patients. ED transfers are still challenging because a decrease in staffing has caused a decrease in beds for our Redding counterparts.		
8.2.4	COO: Written report submitted. We are occupying the nurse’s station.		
8.2.5	CEO: PTO program changes are possible. Discussions with departments is ongoing. We hope to gather as much feedback from the employees to put together a plan for them, including a cheat sheet that shows what the current program is and what the new one will be. The proposed option would decrease our liability. A new program has begun called the Employee Spotlight – we pull a name out at random and spotlight those employees and honor them for who they and what they do.		

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.maversmemorial.com.

9 OTHER INFORMATION/ANNOUNCEMENTS

- 9.1 Board Member Message: Employee of the Month, District Name Change, updating organizational documents, CHA video highlight, landscape area and donation of bench and metal artwork, employee spotlight.
- 9.2 ACHD Annual Event is scheduled for September in southern California. Please let Jessica know if you are wanting to attend and she will get registration and hotel/travel finished.

10 ANNOUNCEMENT OF CLOSED SESSION: 3:11 pm

11 CLOSED SESSION

11.1 Medical Staff Credentials Government Code 54962
Medical Staff Appointment
Matthew Moore, DO – Emergency Medicine

*Unanimously
approved*

Medical Staff Reappointment
Ivy Nguyen, MD – Neurology (UC Davis)
David Bissig, MD – Neurology (UC Davis)
Tom Watson, MD – Family & Emergency Medicine

Motion moved, seconded and carried to approve the med staff credentials.

12 ANNOUNCEMENT OF OPEN SESSION: 3:12 pm

13 ADJOURNMENT: 3:12 pm

Next Regular Meeting: July 27, 2022

I, Jeanne Utterback, 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 Utterback
Board Member

Jessica DeCorfo
Board Clerk