

Chief Executive Officer
Chris Bjornberg



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
July 27, 2022 – 1:00 pm
Pit River Lodge & 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

ABSENT:

STAFF PRESENT:

Chris Bjornberg, CEO
Travis Lakey, CFO
Ryan Harris, COO
Theresa Overton, Interim CNO
Keith Earnest, CCO
Val Lakey, CHRO
Libby Mee, CPRO
Michelle Peterson, Outpatient Medical
Daryl Schneider, Physical Therapy
Jessica DeCoito, Board Clerk

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 June 29, 2022 *Hathaway, Guyn* *Approved by All*

4 DEPARTMENT/OPERATIONS REPORTS/RECOGNITIONS

4.1 A motion/second carried; Daryl Schneider was recognized as June Employee of the Month. Resolution 2022-09. Daryl came to MMHD as a traveling staff member in Physical Therapy, who decided to come on full time with us and is managing the department now. Always has the best attitude, full of insightful solutions, patients and employees love her and our first Blue Vase Recipient. This is well deserved and long overdue. *Humphry, Hathaway* *Approved by All*

4.2 Outpatient Medical: we will be reporting on our strategic priorities going forward (goals are to be finalized still). Three goals have been created and will be focused on for this fiscal year. We will be seeing residents from the Burney Annex in the Clinic, so they do not have to travel in a van up the hill to FR. We are excited to have Dr. Magno join our wound clinic team and get more wound clinic days scheduled.

4.3 Surgery: After much debate between staff and leadership, we have decided to put Surgery on Hold. We want to regroup and look at what our surgery needs are. Conversations with Modoc Medical Center have begun with possibilities of creating a partnership in our surgery team members and scheduling accordingly. The HVAC work on the OR has been taking place and final repairs are in place. And by next week, we hope to know what our air exchange status is.

4.4 Safety Quarterly: written report submitted. Working in collaboration with Shasta Co. Sheriff's department. They have a place to station within the hospital and have access to our hospital to help monitor safety for everyone. We are also working together for the Active Shooter Training.

5 BOARD COMMITTEES

5.1 Finance Committee

- 5.1.1 **Committee Report:** June was a rough month because we had a lot to get in before the end of the fiscal year. These financials are unaudited final numbers, and we have a few disputed invoices we are waiting on from travelers. Rate Range is going to be a mess the next two fiscal years, but we are sitting good in our reserves.
- 5.1.2 **June 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 **Mobile Rural Health Clinic:** Finance committee recommends for approval. Motion moved, seconded and carried to start the process of purchasing the mobile rural health clinic. *Hathaway, Guyn* *Approved by All*

5.2 **Strategic Planning Committee Chair Vasquez:** no meeting in July.

5.3 **Quality Committee Chair Utterback:** no meeting in July.

6 NEW BUSINESS

- 6.1 **Policies & Procedure Summary 6-30-2022:** motion moved, seconded and carried to approve the summary. *Guyn, Humphry* *Approved by All*
- 6.2 **Hazard Vulnerability Assessment:** results are provided in your packet. This information is used to plan our training for staff at both locations. Motion moved, seconded and carried to approve the summary provided. *Humphry, Guyn* *Approved by All*

7 ADMINISTRATIVE REPORTS

7.1 Chief's Reports

- 7.1.1 **CFO:** financials and notes shared with BOD. No further questions.
- 7.1.2 **CRHO:** CNA program is going great with more signing up for future classes. This is a great opportunity for those who want to get into the medical field. We help students with scholarships, they are paid while taking the class and meet their hours for their certification. We have started the transition into Paycom. Employees are going through the training, onboarding for new employees is happening in Paycom and we are on track for going live on July 31st.
- 7.1.3 **CPRO:** Retention Pay will be happening but there are still a lot of grey areas to be decided upon and shared. A lot of exceptions are in place and some folks are not going to qualify – not fair across the board. It has been noted that public board members must be within the district if they are going to take a meeting in a Teams or Zoom format starting 2024 – COVID exemptions will be gone. Discussion about the Community Needs Health Assessment took place.
- 7.1.4 **CCO:** We will be placing an order for Novavax – a more traditional vaccine. This would give us three adult vaccine choices. A full summary will be reported on by Mary but during our Hospice Survey we had tags that need to be addressed. No harm tags or patient care issues. Solutions have been implemented and we are working on the training of the solutions. We should be ready to test for monkeypox soon.
- 7.1.5 **CNO:** We are in the Yellow Status still in Burney Annex and Green in Fall River. Room 107 is set up for COVID patients which we have had to use but currently no patients. We have seen an increase locally with COVID cases. Regulation F888 (CMS tag) is something we are working on with a high priority. This requires a staff who is not vaccinated to not care for a resident that is not vaccinated.
- 7.1.6 **COO:** We will be moving forward with finding a project management team within our staff to get the process started in implementing the CERNER software for MMHD. We have some trial runs with CHA and Wipfli for the lodge processes before we open for employees on September 1st.
- 7.1.7 **CEO:** written report submitted. Discussion on PTO program took place.

8 OTHER INFORMATION/ANNOUNCEMENTS

- 8.1 Board Member Message: Employee of the Month, Mobile Rural Health Clinic, CNA program update, Covid update, Pit River Lodge.

9 ANNOUNCEMENT OF CLOSED SESSION: 3:03 pm

10 CLOSED SESSION

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.

11 ANNOUNCEMENT OF OPEN SESSION: 4:45 pm

12 ADJOURNMENT: 4:45 pm

Next Regular Meeting: August 31, 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 DeCato
Board Clerk