



733 CEDAR STREET
GARBERVILLE, CA 95542
(707) 923-3921

GOVERNING BOARD MEETING
Thursday, April 27, 2017
1:00 p.m. – 733 Cedar Street, Garberville, CA
Dimmick Conference Room

MINUTES

Governing Board Present: Alison Rivas, Corinne Stromstad, Gary Wellborn, David Ordoñez and Jack Foster
Also Present: Susan Gardner, Matt Rees, Kristen Rees, Judy Gallagher, Kent Scown, and Keith Easthouse

Item

- A. Call to Order – Board President Alison Rivas called the meeting to order at 1:02 p.m.
- B. Public Comment – none
See below for Public Comment Guidelines
- C. Board Member Comments
Board members are invited to address issues not on the agenda and to submit items within the subject jurisdiction of the Board for future consideration. Please limit individual comments to three minutes.
 - Board member David Ordoñez recommended we limit Bill Boerum's JPA presentation to 3-5 minutes.
 - Board member Jack Foster suggested we add upcoming board meeting dates to the website. Board clerk Susan Gardner agreed to contact EMRL and have them added. The minutes are to be added each month after board approval.
- D. Announcements – none
- E. Consent Agenda
 1. Approval of Agenda
 2. Approval of Previous Meeting Minutes
 - a. Governing Board Meeting Thursday, March 30, 2017
Motion: Corinne Stromstad moved to approve the complete Consent Agenda and the previous minutes as submitted.
Second: Gary Wellborn
Ayes: Alison Rivas, David Ordoñez, Corinne Stromstad, Gary Wellborn and Jack Foster
Motion carried.
 3. Community Reports – none (remove from agendas going forward)
 4. Earthquake Retrofit/HAZUS/Disaster Report – no report
 5. Human Resources Quarterly Report – (Jan/Apr/Jul/Oct) – Hunter Lehnert
 - In her first meeting after being gone on maternity leave, Hunter Lehnert gave her quarterly report.
 6. Annual Hospital Evaluation Report – Chris Hammond – (Aug 2017) – no report

Item

F. Correspondence, Suggestions or Written Comments to the Board - none

G. Finance Report – Corinne Stromstad, Gary Wellborn, Paul Eves, and Matt Rees

1. March Financials – Paul Eves, CFO
 - Paul Eves was unable to attend. In his place, CEO Matt Rees presented the March Financials.
 - Matt also discussed how we are negotiating with insurance companies to raise our payment percentages.

Motion: Corinne Stromstad moved to approve the March financials as presented.
Second: Gary Wellborn

Ayes: Alison Rivas, David Ordoñez, Gary Wellborn, Corinne Stromstad and Jack Foster

Motion carried.

2. FYE 2015 Audit Update – Paul Eves, CFO
 - We finally received the final copy of the FYE 2015 audit.

Motion: David Ordoñez moved to approve the 2015 audit as presented.

Second: Gary Wellborn

Ayes: Alison Rivas, David Ordoñez, Gary Wellborn, Corinne Stromstad and Jack Foster

Motion carried.

3. Feasibility Study with WIPFLI – Matt Rees
 - Matt Rees reported that OSHPD sent in figures for the feasibility study that were forwarded on to WIPFLI.
 - WIPFLI contacted us to say that OSHPD was resending the information with corrections.
4. CBO Update – Paul Eves, CFO
 - Diane Meredith-Gordon presented a written report for March.
 - Matt Rees announced that HRG will be here for a presentation regarding billing services.
5. 340B Pharmacy Program Update – Paul Eves and Matt Rees
 - Staff will be taking part in training on how to use the 340B Program.
 - We should be receiving cards to give to patients to use at the pharmacy.
 - SunRx will be working with CVS and Wallgreen's to try to get them on the program also. The volumes of Southern Humboldt patients using these pharmacies is somewhat low so they are reluctant to sign up for the program.

H. Administrator's Report – Matt Rees, CEO

- Matt talked to the board about the morning huddles we are holding every day at 9 a.m. Each department manager says a few words about what is going on in their department and also give a progress report from the previous day.
- We have held various town hall meeting regarding Measure W with the majority of attendees having positive comments.
- Dr. Phiroze Kazi has signed a letter of intent to start at the clinic on July 17.
- Sarah Beach, who is graduating soon, will start at a Family Nurse Practitioner in June.
- Although we have received a lot of negative press, we are hopeful the Measure will pass.
- Matt also said he would like to start looking at changing the district's boundaries to exclude communities such as Blocksburg and include communities like Whale Gulch, who is currently not in our district. Most of the residents living northeast like Blocksburg travel to Fortuna or Eureka for medical care as it is closer and residents from Whale Gulch are more likely to come to Garberville.

Item

1. Department Updates
 - a. QAPI – Quality Assurance Performance Improvement – Kristen Rees
 - Kristen Rees presented her report.
 - b. SRC – Survey Readiness Committee
 - Staff is preparing for the Skilled Nursing Facility survey which is due sometime in May or June.
 - Judy Gallagher said she and Kristen Rees prepared binders for every department and they have been distributed.
 2. New Facility Committee Report
 - Matt Rees reported that the preliminary architectural report has been sent to WIPFLI.
 3. Foundation Report – Barbara Truitt
 - a. Approval of Foundation Board recommendations
 - Barb Truitt reported that some employees have taken an interest in joining the Foundation.
 - Staff member can be committee chairs without being a voting member.
 - The Foundation is working on summer plans.
 - They could use another board member on the Two-Way Communication Committee.
 - b. Updates from Public Relations department
 - The district will have a weekly table at the Farmer’s Market in the town square and at the Mateel’s Summer Arts Festival at Benbow in June.
 - They would like to hold various events in the courtyard once it is finished.
 - c. Yes on W campaign
 - Ballots are coming into the elections office 40-50 per day. Measure W must pass by a two-thirds margin.
 4. Strategic Plan Update – Kristen Rees
 - Hunter Lehnert added to her river.
 - There are plans for another meeting with Redwoods Rural Health Center.
 - Matt announced that our providers will be invited to an upcoming Rotary Club meeting to do a presentation and meet more community members.
 - We also need to get the word out that we have same-day appointments now that Dr. Gadallah is here full time.
- I. Old Business
1. Revision of District Boundaries – Matt Rees
 - Matt said he would like to start looking at changing the district’s boundaries to exclude communities such as Blocksburg and include communities like Whale Gulch, who is currently not in our district. Most of the residents living northeast like Blocksburg travel to Fortuna or Eureka for medical care as it is closer and residents from Whale Gulch are more likely to come to Garberville.
 - Changing the boundaries is a lengthy process and must go through LAFCO.
 - At 2:34 p.m. Board President Alison Rivas suggested we take a 15-minute break.
- J. New Business
1. Approval of **Resolution 17:08**, Policy and Procedures
 - a. See Addendum Packet

Motion: Gary Wellborn moved to approve **Resolution 17:08** Policy and Procedures
Second: Jack Foster

Item

Ayes: Alison Rivas, Corinne Stromstad, Gary Wellborn, David Ordoñez and Jack Foster.

Motion carried with a roll call vote.

2. JPA – Change bylaws of Northern California Health Care Authority – Bill Boerum
 - Matt Rees is concerned about the district having to pay the same as the larger facilities.
 - David Ordoñez feels the same way and said that the board needs to approve any proposed assessments and then decide to accept the terms or not.
 - Bill Boerum attended via teleconference. He had planned to attend in person, but the closure of Hwy. 101 prevented him from being at the meeting.
 - Bill said the JPA only needs \$10,000-\$12,000 per year to operate. Their current balance is around \$12,000.
 - He agreed that all members must agree to the bylaw changes suggested.
 - SHCHD wants to be able to vote on any assessments and we will send specific wording to the JPA regarding this request.

Motion: Corinne Stromstad moved to approve the JPA bylaws as submitted.

Second: Jack Foster

Ayes: Alison Rivas, David Ordoñez, Gary Wellborn, Corinne Stromstad and Jack Foster

Motion carried.

3. Approval of a new Foundation Board member nominee, Justin Crellin, who was unanimously approved at the Foundation meeting on Wednesday, April 19, 2017.

Motion: Jack Foster moved to approve the Justin Crellin as the new Foundation board member.

Second: Gary Wellborn

Ayes: Alison Rivas, David Ordoñez, Gary Wellborn, Corinne Stromstad and Jack Foster

Motion carried.

K. Next Meeting

- Thursday, May 25, 2017

L. Meeting Evaluation - none

M. Parking Lot Items – none

N. Adjourned at 3:05 p.m. for Closed Session

O. Closed Session

1. Approval of Previous Closed Session Minutes
 - Closed Session Governing Board Meeting Tuesday, March 30, 2017
 - Closed Session Special Governing Board Meeting Wednesday, April 12, 2017.
2. Quality/Risk Management Report [H&S Code § 32155 – Judy Gallagher – no report
3. Medical Staff Appointments/Appointments [Gov. Code § 54957 - none
4. Confidential Correspondence to the Board - none
5. College of the Redwoods [Gov. Code § 54957] APN 032-091-014-000
Purchase proposal for property located at 286 Sprowel Creek Road,
Garberville, CA 95542
6. Personnel matter – Annual CEO evaluation – pursuant to Government Code § 54957
7. Adjourn to Closed Session at 3:05 p.m.

Item

- P. Resume Open Session at 4:00 p.m.
- No reportable action was taken
- Q. Adjourned at 4:02 p.m.