



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

GOVERNING BOARD MEETING
Tuesday, February 28, 2017
1:00 p.m. – 733 Cedar Street, Garberville, CA
Dimmick Conference Room

MINUTES

Governing Board Present: Alison Rivas, Corinne Stromstad, Gary Wellborn and David Ordoñez
Also Present: Susan Gardner, Matt Rees, Paul Eves, Barbara Truitt, Jerry Wilson and Keith Easthouse

Item

- A. Call to Order – Board President Alison Rivas called the meeting to order at 1:03 p.m.
- B. Public Comment – none
See below for Public Comment Guidelines
- C. Board Member Comments – none
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.
- D. Announcements – none
- E. Consent Agenda
 1. Approval of Agenda
 2. Approval of Previous Meeting Minutes
 - a. Governing Board Meeting Thursday, January 26, 2016
Motion: Gary Wellborn moved to approve the complete Consent Agenda and the previous minutes as submitted.
Second: Corinne Stromstad
Ayes: Alison Rivas, David Ordoñez and Corinne Stromstad
Motion carried.
 3. Community Reports – no report
 4. Earthquake Retrofit/HAZUS/Disaster Report – no report
 5. Quality Assurance Performance Improvement Committee (QAPI) – Judy Gallagher and Kristen Rees – (This report was moved to the Administrator's Report for future board meetings)
 - Board Clerk Susan Gardner provided the minutes from the February 21, 2017 QAPI meeting.
 6. Human Resources Quarterly Report – (Jan/Apr/Jul/Oct) – Dan Ebert – no report
 7. 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. January Financials – Paul Eves, CFO

- Paul Eves presented the January financials with slight corrections from those presented at the Monday, February 27 finance committee meeting.

Motion: Corinne Stromstad moved to approve the January financials as corrected from the finance committee meeting.

Second: David Ordoñez

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

Motion carried.

2. FYE 2015 Audit Update – Paul Eves, CFO

- More requests were made by the auditor.
- Various letters from 2015 were updated with Matt Rees listed as CEO and resent.

3. Feasibility Study with WIPFLi – Matt Rees

- Matt Rees reported that bond rates have gone down.
- We should be able to lock in the interest rate on the USDA loan by next quarter.

4. CBO Update – Paul Eves, CFO

- Diane Meredith-Gordon presented a written report for January.

5. 340B Pharmacy Program Update – Paul Eves and Matt Rees

- The program between SHCHD and Keith's Pharmacy in Garberville will begin on April 1, 2017.
- Board president Alison Rivas suggested we might want to advertise our partnership with Keith's Pharmacy.
- However, patients will not see any savings or benefits from the program and will not see any difference in their bill.

H. Administrator's Report – Matt Rees, CEO

1. Department Updates - none

2. New Facility Committee Report

- Matt Rees has a proposed preliminary drawing of the new facility.
- He has talked to Mendocino Coast District Hospital and the JPA about possibly sharing certain specialists.

3. Foundation Report – Barbara Truitt

- The board presented a beautiful glass bowl and lid to Barbara Truitt for her six years on the board and welcomed her aboard as the new Foundation Director and employee of SHCHD.
- Barbara Truitt said the We Can Build It website is up and running and ads have been placed in both local papers.
- She has been recruiting people to the board, including Carolyn Hino-Bourassa.
- She is working with volunteers and information dissemination and will be canvassing businesses soon.
- Different event ideas have been put on hold for the moment until after the election on May 2.
- Town hall meetings have been scheduled for March 13 at the Redwood Playhouse in Garberville and March 16 at the Healy Senior Center in Redway.

Item

Motion: David Ordoñez moved to approve Carolyn Hino-Bourassa as a member of the Southern Humboldt Community Foundation board.

Second: Gary Wellborn

Ayes: Alison Rivas, David Ordoñez and Corinne Stromstad

Motion carried.

4. Strategic Plan Update – Kristen Rees
 - Matt Rees said Kristen Rees is working on dates for the Strategic Plan meeting and updating the rivers.

I. Old Business

1. Process for filling the board vacancy
 - Applications for the board will be accepted until March 22, 2017, with a decision by March 27, 2017.
2. Parcel Tax information
 - Town hall meetings are scheduled for Monday, March 13, 2017 from 5 p.m. to 8 p.m. at the Redwood Playhouse, 286 Sprowel Creek Road, Garberville, CA 95542 and Thursday, March 16, 2017 from 2 p.m. to 4 p.m. at the Healy Senior Center, 456 Briceland Road, Redway, CA 95560.
 - David Ordoñez has put together a nice PowerPoint presentation and Corinne Stromstad and Alison Rivas, along with Matt Rees will assist him.

J. New Business

1. Approval of **Resolution 17:01**, Request for changes and additions to Medical Staff Bylaws – Judy Gallagher, CNO

Motion: Gary Wellborn moved to approve **Resolution 17:01** and return it to Med Staff for clarification of one section.

Second: David Ordoñez

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

Motion carried with a roll call vote.

2. Approval of **Resolution 17:02** Policy and Procedures
 - a. Packet A
 - b. Packet B
 - c. Packet C

Motion: David Ordoñez moved to approve **Resolution 17:02**, Policy and Procedures.

Second: Gary Wellborn

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

Motion carried with a roll call vote.

3. Approval to hire physicians as employees of the Southern Humboldt Community Healthcare District – Matt Rees, CEO (Not necessary for board approval)
4. VersaBadge System Agreement (First Look) – Matt Rees
 - This system would allow us to track the ER physicians recording how much time they spend with a patient, on-call, and doing administrative duties providing us with increased revenue.
 - Matt Rees will gather more information and get references to bring back to the board next month.

K. Next Meeting

- Thursday, March 30, 2017

Item

- L. Meeting Evaluation - none
- M. Parking Lot Items – none
- N. Adjourned at 3:30 p.m. for Closed Session
- O. Closed Session
 - 1. Approval of Previous Closed Session Minutes
 - Closed Session Governing Board Meeting Thursday, January 26, 2017.
 - 2. Quality/Risk Management Report [H&S Code § 32155 – Kristen Rees – no report
 - 3. Medical Staff Appointments/Appointments [Gov. Code § 54957
 - Approval of **Resolution 17:03** Appointment of Yousri Gadallah, MD – Associate – ER/Family Medicine to Clinic Medical Director.
 - 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 – CEO evaluation – pursuant to Government Code § 54957
- P. Adjourn Closed Session – 3:30 p.m.
- Q. Resume Open Session – 4:15 p.m.
 - 1. Yousri Gadallah, MD was were approved as the Clinic Medical Director.
- R. Adjourn – 4:16 p.m.