



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

GOVERNING BOARD MEETING
Thursday, January 26, 2017
1:00 p.m. – 733 Cedar Street, Garberville, CA
Dimmick Conference Room

MINUTES

Governing Board Present: Barbara Truitt, Corinne Stromstad, Gary Wellborn and David Ordoñez (Absent: Alison Rivas)

Also Present: Susan Gardner, Matt Rees, Paul Eves, Kristen Rees, Christina Huff, and Keith Easthouse.

Item

- A. Call to Order – Board President Barbara Truitt called the meeting to order at 1:01 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.
 - David Ordoñez said Patti Rose and Christina Huff from the Senior Apartments would be there to participate during the Administrator's Report.
- D. Announcements – none
- E. Consent Agenda
 1. Approval of Agenda
 2. Approval of Previous Meeting Minutes
 - a. Governing Board Meeting Thursday, December 8, 2016
 - b. Governing Board Special Meeting Tuesday, December 27, 2016
 - c. Governing Board Special Organizational Meeting, Monday, January 16, 2016

Motion: Gary Wellborn moved to approve the complete Consent Agenda and the previous minutes as submitted.
Second: Corinne Stromstad
Ayes: Barbara Truitt, David Ordoñez and Corinne Stromstad
Absent: Alison Rivas
Motion carried.
 3. Community Reports – no report
 4. Earthquake Retrofit/HAZUS/Disaster Report – no report
 5. Quality Improvement Team (QIT) Report – Kristen Rees
 - Kristen Rees explained that the QIT meetings are being revamped with a new date and time, along with a new agenda.

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6. Human Resources Quarterly Report – (Jan/Apr/Jul/Oct) – Dan Ebert
 - Interim HR Manager Dan Ebert submitted a written report.
 7. Annual Hospital Evaluation Report – Chris Hammond – (Aug 2017) – no report
- F. Correspondence, Suggestions or Written Comments to the Board
- Board President Barb Truitt submitted her letter of resignation.
- G. Finance Report – Corinne Stromstad, Gary Wellborn, Paul Eves, and Matt Rees
1. November and December Financials – Paul Eves, CFO
 - Paul Eves presented the November and December Financials.
 - He reported that the W2s are done and will be delivered and mailed out.
 - David Ordoñez commented that the Voucher Program should be advertised at the front desk in the clinic and in the ER. Registration needs to ask people if they have used their vouchers.
 - There was a discussion regarding how CBO was going to keep track when they are used.
 - Postcards are going out soon explaining how to use the vouchers.

Motion: Corinne Stromstad moved to approve the November and December financials as presented.
Second: Gary Wellborn
Ayes: Barbara Truitt, David Ordoñez , Gary Wellborn and Corinne Stromstad
Absent: Alison Rivas
Motion carried.
 2. FYE 2015 Audit Update – Paul Eves, CFO
 - Paul said there was another request for the same items he has provided at least twice before.
 - Matt said he will drive to Chico himself and wait until it is done if it isn't completed in time for the next board meeting.
 3. Feasibility Study with WIPFLi – Matt Rees
 - The study done by WIPFLi shows our debt-to-service ratio cannot support the building of a new hospital without the passage of the parcel tax.
 4. CBO Update – Paul Eves, CFO
 - Diane Meredith-Gordon presented a written report for December and January
 - David Ordoñez suggested we find a way for the Department of Health and Human Services (DHHS) to direct people to HFC who is contracted with us to enroll patients with Medi-Cal.
 5. 340B Pharmacy Program Update – Paul Eves and Matt Rees
 - Paul reported that Keith from Keith's Pharmacy has accepted and signed the contract with SunRx.
 - The application has been approved and we will be ready to go April 1, 2017.
 - A question was asked about the procedure to track prescriptions.
 - Matt said SunRx will do that for us.
 - Matt also said he will work on obtaining more pharmacy contracts.
- H. Administrator's Report – Matt Rees, CEO
1. Department Updates
 - Matt reported that the Clinical Laboratory Improvement Amendments (CLIA) survey went well in the lab.
 - The inspector was impressed with the improvements that have been done.
 - A 2015 complaint was reviewed and Pepe Olano is preparing the POC and collecting the required documentation.
 - Matt reported that Kent is still working with the county regarding the plans and permits for the CT scanner. The current zoning says we need a 20-foot

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- easement between the hospital and DHHS buildings.
 - Matt and David met with Patti Rose and Christina Huff from Senior Housing. They want to build 40 more units and wanted to know what we could do to help them.
 - David said we are looking at a continuum of care including assisted living and advance care including the expansion of our Skilled Nursing Facility once the new hospital is completed. He said more conversations will take place.
2. New Facility Committee Report
- Matt Rees directed everyone to the white board in the Dimmick Room where he explained the preliminary plans, made after meeting with the architect.
 - David asked about putting a helipad on top of the new building. Unfortunately, it is cost prohibitive, but we may be able to put a landing zone at ground level.
 - There is the possibility of building the new clinic first or building a landing zone to help expedite funding.
 - Corinne Stromstad commented on the great dining facility at St. Joe's that is open to staff and the public. She said the food was varied and good and suggested everyone should check it out.
3. Foundation Report – Matt Rees
- Matt said employees have pledged just under \$149,000 to the Capital Campaign. He has been holding employee meetings to explain the importance of a new facility and to touch base with employees on other issues. He said there have been some really good questions at these meetings and appreciates the feedback.
4. Strategic Plan Update – Kristen Rees
- An updated written report was presented outlining the individual objectives, strategies and programs of the six groups.
 - The visiting nurse program was mentioned and is expanding. We currently have 10 patients enrolled, which changes weekly as patients improve and new ones enter the program.
 - Gary Wellborn asked how the visiting nurse program is doing financially and requested a P&L on the program, which Matt said could easily be provided.

I. Old Business - none

J. New Business

1. Process for filling the board vacancy
- The board has six weeks from the date of resignation of Barbara Truitt (Jan. 27, 2017) to appoint a new member.
 - Board Clerk Susan Gardner will issue a press release.
2. Parcel Tax information
- The governing board will provide why we need the tax.
 - The campaign committee encourages a yes vote.
 - Informational meetings will be held at various locations including Garberville, Redway, Shelter Cove and possibly Weott.
 - Individual board members can campaign as long as they are not using District funds in any way.
3. Approval of **Resolution 16:30** Policy and Procedures
- a. Packet A
 - b. Packet B
 - c. Packet C with supplement

Motion: Gary Wellborn moved to approve Resolution 16:30, Policy and Procedures.

Second: Corinne Stromstad

Ayes: Barbara Truitt, Corinne Stromstad, Gary Wellborn and David Ordoñez

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Absent: Alison Rivas

Motion carried with a roll call vote.

K. Next Meeting

- Tuesday, February 28, 2017

L. Meeting Evaluation

- Corinne Stromstad said she thought it was a good meeting.

M. Parking Lot Items – none

N. Adjourned at 3:16 p.m. for Closed Session

O. Closed Session

1. Approval of Previous Closed Session Minutes

- Closed Session Governing Board Meeting Thursday, December 8, 2016
- Closed Session Special Governing Board Organizational Meeting Monday, January 16, 2017

2. Quality/Risk Management Report [H&S Code § 32155

3. Medical Staff Appointments/Appointments [Gov. Code § 54957

Approval of **Resolution 16:31**

- Gadallah, Yousri, MD – Associate – ER/Family Medicine – 12/01/16 – 11/30/18
- Ospina, Jose, MD – Associate – Diagnostic Teleradiology – 12/01/16 – 11/30/18
- Lue, Jason, MD – Associate – Diagnostic Teleradiology – 12/01/16 – 11/30/18
- Homer, Suzanne, MD – Provisional Associate – Diagnostic Teleradiology – 01/26/17 – 01/25/19
- Irvine, David, MD – Provisional Associate – Emergency Medicine – 01/01/17 – 12/31/19

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 – 4:15 p.m.

Q. Resume Open Session – 4:16 p.m.

1. Drs. Gadallah, Ospina, Lue, Homer, and Irvine were approved for reappointment.

R. Adjourn – 4:17 p.m.