



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

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

MINUTES

Governing Board Present: Corinne Stromstad, Gary Wellborn, David Ordoñez and Jack Foster (Alison Rivas – absent)

Also Present: Matt Rees, Judy Gallagher, Kent Scown, Paul Eves, Susan Gardner, Kristen Rees, and Jerel McQuarrie

Item

A. Call to Order – Board Vice-President David Ordoñez called the meeting to order at 1:02 p.m.

B. Public Comment

See below for Public Comment Guidelines

- Garberville resident and former SHCHD board member Mike Thompson voiced his concerns regarding the passage of the parcel tax. He suggested we list the items and improvements the district has been made in order for the voting public to see where their tax money is being spent. He suggested we hire a special consultant to help make sure it passes this coming November.

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 Monday, June 22, 2017

b. Special Governing Board Meeting Monday, July 17, 2017

Motion: Gary Wellborn moved to approve the complete Consent Agenda and the previous minutes.

Second: Jack Foster

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

Motion carried.

F. Correspondence, Suggestions or Written Comments to the Board

- Letter from Humboldt County Planning and Building Department regarding the CT variance.
The board was pleased we are one step closer to getting our CT up and running.

G. Foundation Report – Barbara Truitt

- Barb Truitt provided a written report, which was read by Susan Gardner.
- She has hired two people, Jessica Willis and Angela Snelbaker, to take over her

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job as Outreach Coordinator, Public Relations manager, and Foundation Director trainee.

- Barb's last day as an employee of the District will be August 18, 2017.

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

1. May and June Financials – Paul Eves, CFO
 - Paul presented the May and June Financial report.
2. CBO Update
 - Diane Meredith-Gordon presented a written report.
 - A full-color performance report was also provided from HCFS who has been following up with patients who are not signed up with Medi-Cal.
3. 2018 Budget – Paul Eves
 - Paul provided a printout and explained the 2018 Budget.
 - He reminded the board to keep in mind that the budget can change throughout the year.

I. Chief Nursing Officer's Report – CNO Judy Gallagher

- Judy reported that all departments are working to achieve their goals.
 - The lab is doing great and has added a new reclining chair.
 - Our new CLS, Paul Laceda, will be starting in August.
 - Mona and Lora and covering for Marcie who is out on extended leave.
 - Nursing is transitioning with the loss of three full-time nurses.
 - A traveling nurse has been hired to fill in for the next 13 weeks.
 - Inconsistencies are being worked on with more training in Healthland.
 - Mary McKenzie will be starting soon as the Infection Preventionist. She will work 24 hours per week.
2. Quality Assurance Performance Improvement Committee (QAPI) – Kristen Rees
 - New boards are being put up in the hallway showing the various department goals and achievements.
 - Kristen, Diane Meredith-Gordon, and CNO Judy Gallagher are starting a compliance committee.
 - Hunter and Kristen are working on funding for the Customer Improvement Program.
 - Kristen and other staff are working on the PRIME Project.
 3. Survey Readiness Committee (SRC) – Judy Gallagher, CNO
 - The Skilled Nursing Facility relicensing and recertification is complete with corrections being made.
 - We are waiting on the Life-Safety POC to arrive.
 - The acute survey is due at any time.

J. Administrator's Report – Matt Rees, CEO

1. Department Updates
 - Matt said the lab did 99 tests in one day recently.
 - The morning huddles with managerial staff are going well.
 - Kent Scown reported that he took the CT plans to the county on July 26. The next item will be to start the public noticing for the project before it can go out to bid.
2. Earthquake Retrofit/HAZUS/Disaster Report – Kent Scown, COO
 - Kent reported that we are still waiting for the OSHPD report.
3. Strategic Plan Update
 - The managers are reworking and updating their plans and rivers.

K. Old Business – none

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L. New Business

1. Jerel McQuarrie – Director of Business Development – HRG
 - Jerel gave a PowerPoint presentation to the board. He said HRG can do a much better job with our billing that is currently being done by CBO.
2. Appointments of Board Officers and Committee Members
 - Board Vice-President Dave Ordoñez moved that Corinne Stromstad become Board President at the request of current President Alison Rivas, who is only available for monthly meetings.

Motion: Dave Ordoñez moved that Corinne Stromstad become Board President at the request of current President Alison Rivas, who is only available for monthly meetings.

Second: Gary Wellborn

Ayes: David Ordoñez, Corinne Stromstad, Gary Wellborn and Jack Foster (Alison Rivas – absent)

Motion carried by roll call

Approval of **Resolution 17:14**, Policy and Procedures

- a. See Addendum Packets "A," "B," "C," and "D"

Motion: Gary Wellborn moved to approve Resolution 17:14 Policy and Procedures.

Second: Jack Foster

Ayes: David Ordoñez, Corinne Stromstad, Gary Wellborn and Jack Foster (Alison Rivas – absent)

Motion carried by roll call

M. Next Meeting

- Thursday, August 31 , 2017

N. Meeting Evaluation - none

O. Parking Lot Items – none

P. Adjourned to closed session at 4:06 p.m.

Q. Closed Session

1. Approval of Previous Closed Session Minutes

- Closed Session Governing Board Meeting Thursday, June 22 2017

2. Quality/Risk Management Report [H&S Code § 32155 – Judy Gallagher – no report

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

Approval of **Resolution 17:13**

a. Janis F. Owens , MD – Provisional Associate – Diagnostic Teleradiology – 07/27/17 – 07/26/19

b. Lauralee A. Thompson , MD – Provisional Associate – Diagnostic Teleradiology – 07/27/17 – 07/26/19

4. Confidential Correspondence to the Board - none

5. Personnel matter – Annual CEO evaluation – pursuant to Government Code § 54957

R. Resume Open Session at 4:19 p.m.

- Drs. Owens and Thompson were approved.

S. Adjourned at 5:30 p.m.

