



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

GOVERNING BOARD MEETING
Thursday, May 25, 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: Matt Rees, Kristen Rees, Judy Gallagher, Kent Scown, Barb Truitt, Paul Eves, 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
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- Board member Jack Foster inquired about a drop-off box for patients to bring in their out-of-date medications.
 - Judy Gallagher remarked that there may be legal restrictions.
 - Kent Scown reaffirmed this. Our pharmacy does not have the kind of license required to take out-of-date medications from the public. However, Kent said he would check with PJ to confirm.
- D. Announcements – none
- E. Consent Agenda
1. Approval of Agenda
 2. Approval of Previous Meeting Minutes
 - a. Governing Board Meeting Thursday, April 27 2017
Motion: Corinne Stromstad moved to approve the complete Consent Agenda and the previous minutes with corrections as indicated.
Second: Jack Foster
Ayes: Alison Rivas, David Ordoñez, Corinne Stromstad, Gary Wellborn and Jack Foster
Motion carried.
 3. Earthquake Retrofit/HAZUS/Disaster Report – no report
 4. Human Resources Quarterly Report – (Jan/Apr/Jul/Oct) – Hunter Lehnert
 5. Annual Hospital Evaluation Report – Chris Hammond – (Aug 2017) – no report

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F. Correspondence, Suggestions or Written Comments to the Board

- Public Records Request from Darryl Cherney was received on Thursday, May 24, 2017.
- Administration will work on gathering the information requested as soon as time allows.

G. Foundation Report – Barbara Truitt

- Barb Truitt provided a handout of the SHCHD Summer Outreach Activities
- She will be sending out an email asking for help at the various events
- She also reported that the IRS has received our Form 1023 asking for the change to a 501(c) 3. We should hear back in the next 90 days if it has been approved.

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

1. April Financials – Paul Eves, CFO

- Paul presented the April financials.

Motion: Gary Wellborn moved to approve the April financials as presented.

Second: Gary Wellborn

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

Motion carried.

- CBO Update – Matt Rees went over the April report provided by Diana Meredith-Gordon.
- Matt also mentioned we are looking at possibly changing our billing company and that CBO's contract is up for renewal in August.

2. Feasibility Study with WIPFLi – Matt Rees

- Matt said that with the defeat of Measure W things are changed.
- He is researching other avenues of financing for the new facility and will report back to the board at the next meeting.

3. 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.

4. 340B Pharmacy Program Update – Paul Eves and Matt Rees

- Staff is proceeding with training on how to use the 340B program.
- Paul stressed the importance of accurate record keeping and the chance of an audit is increasing the more facilities sign up for the program.

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

- Judy said our patients are receiving great care.
 1. Quality Assurance Performance Improvement Committee (QAPIC)
 - We are doing well with departmental reports although, some managers have not turned in theirs.
 - We are trying to tighten up staff needs and eliminate our traveling nurses.
 2. Survey Readiness Committee (SRC)
 - Engineering Manager Guy Vitello has been catching up his list of jobs.
 - Skilled Nursing Manager Vanessa King has been catching up on her care audits.
 - Staff is looking for ways to restructure the emergency department.

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J. Administrator's Report – Matt Rees, CEO

1. Department Updates

- Matt said the daily morning huddles are going great.
- Clinic visits are up, along with lab and radiology.
- Communication is improving and we have a great staff.

2. New Facility Committee Report

- Matt and Kent are still working on pricing for various projects.
- If we have to move the SNF we will have to most likely go to a third floor on the new building and increase it to 20 beds costing an additional \$8-\$10 million.
- Matt had a conference call this week with other members of the California Hospital Association about this same problem other facilities are facing.

3. Strategic Plan Update

- We will be updating our rivers next month to get things moving along.
- The question came up about what we are going to do about another parcel tax. The proposal needs to go to the Board of Supervisors at their July 24 meeting.
- It was decided that we will hold a special board meeting on Tuesday, June 13 at 9:30 a.m. in the Dimmick Room to discuss it.
- Kristen Rees will put together a survey for the Farmer's Market and Summer Arts and Music Festival as well as an online link.

K. Old Business - none

L. New Business

1. Approval of **Resolution 17:09**, Policy and Procedures

- a. See Addendum Packets "A" and "B"

Motion: Corinne Stromstad moved to approve **Resolution 17:09** Policy and Procedures with the deletion of the Guidelines for the Accessibility of the Public Records of the Southern Humboldt Community Healthcare District policy, which will be discussed at a later date.

Second: Jack Foster

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

Motion carried with a roll call vote.

M. Next Meeting

- Thursday, June 29 , 2017

N. Meeting Evaluation - none

O. Parking Lot Items – none

P. Adjourned at 3:04 p.m. for Closed Session

Q. Closed Session

1. Approval of Previous Closed Session Minutes

- Closed Session Governing Board Meeting Thursday, April 27, 2017

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

Item

3. Medical Staff Appointments/Appointments [Gov. Code § 54957
Approval of **Resolution 17:10**
 - a. Laiandrea M. Stewart , MD – Associate – Diagnostic Teleradiology –
06/01/17 – 05/31/19
 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 – Annual CEO evaluation – pursuant to Government Code § 54957
 7. Adjourn to Closed Session at 3:05 p.m.
- P. Resume Open Session at 3:50 p.m.
- No reportable action was taken
- Q. Adjourned at 3:51 p.m.