



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

**GOVERNING BOARD MEETING**  
**Thursday, September 21, 2017**  
**1:00 p.m. – 733 Cedar Street, Garberville, CA**  
**Dimmick Conference Room**

**MINUTES**

**Governing Board Present:** Corinne Stromstad, Gary Wellborn, David Ordoñez, Jack Foster and Alison Rivas  
**Also Present:** Matt Rees, Paul Eves, Susan Gardner, Kristen Rees, Barbara Truitt, Carolyn Bourassa, Angela Snelbaker, Jessica Willis, Judy Gallagher, Larry Tramutola and June Monach

**Item**

- A. Call to Order – Board Vice-President David Ordoñez called the meeting to order at 1:06 p.m. President Corinne Stromstad came in just after the beginning of the meeting.
- 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 and Finance Committee member Gary Wellborn submitted his resignation to go into effect at the end of today's board meeting. He and his wife, Shon, are moving out of the area and he will no longer be able to serve.
- D. Announcements – none
- E. Consent Agenda
  1. Approval of Agenda
  2. Approval of Previous Meeting Minutes
    - a. Special Governing Board Meeting Thursday, August 31, 2017
    - b. Governing Board Meeting Friday, August 31, 2017

**Motion:** Alison Rivas moved to approve the complete Consent Agenda and the previous minutes with the correction as indicated.  
Second: Jack Foster  
Ayes: David Ordoñez, Corinne Stromstad, Gary Wellborn, Jack Foster and Alison Rivas  
**Motion carried.**
- F. Correspondence, Suggestions or Written Comments to the Board - none
- G. Foundation Report – Barbara Truitt – no report
- H. Finance Report – Corinne Stromstad, Gary Wellborn, Paul Eves, and Matt Rees
  1. August Financials – Paul Eves, CFO
    - There was no Finance Committee Meeting held in September due to conferences
  2. CBO Update – no report

**Item**

3. Chief Nursing Officer's Report – CNO Judy Gallagher – no report
  4. Quality Assurance Performance Improvement Committee (QAPI) – Kristen Rees
    - Kristen Rees gave a verbal report to the board regarding surveys from staff and patients.
    - The staff think they give good service and all but two patient responses were positive. The response averages were (on a scale of 1-4) between 3.7 and 3.9 generally with overall satisfaction average (scale of 1-10) being 9.23
  5. Survey Readiness Committee (SRC) – Judy Gallagher, CNO
    - We had our general acute survey August 21-25.
    - The POC was 75 pages long and staff is currently working on collecting the requested information.
    - We were cited in many areas regarding the care of one patient.
    - Judy Gallagher will continue to audit charts on a regular basis.
    - Board member David Ordoñez asked how things were going regarding the transfer requests with St. Joseph Hospital in Eureka and Redwood Memorial Hospital in Fortuna.
    - Judy said there haven't been any major issues lately and we have an upcoming meeting on October 18 with them and plan on meeting quarterly.
- I. Administrator's Report – Matt Rees, CEO
1. Department Updates - none
  2. Strategic Plan Update
    - Larry Tramutola and June Monach, from Tramutola LLC, were there to answer questions about their plan to help pass the parcel tax in June 2018.
    - Tramutola said they had two very productive meetings with Foundation Director Barbara Truitt and COO Kent Scown.
    - This District is a very unique case with the parcel tax.
    - In order to make sure it passes in June, we have a lot of work to do in a very short time.
    - Some of the things Tramutola and Monach said were very important include:
      - Stabilizing the District
      - Raising funds for a new hospital
      - Increasing our human contact with as many people as possible on an ongoing basis by focusing on talking to 20 people per day and listening to what they have to say
      - Only 1,967 of the over 3,000 registered voters mailed in ballots in May. We need to find out how those 1,967 voted.
    - An organized group needs to make phone calls asking the following questions:
      - Do you remember how you voted?
      - If you knew a new measure would not raise taxes, over what you are currently paying, how would you vote?
      - Do you have an email address or anyone else in your household we can speak to?
    - Tramutola said we need to have a positive and personal approach, not a specific script when talking to people.
    - EMRL's ads need to focus around the ER because most people will want an ER in their community.
    - The general consensus with many people is that there is nothing to worry about and that we will always have an ER and hospital no matter what happens.
    - Tramutola stressed that non-slick propaganda is better and we should stay away from the postcard-type mailing like last May.
    - He said that people may not believe the seismic story considering this is a one-story building and we have already spent a lot of money to retrofit it.
    - He also said that two no votes cancel out one yes vote so we need to turn the no votes into yes votes.
    - June Monach said it is very important that people realize we are reaching out to them and that we care about what they have to say.

**Item**

- The new legislation requiring a 51% majority instead of two-thirds to pass a tax will not help us. And in fact, according to our attorney Colin Coffey, if we are one of the first to use this new percentage, we will definitely be challenged in court and it will be a very expensive process.
- Board President Corinne Stromstad said she felt that people didn't understand that when we said there would be no hospital if we don't build a new facility, this also means no ER, no lab, no radiology and no skilled nursing.
- Board member Gary Wellborn asked how many no votes we received from the Blocksburg area. It was 102.
- He also asked how many employees we have and what our annual payroll is. Paul Eves said we have 92 employees, with 75 of those being fulltime. Our payroll is \$4.3 million per year.
- Outreach coordinator Jessica Willis said she is very happy to see the direction we are going and is encouraged that the tax will pass in June.
- Tramutola suggested we not use SoHum in our name or messaging. President Stromstad agreed and said it makes us sound like the armpit of the Humboldt County. Both Jessica Willis and Angela Snelbaker from the Outreach department said the term SoHum doesn't bother them at all.
- He said we have a lot of work to do, but that we are all in this together and we need to get going right away.

K. Old Business – none

L. New Business

1. Mobile Physician App – Matt Rees

- Rees presented a PowerPoint presentation on VSee, a mobile physician application patients can use on their phones or other electronic devices.
- They would be able to talk to a physician via their devices without having to come in to the clinic or ER.
- Once the physician assesses their needs recommendations can be made as to whether they need to be seen in person, given antibiotics or other medications as prescribed, or if they should just give it some time and see if the problem resolves on its own.
- Board members felt like it would be a good idea to use our providers.
- Rees asked the board to approve a \$50,000 budget for the new program.

**Motion:** Jack Foster moved to approve the budget of \$50,000 for the VSee physician program.

Second: Alison Rivas

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

**Motion carried.**

2. Corporate Compliance Plan – Diane Meredith-Gordon

- The board reviewed the Corporate Compliance Plan as submitted by Diane Meredith-Gordon with CNO Judy Gallagher as the corporate compliance officer.
- The schedule proposed would be as follows:
  - a. September board meeting – the board approves the plan
  - b. October/November board meeting – private session with a 20 minute training with Q&A to the board on their role and familiarity with the compliance plan
  - c. October/November – training for employees and providers is accomplished
  - d. October/November – compliance committee is set up
  - e. October/November – hand off to HR and the compliance committee on corporate compliance training and maintenance is completed

**Motion:** David Ordoñez made a motion to approve the Corporate Compliance Plan as submitted.

Second: Jack Foster

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

**Motion carried.**

**Item**

3. Approval of **Resolution 17:17**, for signers of the line of credit with Umpqua Bank.

**Motion:** Jack Foster made a motion to approve Resolution 17:17 to update the signers on the line of credit with Umpqua Bank to Matt Rees, Kent Scown and Corinne Stromstad.

Second: Alison Rivas

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

**Motion carried by roll call.**

4. Approval of **Resolution 17:18**, Policy and Procedures  
a. See Addendum Packets "A," and "B"

**Motion:** Alison Rivas moved to approve Resolution 17:18 Policy and Procedures.

Second: Alison Rivas.

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

**Motion carried by roll call**

M. Next Meeting Thursday, October 26, 2017

N. Meeting Evaluation

- Members of the board commented about the great articles by Angel Snelbaker and Jessica Willis from the Outreach Department.

O. Parking Lot Items – none

P. Adjourned to closed session at 3:29 p.m.

Q. Closed Session

1. Approval of Previous Closed Session Minutes

- Closed Session Governing Board Meeting Thursday, August 31, 2017

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

3. Medical Staff Appointments/Appointments [Gov. Code § 54957] - none

4. Confidential Correspondence to the Board – none

5. CR Property Acquisition

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

R. Adjourned Closed Session at 4:05 p.m.

S. Resumed Open Session at 4:06 p.m.

- No reportable action was taken.

T. Adjourned at 4:07

*Submitted by Susan Gardner*