



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

**GOVERNING BOARD MEETING**  
**Thursday, August 31, 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, Kent Scown, Paul Eves, Susan Gardner, Kristen Rees, Barbara Truitt and Keith Easthouse

**Item**

- A. Call to Order – Board President Corinne Stromstad called the meeting to order at 1:01 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 Vice President/Secretary David Ordoñez has submitted his name to the California Hospital Association to become a member of the Health Advisory Board for rural areas.
- D. Announcements – none
- E. Consent Agenda
  1. Approval of Agenda
  2. Approval of Previous Meeting Minutes
    - a. Governing Board Meeting Thursday, July 27, 2017
    - b. Special Governing Board Meeting Friday, August 11, 2017

**Motion:** David Ordoñez moved to approve the complete Consent Agenda and the previous minutes.  
Second: Gary Wellborn  
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
  - The Foundation has not met the last couple of months.
  - Their next meeting is Wednesday, September 20 at 2:30 p.m. in the Dimmick Room.
  - Barb is currently recruiting members under 50.
  - The Foundation has agreed to contribute to the hospital courtyard improvement efforts.
  - They are also working on the capital campaign.
  - CEO Matt Rees has been working with Angela Snelbaker and Jessica Willis on the Tapestry program to form a data base.

**Item**

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

1. July Financials – Paul Eves, CFO

- Paul presented the July Financial report.

**Motion:** Gary Wellborn moved to approve the July Financial report.

Second: Jack Foster

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

**Motion carried.**

2. CBO Update

- Diane Meredith-Gordon presented a written report and Matt Rees went over it with the board.

I. Chief Nursing Officer's Report – CNO Judy Gallagher – no report

2. Quality Assurance Performance Improvement Committee (QAPI) – Kristen Rees provided a printed report and went over it with the board.

3. Survey Readiness Committee (SRC) – Judy Gallagher, CNO

- CEO Matt Rees reported that the state surveyors were here for an entire week.
- We should be receiving the Plan of Corrections within ten days.

J. Administrator's Report – Matt Rees, CEO

1. Department Updates

- Matt made an announcement regarding the ruling by the California Supreme Court allowing individual groups to put tax items on the ballot. If the people themselves, as compared to government entities, choose to pass a tax, a majority vote is all that is needed instead of the current two-thirds.
- Matt is currently working with billing company HRG and will be giving CBO notice.
- He is also researching different EMRs.
- Healthland was on site and are working with staff for better educational processes to maximize what they have to offer.
- For example, their lab software does not work well.
- Staff needs more and better training on Healthland to learn what it can actually do that is not being utilized.
- We now have a fully staffed lab with new CLS Paul Luceda joining the department.
- Matt negotiated with Blue Shield for a 29% increase on the hospital side and 31% on the professional side.
- The USDA interest rate is still at 3.25% and should stay fairly flat for a while.
- Paul ran a spreadsheet showing that 39% of the property owners in our district own more than one parcel.
- If we decided on a bond, we would have to collect \$60 for every \$100,000 of assessed values, which would be very costly for landowners. And we would have to commit to paying off the bond in the stated timeframe.

2. Earthquake Retrofit/HAZUS/Disaster Report – Kent Scown, COO – no report

3. Strategic Plan Update – no report

K. Old Business – none

## Item

### L. New Business

1. Discussion regarding storage, scanning and retrieval companies – Matt Rees
  - Matt has been looking at several options for storage.
  - Diane Meredith-Gordon researched several companies.
  - They will store our medical records with a 48-hour turnaround for requested records.
  - The cost is yet to be determined and there is a three-year contracted commitment.
2. Request from Board Clerk Susan Gardner to attend annual board secretary/clerk conference Oct. 22-24, 2017 in Anaheim, CA.
  - The board agreed that she should attend.
3. Political consultants regarding future of parcel tax – Matt Rees/Barb Truitt
  - This item was moved up during the financial report to accommodate a conference call with Larry Tramutola.
  - COO Kent Scown recommended Tramutola over PMC Cohen who participated in a previous call along with four waters.
  - There were questions regarding PMC Cohen's hidden costs to be negotiated individually.
  - David Ordoñez expressed his concerns as a board member about paying EMRL as well as Tramutola, whose bill would be \$16,000 per month beginning September 15, 2017.
  - Tramutola said that the solutions are not easy ones and that it is rare for a healthcare district to have a parcel tax.
  - We have a small voter base, where polling may not work given the limited data sources. There may be better ways to get voters' opinions.
  - Time is the resource wasted most often and if we want to go in June we need to start immediately.
  - Tramutola stated that \$16,000 may be too much and that we shouldn't let that stand in our way and is worth discussing further.
  - We need to use size to our advantage and spend money on public relations.
  - It was, and has been, very difficult to get volunteers to help, as was expressed by Barb Truitt. And, she said that we did not communicate with people very effectively last time.
  - Tramutola asked, "Why do measures lose?" Sometimes there is too much information in the measure. Your last effort was an overreach with ineffective voter contact. He did say that the passage of a parcel tax is doable.
  - Ordoñez said we need to extend the existing parcel tax and then in a couple of years go for something to build the new facility.
  - Tramutola suggested we go for June and not wait until November as it moves us forward and shows we are proactive.

**Motion:** Jack Foster made a motion to proceed with the hiring of Tramutola and negotiate the price down and also involve the Outreach Committee in the process.

Second: Gary Wellborn

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

4. Review of IT policies and procedures – Kent Scown
  - It was decided that the policies need to go to Med Staff for approval on Wednesday, September 20 and then on to the board September 21.
5. Approval of **Resolution 17:15**, Policy and Procedures
  - a. See Addendum Packets "A," and "B"

**Motion:** Gary Wellborn moved to approve Resolution 17:15 Policy and Procedures.

Second: Alison Rivas

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

**Motion carried by roll call**

**Item**

6. Discussion of District's participation in the California Great ShakeOut on October 19 at 10:19 a.m. – Jack Foster
- Jack Foster said the command center will be located at the Cal Fire station.
  - Barb Truitt will plan an Outreach Committee meeting to discuss our participation.

M. Next Meeting

- Thursday, September 21, 2017 (There will not be a Financial Committee meeting in September due to Paul Eves attendance at conferences.)

N. Meeting Evaluation - none

O. Parking Lot Items – none

P. Adjourned to closed session at 3:30 p.m.

Q. Closed Session

1. Approval of Previous Closed Session Minutes

- Closed Session Governing Board Meeting Thursday, July 27, 2017
- Special Closed Session Governing Board Meeting Friday, August 11, 2017

**Motion:** Alison Rivas made a motion to approve the previous closed session minutes.

Second: Gary Wellborn

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

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

- Written report submitted

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

**Approval of Resolution 17:16**

- a. Michael E. Mousa , MD – Provisional Associate – Diagnostic Teleradiology – 08/31/17 – 08/30/19

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.

- Dr. Michael E. Mousa was approved.

S. Adjourned at 4:20 p.m.

*Submitted by Susan Gardner*