

Governing Board

Date: Thursday, April 25, 2019
Time: 1:30 p.m.
Location: Dimmick Room, Jerold Phelps Community Hospital

Minutes

Governing Board Present: Katie McGuire, David Ordoñez, Alison Rivas and Jessica Willis (absent Corinne Stromstad)

Also Present: Matt Rees, Keith Easthouse, Kent Scown, Judy Gallagher, Rob Eskridge and Susan Gardner.

- A. Call to Order – Acting board president David Ordoñez called the meeting to order at 1:45 p.m.
- B. Public Comment - none
- C. Board Member Comments - none
- D. Announcements
 - CEO Matt Rees announced plans for the upcoming kayak retreats for staff, board members and Foundation members. The first one is on Friday, April 26, followed by May 1 and May 10.
- E. Consent Agenda
 1. Approval of Previous Meeting Minutes and Consent Agenda
 - a. Special Governing Board Meeting Thursday, March 28, 2019

Motion: Jessica Willis moved to approve the Consent Agenda and the Previous Minutes as submitted.
Second: Alison Rivas
Ayes: David Ordoñez, Jessica Willis, Alison Rivas and Katie McGuire
Noes: None
Absent: Corinne Stromstad
Motion carried.
- F. Family Resource Center – (August, November, February, May) - Amy Terrones
- G. Correspondence, Suggestions or Written Comments to the Board - none
- H. Foundation Report – CEO Matt Rees
 - Matt met with Patrick Cleary from the Humboldt Area Foundation regarding the purchase of the CR property.
 - Things are moving forward with the capital campaign.
- I. Finance Report – Corinne Stromstad, Katie McGuire, Paul Eves, and Matt Rees
 1. March 2019 – Paul Eves
 - Paul went over the March financials.
 - There was an error in the Year to Date figures, which he will correct.

2. PFS/HRG reports – March 2019 – Jennifer Melvoen
 - Paul went over the PFS and HRG reports commenting on the great job Jennifer Melvoen is doing with collections and in training her staff.
 - Denials dropped to \$9,724 from \$22,697 in February in part due to more extensive staff training.
 - PFS and HIM staffing has been very consistent.

Motion: David Ordoñez moved to hold approval of the March Financials until the next board meeting on Thursday, May 30, when the corrections are made.

- J. Chief Nursing Officer's Report – CNO Judy Gallagher
 - CNO Judy Gallagher went over her written report to the board.
 - 1. Medication Error Reduction Plan Committee Report [H&S Code § 32155] – Judy Gallagher, CNO
 - Judy was pleased to report there was only one medication error made in March.
 - This continues to improve with more safeguards in place and continued training.
 - 2. Quality Assurance Performance Improvement Committee Report [H&S Code § 32155] – Kristi Rees, Data Coordinator – (October, January, April, July) – **Postponed until May due to staff vacation**

K. Administrator's Report – Matt Rees, CEO

1. Department Updates
 - Matt said he had a good trip to Washington D.C. and met with legislators regarding the Rural Hospital Bill.
 - The California Hospital Association (CHA) predicts it will cost between \$144 billion and \$300 billion for hospitals to bring their facilities up to the seismic retrofits required. And, these are unfunded mandates by the state.
 - Matt also discussed the possibility of a new proposal to build the new hospital.
 - CHA is also talking about a global payment system where we would be issued a set payment amount each year according to our estimated revenue. Then, adjustments would be made the following year depending on revenue amounts.
2. Strategic Plan Update
 - Rob Eskridge from Growth Management Center was there to present the updated Strategic Plan (SP).
 - Matt explained how the SP is being revamped from the standpoint of the "patient's voice," instead of various departments submitting ideas.
 - Rob said it is important to let the public know what services we offer and that they can come to us for all the healthcare needs.
 - Matt discussed the Blue Zone, which emphasizes healthier living and will keep statistics of how the population is doing.

Motion: Katie McGuire made a motion to accept the Strategic Plan with the amended changes agreed to by the board.

Second: Alison Rivas

Ayes: David Ordoñez, Jessica Willis, Alison Rivas and Katie McGuire

Noes: None

Absent: Corinne Stromstad

Motion carried.

3. Community Needs Assessment
 - Matt suggested to the board we use the Strategic Plan as our Needs Assessment this time, which would work as our legal requirement.
 - The board agreed we still need some sort of way to see what the public is wanting from the District.

L. Old Business – none

M. New Business

1. Approval of **Resolution 19:05** Policy and Procedures – Packet “A,”

Motion: Katie McGuire made a motion to approve **Resolution 19:05** Policy and Procedures.

Second: Jessica Willis

Ayes: David Ordoñez, Jessica Willis, Alison Rivas and Katie McGuire

Noes: None

Absent: Corinne Stromstad

Motion carried by roll call.

N. Next Meeting Thursday, May 30, 2019

1. QAPI Meeting Tuesday, May 14, 2019 at 10:00 a.m.
 - David Ordoñez agreed to attend.
2. Med Staff Meeting Wednesday, May 15, 2019, at 12:00 p.m.
 - Alison Rivas agreed to attend.

O. Meeting Evaluation – no comment

P. Parking Lot Items

1. Training needs for board members
 - David Ordoñez said he and Jessica Willis attended Legislature Days in Sacramento and had some good meetings.
 - They met with Assemblymember Jim Woods’ representative and Senator Mike McGuire came out of a committee meeting to meet with them where they received a lot of very valuable information.
2. Community Needs Assessment

Q. Adjourn to Closed Session at 3:46 p.m.

R. Closed Session

1. Approval of Previous Closed Session Minutes
 - a. Closed Session Special Governing Board Meeting March 28, 2019
 - b. Closed Session Governing Board Meeting March 28, 2019
2. Quality/Risk Management Report [H&S Code § 32155] – Judy Gallagher, CNO – see enclosed written report
3. Quality Assurance Performance Improvement Committee Report [H&S Code § 32155] – Kristen Rees, Data Coordinator – (October, January, April, July) – **Postponed until May due to staff vacation**
4. Medical Staff Appointments/Reappointments [Gov. Code § 54957]
Approval of **Resolution 19:06**
Laiaindrea Stewart – Associate – Diagnostic Teleradiology – 06/01/19 – 06/31/215.
5. Confidential Correspondence to the Board - none
6. Next Meeting May 30, 2019
7. Board recruitment

S. Adjourned Closed Session at 4:30 p.m.

T. Resumed Open Session at 4:31 p.m.

U. Actions Taken

1. Approval of Resolution 19:06 reappointment of Laiaindrea Stewart, MD – Associate – Diagnostic Teleradiology – 03/30/19 – 03/29/21

V. Adjourned at 4:32 p.m.

Submitted by Governing Board Clerk, Susan Gardner