

## Governing Board

**Date:** Thursday, July 25, 2019  
**Time:** 1:30 p.m.  
**Location:** Sprowel Creek Campus, Garberville

## Minutes

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

**Also Present:** Kristen Rees, Matt Rees, Paul Eves, Kelley Metcalf, Keith Easthouse, and Susan Gardner

- A. Call to Order – Board president Corinne Stromstad called the meeting to order at 1:33 p.m.
- B. Public Comment - none
- C. Board Member Comments
- D. Announcements - none
- E. Consent Agenda

1. Approval of Previous Meeting Minutes and Consent Agenda

- a. Governing Board Meeting Thursday, June 27, 2019

**Motion:** Katie McGuire moved to approve the Consent Agenda and the Previous Minutes as submitted.

Second: David Ordoñez

Ayes: David Ordoñez, Jessica Willis, Corinne Stromstad and Katie McGuire

Noes: None

Absent: Alison Rivas

**Motion carried.**

- F. Family Resource Center – (August, November, February, May) - Amy Terrones
- G. Foundation Report – CEO Matt Rees
  - CEO Matt Rees announced there will be a donor meeting on August 15 at the Sprowel Creek Campus.
  - He is meeting regularly with Outreach Coordinator Chelsea Brown and Outreach/Foundation Clerk Connie Paul.
- H. Finance Report – Corinne Stromstad, Katie McGuire, Paul Eves, and Matt Rees
  1. June 2019 – Paul Eves
    - Paul went over the June financials.
    - He announced we did 78 CT scans in June and it's a good feeling to know the machine is paid off.

**Motion:** Jessica Willis moved to approve the Financials for June 2019.

Second: Katie McGuire

Ayes: David Ordoñez, Jessica Willis, Corinne Stromstad and Katie McGuire

Noes: None

Absent: Alison Rivas

**Motion carried.**

2. PFS/HRG reports – June 2019 – Jennifer Melvoen
  - Matt Rees went over the submitted reports.
  - The denials were up for June, but Matt explained these are not the actual denials, but have various issues and have not been billed out yet. HRG is working on the problems before they are submitted.
- I. Chief Nursing Officer's Report – CNO Judy Gallagher
  - Quality Data Coordinator Kristen Rees went over the written reports in Judy's absence.
    1. Quality/Risk Management Report/ Medication Error Reduction Plan Committee [H&S Code § 32155] – Judy Gallagher, CNO – see enclosed written report
    2. Quality Assurance Performance Improvement Committee Report [H&S Code § 32155] – Kristen Rees, Data Coordinator – (Oct., Jan., April, July)
      - Kristen presented her detailed written report, which the board commented on as being very thorough and detail oriented.
- J. Administrator's Report – Matt Rees, CEO
  - Matt reported work continues on the Senior Life Solutions project.
  - They now have internet access and EVS is going over there Monday, Wednesday and Friday each week.
  - Security is checking the facility at night and the grass is being mowed.
  - All department at SoHum Health are doing well.
  - The issues with Howard Memorial and our lab are being worked out.
  - PFS is hiring two new registration employees and is still waiting for the new ER area to be finished.
  - We have a new x-ray machine and both of them are being updated to Windows 10.
  - The new ultrasound machine is being ordered.
  - We are working on a carpooling schedule for more employees to participate in.
  - We now have three vehicles which can be used by the visiting nurse, for business travel, patient medical appointments, equipment transportation and carpooling.
  - Administration and the Finance Committee members agreed to give all staff a \$1.00 per hour raise effective on the August 16 paychecks.
  - Board members David Ordoñez and Jessica Willis asked for more clarification regarding the ratification of pay raises. CEO Matt Rees and Board Clerk Susan Gardner will research the policy and report to the board.
  1. Department Updates - none
- K. Old Business – none
- L. New Business
  1. Approval of **Resolution 19:10** Policy and Procedures – Packet "A"

**Motion:** Jessica Willis made a motion to approve **Resolution 19:10** Policy and Procedures.

Second: Katie McGuire

Ayes: David Ordoñez, Jessica Willis, Corinne Stromstad and Katie McGuire.

Noes: None

Absent: Alison Rivas

**Motion carried by roll call.**

2. JPA Report and consideration to meet annually.
  - Corinne Stromstad and Katie McGuire attended the last meeting by conference call.
  - It was agreed to meet annually due to a lack of funding and projects.
  - The JPA cancelled the DNO insurance, but all our board members are still covered under our policy.
- M. Meeting Evaluation
  - Everyone agreed the training provided by Quality Data Coordinator Kristen Rees before the board meeting was excellent and they would like to see more of this kind of participation.
- N. Next Meeting Thursday, August 22, 2019 at the Sprowel Creek Campus
  - There will be no Finance Committee meeting in August.
  - The board will meet a week earlier in August due to staff and board members being out of town the fourth Thursday of the month.
  1. QAPI Meeting Tuesday, August 13, 2019 at 10:00 a.m.
    - Corinne Stromstad agreed to attend.
  2. Med Staff Meeting Wednesday, August 14, 2019, at 1:00 p.m.
    - Katie McGuire agreed to attend.
- O. Adjourn to Closed Session at 2:43 p.m.
- P. Closed Session
  1. Approval of Previous Closed Session Minutes
    - a. Closed Session Governing Board Meeting June 25, 2019
  2. Medical Staff Appointments/Reappointments [Gov. Code § 54957]

**Approval of Resolution 19:11**

    - a. Carl Hsu, MD – Associate – Emergency Room/Inpatient Medicine – 07/01/19 – 06/30/21
    - b. Seth Einterz, MD – Provisional Associate – Family Medicine/Hospitalist/Emergency Room – 07/25/19 – 07/24/21
    - c. Mukesh Sanghadia, MD – Provisional Associate – Psychiatry for Senior Life Solutions – 07/25/19 – 07/24/21
  3. Next Meeting August 22, 2019 at the Sprowel Creek Campus.
- Q. Adjourned Closed Session at 3:00 p.m.
- R. Resumed Open Session at 3:01 p.m.

Reportable actions included:

**Motion:** Jessica Willis moved to approve **Resolution 19:11**, the appointment

of Carl Hsu, MD; Seth Einterz, MD; and Mukesh Sanghadia, MD.

Second: Katie McGuire

Ayes: Katie McGuire, David Ordoñez, Corinne Stromstad and Jessica Willis

Noes: None

Absent: Alison Rivas

**Motion carried by roll call.**

S. Adjourned at 3:02 p.m.