

## Governing Board

**Date:** Thursday, February 27, 2020  
**Time:** 1:30 p.m.  
**Location:** Sprowel Creek Campus, Garberville  
**Facilitator:** Board President Corinne Stromstad

## Minutes

**Governing Board Present:** Corinne Stromstad, David Ordoñez, and Katie McGuire

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

**Absent:** Board members Alison Rivas and Jessica Willis

- A. Call to Order – Board president Corinne Stromstad called the meeting to order at 1:35 p.m.
- B. Public Comment - none
- C. Board Member Comments
  - Katie McGuire said there will be a report on the Legislative Days at next month's board meeting. Katie, David Ordoñez, and Jessica Willis attended.
  - Katie also suggested clarification of acronyms be stated at the board meetings in order for everyone present to understand their meanings.
- D. Announcements - none
- E. Consent Agenda
  1. Approval of Previous Meeting Minutes and Consent Agenda
    - a. Governing Board Meeting Thursday, January 30, 2020

**Motion:** Katie McGuire moved to approve the Consent Agenda and the Previous Minutes as submitted.  
Second: David Ordoñez  
Ayes: David Ordoñez, Corinne Stromstad, and Katie McGuire  
Noes: None  
Absent: Alison Rivas and Jessica Willis  
**Motion carried.**
- F. Correspondence, Suggestions or Written Comments to the Board - none
- G. Finance Report – Corinne Stromstad, Katie McGuire, Paul Eves, and Matt Rees
  1. January 2020 Finances – Paul Eves, CFO
    - Paul Eves went over the finance report, which shows we will very soon have zero long-term debt. He remarked that in the past 10 years, 124 hospitals have closed with another 453 in jeopardy.

**Motion:** David Ordoñez moved to approve the Financials for January 2020.  
Second: Katie McGuire  
Ayes: David Ordoñez, Corinne Stromstad, and Katie McGuire  
Noes: None  
Absent: Alison Rivas and Jessica Willis  
**Motion carried.**

2. PFS/HRG reports – January 2020 – Jennifer Melvoen - absent
    - CEO Matt Rees went over the PFS and HRG reports.
- H. Chief Nursing Officer’s Report – CNO Judy Gallagher – absent – report in packet
1. Quality Risk Report – Judy Gallagher, CNO
  2. Medication Error Reduction Plan – Judy Gallagher, CNO – absent – report in packet
  3. Quality Assurance Performance Improvement Committee Report [H&S Code § 32155]–Kristen Rees, Data Coordinator – (Oct., Jan., April, July)
  4. Patient and Family Advisory Council (PFAC) Changes – Kristen Rees, Manager of Quality
    - Kristen made the following statements regarding the PFAC
      - a. We should not have a minimum of five members.
      - b. The providers have suggested we open it up to the public at the beginning.
      - c. Board member David Ordoñez suggested using all media for advertising.
      - d. The project coordinator should be part of the interview process.
      - e. Kristen asked the board if there is a timeline for completion. The board agreed it was at Kristen’s discretion, as there is a lot of work to be completed.
- I. Administrator’s Report – Matt Rees, CEO
- CEO Matt Rees gave a quick report about the supplies he and his family recently took to Roatán to donate. He said they had four checked bags and trash bags full of items for community members.
  - He announced he did a radio show on KMUD on February 7 and will do another one on March 27.
  - Growth Management Center (GMC) will be here on Wed., Feb. 26 and Thurs., Feb. 27.
  - Home visits are up with our visiting nurse program.
  - We are still working on satellite clinics.
  - If anyone has a billing question please come in to the business office and talk to Jennifer Melvoen.
  - Work continues on our patient portal and updated discharge instructions for clinic patients.
  - We need a better method for accessing lab and x-ray results.
  - The clinic is looking at extending their hours.
  - Foundation revenue is up 20% from the past years.
  - We are in the middle of our fifth year of the PRIME project, which is changing to the Quality Improvement Project (QIP). The governing has said they withhold payment for two years.
  - The District Hospital Leadership Forum (DHLF) is representing rural hospitals in the new QIP, where the reporting requirements are more stringent.
  - Intergovernmental Transfers (IGTs) are always in question and the federal governing can change the reimbursements at any time.
  - CMS rates will probably change and we will be required to pay back a certain amount.
  - This coming Saturday, March 29, the administrative team will be serving pizza to weekend staff during the evening shift to allow them to meet with admin and ask questions or make suggestions.
  - The new ED registration room is almost ready and plans are to start moving in next week.
  - The plans for the upgrades to the Sprowel Creek Campus have been turned in to the county and hopefully things will move along to allow Senior Life Solutions (SLS) to move to their permanent location.
  - The new website is up for SLS and they had two inquiries the first week.
1. Human Resources Quarterly Report – (April, July, October) - Hunter Lehnert
- J. Old Business - none

K. New Business

1. Approval of **Resolution 20:03**

- Policies and Procedures Packet "A" February 27, 2020

**Motion:** David Ordoñez made a motion to approve **Resolution 20:03** Policy and Procedures.

Second: Katie McGuire

Ayes: David Ordoñez, Corinne Stromstad, and Katie McGuire

Noes: None

Absent: Alison Rivas and Jessica Willis

**Motion carried by roll call.**

2. Governing Board retreat

- The board would like to plan a retreat to brainstorm about succession planning and other subjects.
- More research is needed regarding board retreats and the Brown Act.
- Matt suggested possibly going out to Shelter Cove and having a California Hospital Association (CHA) facilitator attend.

3. Community Health Worker (CHW) as discussed by the Joint Board Meeting Committee, which met on Monday, February 10, 2020.

- Katie McGuire reported on the committee meeting regarding the possible hiring of a CHW.
- Dr. Seth Einterz suggested one quality metric such as hypertension or smoking cessation.
- GMC's Rob Eskridge recommended a CHW visit to be followed by a visiting nurse visit.
- Amy Terrones from the Family Resource Center (FRC) said the CHW could be based out of the FRC and Redwoods Rural Health Center would like a liaison between behavioral health and their clinic.
- Matt Rees said CHWs could help people get to the right services.
- COO Kent Scown suggested using fire personnel or EMTs as CHWs. They know the neighborhoods and who lives where better than anyone.
- A caseworker in the hospital will bring in more swing bed patients and out to other facilities once their Medicare benefits are exhausted.
- The CHW will work outside the facility to assist members of our very rural communities.
- Kristen Rees stated there is \$50,000 available for a substance abuse navigator who may be able to work with a CHW.

L. Meeting Evaluation - none

M. Parking Lot

1. Moving towards a smoke free campus
2. Governing board retreat

N. Next Meeting Tuesday, March 24, 2020

1. The Finance Committee will meet at noon on Tuesday, March 24, followed by the governing board meeting at 1:00 p.m. due to participants being out of town on the regular meeting day of Thursday, March 26.
2. QAPI Meeting Tuesday, March 10, 2020 at 2:30 p.m. – Katie McGuire
3. Med Staff Meeting Wednesday, March 18, 2020 at 1:00 p.m. – Corinne Stromstad

O. Adjourn to Closed Session at 3:30 p.m.

P. Closed Session opened at 3:31 p.m.

1. Approval of Previous Closed Session Minutes
  - a. Closed Session Governing Board Meeting Thursday, January 30, 2020

2. Medical Staff Appointments/Reappointments [Gov. Code § 54957] - none
  3. Next Meeting Tuesday, March 24, 2020
- Q. Adjourned Closed Session at 3:33 p.m.
- R. Resumed Open Session at 3:34 p.m.
- No action was taken during closed session.
- U. Adjourned Open Session at 3:35 p.m.

*Submitted by Susan Gardner*