

Governing Board

Date: Thursday, June 25, 2020

Time: 1:30 p.m.

Location: Via Zoom Conferencing

Facilitator: Board President, Corinne Stromstad

Minutes

Special Note: Due to COVID 19 this meeting was held via teleconference.

The following people attended via Zoom:

Governing Board: Corinne Stromstad, David Ordoñez, Katie McGuire, Jessica Willis and Alison Rivas

Also: Paul Eves, Judy Gallagher, Matt Rees, Susan Gardner, Kristen Rees, Hunter Lehnert, Chelsea Brown, Kent Scown, Barb Truitt and Keith Easthouse

- A. Call to Order – Board president Corinne Stromstad was having connection issues. Vice-President David Ordoñez opened the meeting at 1:40 p.m. Corinne Stromstad joined the meeting during the board member comments.
- B. Public Comment – none
- C. Board Member Comments
 - Vice-President David Ordoñez read an email received by Mike Thompson on Wednesday, June 24, 2020.

Dear Members of the Board,
I have reviewed the minutes from the May 28, 2020 meeting. I would like to address a few items.

 1. The Board has improved on providing information on agenda items.
 2. Your inclusion of the votes on open agenda items is appreciated.
 3. Section P, number 3, under closed session, does not have a closed session exception code as required by the Brown Act.
 4. The vote for items in closed session need to be published in the minutes.
 5. The Brown Act does not require Item R, number 1, to be published because negotiations are still underway. By publishing the parameters of your offer you, will give your position away thereby making negotiations difficult. If the seller knows your upper limit, why would they offer less? It is my understanding that you may keep your offer or bargaining position private until an agreement is reached. I just want to see the district pay as little as possible.

I would like this letter to be included in the June 25th meeting. The reason this communication is late is because I did not receive the minutes until June 23rd.

Regards,
Michael Thompson

Governing Board Clerk Susan Gardner replied to the board that the May 28 minutes were available to the public on the district's website www.shchd.org on June 15. Mr.

Thompson could have accessed them then and had his email submitted by the deadline and included in the board packet as correspondence to the board.

- President Corinne Stromstad said she and David Ordoñez would be reviewing the District's Organizational Chart in the next few weeks.

D. Announcements

- Governing Board Clerk announced she would be unavailable starting Friday, June 26 through Sunday, July 5, 2020.

E. Consent Agenda

1. Approval of Previous Meeting Minutes and Consent Agenda

a. Governing Board Meeting Thursday, May 28, 2020

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

Second: David Ordoñez

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

Noes: None

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. May 2020 Finances – CFO Paul Eves

- Paul Eves went over the financial statements commenting we are in exceptionally good financial shape and our balance sheet is very strong.

Motion: David Ordoñez moved to approve the Financials as submitted for May 2020.

Second: Jessica Willis

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

Noes: None

Motion carried.

2. PFS/HRG reports – May 2020 - Jennifer Melvoen – absent (see separate printout)

- CEO Matt Rees went over the PFS and HRG reports.
- Our uncoded and not billed is now at 9.1 days.
- Rees said HRG is working on cleaning up our bad debt, which Ordoñez was concerned about. He said we will never see that money and why aren't these going to collections?
- Rees explained they are being sent to collections with the industry trend increasing in bad debt due to a large number of people being out of work and this will probably continue.

H. Chief Nursing Officer's Reports – Judy Gallagher

- We continue to have travelers in nursing.
- We have a new interim acute/ED nurse manager, Misty Sakala. She has signed a contract for 13 weeks with a possibility of an extension.
- Skilled Nursing is fully staff with one empty bed. SNF manager Chery Wik is interviewing new

people.

- Cheryl has put together a CDPH program for visiting family members in the SNF. We are limiting visits to one hour and asking everyone to maintain social distancing.
- We were mandated to do baseline COVID testing for our residents and all nursing staff. We will be going forward with further testing.
- We are receiving more referrals now that elective surgeries are taking place.
- We currently have two swing-bed Medicare patients.
- We are still seeing our wound-vac patients as outpatients.
- We have a new lab manager, Adam Summers, who will be starting soon.
- SLS continues to be on hold for now.
- The clinic providers met and decided we will continue to have just two providers on duty at a time in the facility, especially with the recent rise in COVID cases in the county. Patients can also schedule telehealth visits if they do not feel comfortable coming in to the facility.
- Various departments are working on new quality measures to track.
- Infection Preventionist Chris Hammond worked with Judy to complete the COVID mitigation plan in preparation for any COVID patients.
- Chris met with COO Kent Scown to set up the protocols for dedicated isolation rooms and barriers. Kent has ordered two new Hepa filtration units to add to the two we currently have.
- We have not had any COVID positive patients here at our facility yet, but with all the moving around people are now doing there is a possibility we will.
- Construction will begin on our Pyxis project very soon. Ordoñez asked for an explanation of the system. Judy said it is a closed medication system indicating who removed the medication, the time, date and which patient it was given to. All medications are tracked electronically.
- Ordoñez asked if any of the nine new COVID patients went through our facility. Judy said no. They were all on one marijuana farm. The Health Department has required all marijuana farm workers to be quarantined for 14 days before leaving to come to town.

1. Quality Assurance Performance Improvement Committee Report [H&S Code § 32155]–
Kristen Rees, Manager Quality – (Jan., April, July, Oct.)

I. Administrator’s Report – Matt Rees, CEO

- Work continues at the Sprowel Creek Campus. The old bathrooms at the Playhouse have been gutted and are being remodeled.
- A new brochure is going out soon.
- We are currently working on an event sometime in October. However, not knowing about the COVID issues we have not ironed things out yet.
- We are in excellent financial shape and we will be putting together the application for the USDA loan to build the new hospital and to pay for some of the retrofitting required on the existing building. The interest rates are very low right now, which we want to take advantage of.
- Kristen Rees also said we should be able to qualify for various grants that are available.

J. Old Business

1. Naming Opportunities at the new facility – Matt Rees
 - We have the revised Naming Opportunities flyer and Matt would like to get the board’s feedback.
 - Katie asked if the Madrone level would be for the new housing on the Locust property. Matt said yes it would.

K. New Business

1. Approval of **Resolution 20:10**
 - Policies and Procedures Packet “A” June 25, 2020
 - The board would like the changes to be highlighted as they are in this packet.
Motion: Katie McGuire moved to approve **Resolution 20:10** Policies and Procedures Packet “A.”

Second: Jessica Willis

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

Noes: None

Motion carried by roll call.

2. Approval of 2020 Multi-County Agency Biennial Notice for Conflicts of Interest Codes – Local Agencies

Motion: Jessica Willis moved to approve the 2020 Multi-County Agency Biennial Notice for Conflicts of Interest Codes for Local Agencies.

Second: Alison Rivas

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

Noes: None

Motion carried by roll call.

3. Approval of operating and capital budgets for 2020-2021
 - David Ordoñez questioned whether they were being required to approve this today without having time to go over it more carefully.
 - Alison Rivas said she would like to see the current year vs the new budget and Jessica Willis agreed.
 - CFO Paul Eves said if we had not had COVID we would have reached \$16mil in revenues this year.
 - Ordoñez suggested and the board agreed to table this until next month's meeting on Thursday, July 30.

L. Meeting Evaluation

- A few of the board members had internet connection issues before and during the meeting.

M. Parking Lot

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

N. Next Meeting Thursday, July 30, 2020

1. QAPI Meeting Tuesday, July 14, 2020 at 2:30 p.m. – David Ordoñez agreed to attend the QAPI meeting.
2. Med Staff Meeting Wednesday, July 1 2020, at 1:00 p.m. – CANCELLED

O. Adjourn to Closed Session – 2:50 p.m.

P. Closed Session opened at 3:00 p.m.

1. Approval of Previous Closed Session Minutes
 - a. Closed Session Special Governing Board Meeting Thursday, May 28, 2020
2. Quality/Risk Management Report [H&S Code § 32155] – Judy Gallagher, CNO
3. Medication Error Reduction Plan Committee Report [H&S Code § 32155] – Judy Gallagher, CNO

4. Medical Staff Appointments/Reappointments [Gov. Code § 54957]

Approval of Resolution 20:11

- a. Nicholas Max Harding-Jackson, MD – Provisional Associate – Anatomical and Clinical Pathology – 06/25/2020 – 06/24/2022

5. Report from Property Negotiations Team [Gov. Code § 54956.8]

- a. APN 032-051-020
Owner: Vocality Credit Union, Garberville, CA

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

7. Next Meeting Thursday, July 30, 2020

Q. Adjourned Closed Session at 3:30 p.m.

R. Resumed Open Session at 3:31 p.m.

1. The following items were reported at closed session:

- b. Approval of **Resolution 20:11**, the medical appointment of Nicholas Max Harding-Jackson, MD – Provisional Associate – Anatomical and Clinical Pathology – 06/25/2020 – 06/24/2022

Motion: Jessica Willis moved to approve **Resolution 20:11**, the appointment of Nicholas Max Harding-Jackson, MD – Provisional Associate – Anatomical and Clinical Pathology – 06/25/2020 – 06/24/2022

Second: Katie McGuire

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

Noes: None

Motion carried by roll call.

- The board instructed the negotiating team to offer Vocality credit union \$175,000 for the Locust Street property, APN 032-051-020.

S. Adjourned Open Session at 3:34 p.m.