

## Governing Board

**Date:** Thursday, August 26, 2021  
**Time:** 1:30 p.m.  
**Location:** Sprowel Creek Campus and Via Zoom Conferencing  
**Facilitator:** Board President, Corinne Stromstad

## Agenda

Time*	Page	Item
1:30 p.m.		A. Call to Order
		B. Public Comment See below for Public Comment Guidelines
1:35 p.m.		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.
1:40 p.m.		D. Announcements
1:45 p.m.	1-10	E. Consent Agenda <ul style="list-style-type: none"> <li>1. Approval of Agenda</li> <li>2. Approval of Previous Meeting Minutes <ul style="list-style-type: none"> <li>a. Governing Board Meeting Wednesday, July 28, 2021</li> <li>b. Special Governing Board Meeting Thursday, August 12, 2021</li> </ul> </li> </ul>
1:50 p.m.		F. Correspondence, Suggestions or Written Comments to the Board – None
2:00 p.m.		G. Finance Report – Corinne Stromstad, Paul Eves and Matt Rees
	11-14 15	1. July, 2021 Finances - Paul Eves 2. PFS report/Provider Printout – July, 2021 – Marie Brown/Remy Quinn – see separate report <ul style="list-style-type: none"> <li>• HRG report –Remy Quinn – See report</li> </ul>
	16-18	H. Chief Nursing Officer’s Report – Judy Gallagher

- I. Quality Assurance Performance Improvement Committee Report [H&S Code § 32155]–Kristen Rees, Manager Quality – (Jan., April, July, Oct.)
  
- 2:30 p.m. J. Administrator’s Report – Matt Rees
  - 1. Human Resources Quarterly Report – Jennifer Baskin (Jan., April, July, Oct.)
  - 19-22 2. **Foundation Report – Chelsea Brown - (May, Aug., Nov., Feb.)**
  - 3. Strategic Plan Spotlight - none
  
- K. Old Business – none
  
- 3:00 p.m. L. New Business
  - 1. Policies and Procedures – see separate Packets “A” and “B”
    - a. Resolution 21:09 dated 7/29/21 – resolution number corrected to 21:11
    - b. Resolution 21:12 – See Packets “A” and “B”
  - 2. Approval of \$50,000 for architecture design fees for 291 Sprowel Creek Rd (Scher Campus)
  - 3. Committees:
    - a. Finance: Corinne and Katie
    - b. Board Policy & Bylaws: Corinne and (vacant)
    - c. New Facility Advisory Committee: (vacant)
    - d. Community Outreach Committee: Jessica Willis and (vacant)
  
- M. Meeting Evaluation
  
- N. Parking Lot
  - 1. Governing Board retreat
  
- O. Next Meeting Thursday, September 30, 2021
  - 1. QAPI Meeting Wednesday, October 13, 2021 at 1:30 p.m.
  - 2. Med Staff Meeting Wednesday, September 15, 2021 at 1:00 p.m.
  
- P. Adjourn to Closed Session
  
- Q. Closed Session

1. Approval of Previous Closed Session Minutes
  - a. Closed Session Governing Board Meeting July 28, 2021
2. Compliance and Risk Report [H&S Code § 32155] – Kristen Rees, MPH, CPHQ
3. Clinic Service Review [H&S Code § 32155] – Judy Gallagher, CNO
4. Medication Safety Committee Report [H&S Code § 32155] – Judy Gallagher CNO
5. Medical Staff Appointments/Reappointments [Gov. Code § 54957]
  - a. Christian Ingui, MD, Associate for Reappointment, Diagnostic Teleradiology, 09/01/2021 – 08/30/2023
6. Personnel matter – Chief Quality and Compliance Officer evaluation – pursuant to Government Code § 54957
7. Next Meeting Thursday, September 30, 2021

R. Adjourn Closed Session

S. Resumed Open Session

T. Adjourned

### Abbreviations

<i>ACHD</i>	Association of California Healthcare Districts	<i>ACLS</i>	Advanced Cardiac Life Support Certification
<i>AR</i>	Accounts Receivable	<i>BLS</i>	Basic Life Support Certification
<i>CAIR</i>	California Immunization Registry	<i>CEO</i>	Chief Executive Officer
<i>CFO</i>	Chief Financial Officer	<i>CMS</i>	Centers for Medicare and Medicaid Services
<i>CNO</i>	Chief Nursing Officer	<i>COO</i>	Chief Operating Officer
<i>CPHQ</i>	Certified Professional in Healthcare Quality	<i>COO</i>	Chief Quality Officer
<i>EMR</i>	Electronic medical record	<i>ER</i>	Emergency Room
<i>FTE</i>	Full Time Equivalent/Full Time Employee	<i>HIM</i>	Health Information Management
<i>HRG</i>	Healthcare Resource Group	<i>HVAC</i>	Heating, Ventilation and Air Conditioning system
<i>IGT</i>	Intergovernmental transfer	<i>IT</i>	Information Technology
<i>JPCH</i>	Jerold Phelps Community Hospital	<i>LCSW</i>	Licensed Clinical Social Worker
<i>LVN</i>	Licensed Vocational Nurse	<i>MPH</i>	Master of Public Health
<i>OBS</i>	Observation	<i>PALS</i>	Pediatric Advanced Life Support Certification
<i>PFS</i>	Patient Financial Services	<i>OAPI</i>	Quality Assurance Performance Improvement
<i>QIP</i>	Quality Improvement Project/Program	<i>RN</i>	Registered Nurse
<i>SHCC</i>	Southern Humboldt Community Clinic	<i>SHCHD</i>	Southern Humboldt Community Healthcare District
<i>SNF</i>	Skilled Nursing Facility	<i>SWG</i>	Swing beds
<i>DO</i>	Doctor of Osteopathic Medicine		

**PUBLIC COMMENT ON MATTERS NOT ON THE MEETING AGENDA:** Members of the public are welcome to address the Board on items not listed on the agenda and within the jurisdiction of the Board of Directors. The Board is prohibited by law from taking action on matters not on the agenda, but may ask questions to clarify the speaker's comment and/or briefly answer questions. The Board limits testimony on matters not on the agenda to three minutes per person and not more than ten minutes for a particular subject, at the discretion of the Chair of the Board.

**PUBLIC COMMENT ON MATTERS THAT ARE ON THE AGENDA:** Individuals wishing to address the Board regarding items on the agenda may do so after the Board has completed their initial discussion of the item and before the matter is voted on, so that the Board may have the benefit of these comments before making

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their decision. Please remember that it is the Board's responsibility to discuss matters thoroughly amongst themselves and that, because of Brown Act constraints, the Board meeting is their only opportunity to do so.

**OTHER OPPORTUNITIES FOR PUBLIC COMMENT:** Members of the public are encouraged to submit written comments to the Board at any time by writing to SHCHD Board of Directors, 733 Cedar Street, Garberville, CA 95542. Writers who identify themselves may, at their discretion, ask that their comments be shared publicly. All other comments shall be kept confidential to the Board and appropriate staff.

**IN COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT,** if you require special accommodations to participate in a District meeting, please contact the District Clerk at 707-923-3921, ext. 276 at least 48 hours prior to the meeting." *\*Times are estimated*

*Revision Posted Wednesday, August 24, 2021*