



SoHum Health

Southern Humboldt Community Healthcare District

GOVERNING BOARD MEETING

December 1, 2022
2:00 p.m.

***(In person and Via Webex
Conferencing)***

**Sprowel Creek Campus, Rm 106
286 Sprowel Creek Road
Garberville, CA 95542**

Governing Board

Date: Thursday, December 1, 2022

Time: 2:00 p.m.

Location: Sprowel Creek Campus and Via Webex Conferencing

Facilitator: Board President, Corinne Stromstad

Link: <https://shchd.webex.com/shchd/j.php?MTID=mf53a45237217a4f29fd7a1da78171722>

Agenda

Time*	Page	Item
2:00 p.m.		A. Call to Order
		B. Public Comment See below for Public Comment Guidelines
2:05 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.
2:10 p.m.		D. Announcements
2:15 p.m.	1-17	E. Consent Agenda
		1. Approval of Agenda
		2. Approval of Previous Meeting Minutes
		a. Special Governing Board Meeting Minutes, October 25, 2022
		b. Special Governing Board Meeting Minutes, October 26, 2022
		c. Governing Board Meeting Minutes, October 27, 2022
		d. Special Governing Board Meeting Minutes, November 3, 2022
		e. Special Governing Board Meeting Minutes, November 14, 2022
		f. Special Governing Board Meeting Minutes, November 15, 2022
		g. Special Governing Board Meeting Minutes, November 22, 2022

3. Approval of Resolution 22:25 – Brown Act Amendment AB 361 Subsequent to Resolution 21:17 to provide a 30-day extension until December 31, 2022.

2:20 p.m.

F. Correspondence, Suggestions or Written Comments to the Board

2:30 p.m.

G. Finance Report – Corinne Stromstad, Barbara Truitt, Paul Eves and Matt Rees – **See separate Finance Packet**

1. Approval of October, 2022 Finances - Paul Eves
2. PFS report/Provider Printout – October, 2022 – Marie Brown/Remy Quinn
 - HRG report –Remy Quinn

H. Chief Nursing Officer’s Report – Adela Yanez, CNO (Mar, Jun, Sept, Dec)

I. Quality Assurance Performance Improvement Committee Report [H&S Code § 32155]– Kristen Rees, MPH, CPHQ, LSSBB, RHCEO, Chief Quality and Compliance Officer and Risk Manager– (Feb, May, Aug, Nov)

3:00 p.m.

18-19

J. Administrator’s Report –Matt Rees

1. Human Resources Quarterly Report – Kimberly Schiebelhut (Jan., April, July, Oct.)
2. **Foundation Report – Chelsea Brown – (May, Aug., Nov., Feb.)**
3. Strategic Plan Committee reports - Rivers
4. Committee reports – Barbara Truitt and Kevin Church

K. Old Business - none

4:15 p.m.

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L. New Business

1. Approval of the purchase of GovernWell resources
2. Approval of the Trustee Pledge – Meeting Code of Conduct
3. FRC and the senior meals grant
4. 2023 Board and Finance calendar

M. Meeting Evaluation

N. Parking Lot - None

O. Next Meetings

1. Medical Staff Committee - Policy Development, Wednesday, December 14, 2022, 11:00 a.m.
2. QAPI Meeting – TBD
3. Governing Board Meeting January 26, 2023 at 1:30 p.m.

P. Adjourn to Closed Session

Q. Closed Session

1. Approval of Previous Closed Session Minutes
 - a. Closed Session Governing Board Meeting October 27, 2022
 - b. Closed Session Special Governing Board Meeting, November 3, 2022
2. Compliance and Risk Report [H&S Code § 32155] – Kristen Rees, MPH, CPHQ, LSSBB, RHCEOC, Chief Quality and Compliance Officer and Risk Manager
3. Quarterly Clinic Service Review [H&S Code § 32155] – Adela Yanez, CNO (Mar, Jun, Sept, Dec)
4. Quarterly Patient Safety [H&S Code § 32155] – Adela Yanez, CNO (Jan, Apr, July, Oct)
5. Quarterly MERP Report [H&S Code § 32155] – Adela Yanez, CNO (Feb, May, Aug, Nov)
6. Medical Staff Appointments/Reappointments [Gov. Code § 54957] –
 - a. Daniel Lucas, MD, Reappointment to Associate for Diagnostic Radiology privileges, 12/01/2022 to 11/30/2024
 - b. Jason Lue, MD, Reappointment to Associate for Diagnostic Radiology privileges, 12/01/2022 to 11/30/2024
 - c. Jose Ospina, MD, Reappointment to Associate for Diagnostic Radiology privileges, 12/01/2022 to 11/30/2024
7. Next regular Meeting Thursday, January 26, 2023

R. Adjourn Closed Session

S. Resume Open Session

T. Adjourn

Abbreviations

<i>ACHD</i>	Association of California Healthcare Districts	<i>ACLS</i>	Advanced Cardiac Life Support Certification
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<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>COQ</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>QAPI</i>	Quality Assurance Performance Improvement
<i>OIP</i>	Quality Improvement Project/Program	<i>RN</i>	Registered Nurse
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<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 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. 1303 at least 48 hours prior to the meeting." *Times are estimated

Posted Wednesday, November 23, 2022

Governing Board – Special Meeting

Date: Tuesday, October 25, 2022
Time: 3:30 p.m.
Location: Sprowel Creek Campus and Webex
Facilitator: Corinne Stromstad, Board President

Minutes

Governing Board: Corinne Stromstad, Barbara Truitt, and Kevin Church by Webex

Not Present: Galen Latsko

Also present: Matt Rees, CEO and Todd Linden, GovernWell

- A. Called to order at 3:30 p.m.
- B. Public Comment –None
- C. Board Member Comments – none
- D. Announcements – None
- E. New Business – Governance Best Practice Workshop
- F. Adjourned at 5:32 p.m.



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Submitted by Karen Johnson

Governing Board – Special Meeting

Date: Wednesday, October 26, 2022
Time: 8:00 a.m.
Location: Sprowel Creek Campus and Webex
Facilitator: Corinne Stromstad, Board President

Minutes

Governing Board: Corinne Stromstad, Barbara Truitt, and Kevin Church by Webex

Not Present: Galen Latsko

Also present: Matt Rees, CEO and Todd Linden, GovernWell

- A. Called to order at 8:00 a.m.
- B. Public Comment –None
- C. Board Member Comments – none
- D. Announcements – None
- E. New Business – Governance Best Practice Workshop continued
- F. Adjourned at 2:10 p.m.



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Submitted by Karen Johnson

Governing Board

Date: Thursday, October 27, 2022
Time: 1:30 p.m.
Location: Sprowel Creek Campus and Via Webex Conferencing
Facilitator: Board President, Corinne Stromstad

Minutes

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

The following people attended at Sprowel Creek Campus and via Webex

Governing Board: Corinne Stromstad, Kevin Church, Galen Latsko (Webex) and Barbara Truitt.

Not Present: None

Also in person: CEO Matt Rees; Marie Brown, PFS Manager; Remy Quinn, HIM Manager, CNO Adela Yanez; Kimmy Schiebelhut, Interim HR Manager, CFO Paul Eves; and Karen Johnson, Board Clerk and Medical Staff Coordinator.

Also via Webex: Darrin Guerra, Administrative Assistant.

A. Call to Order – Board president Corinne Stromstad called the meeting to order at 1:30 p.m.

B. Public Comment - None

C. Board Member Comments

The Board members would like an update phone extension list, we need to set a new date to debrief the Administrative Team on the Governance training, and we need to plan the holiday staff lunch.

D. Announcements - None

E. Consent Agenda

1. Approval of Agenda

2. Approval of Previous Meeting Minutes
 - a. Governing Board Meeting Minutes, September 29, 2022
 - b. Special Governing Board Meeting Minutes, October 13, 2022

Motion: Kevin Church made a motion to approve the minutes, as described above.

Second: Barbara Truitt

Ayes: Corinne Stromstad, Kevin Church, Galen Latsko, and Barbara Truitt

Noes: None

Not Present: None

Motion carried

3. **Approval of Resolution 22:23** – Brown Act Amendment AB 361 Subsequent to Resolution 21:17 to provide a 30-day Extension until November 26, 2022 and other consent agenda items.

Motion: Kevin Church made a motion to approve the minutes, as described above.

Second: Barbara Truitt

Ayes: Corinne Stromstad, Kevin Church, Galen Latsko, and Barbara Truitt

Noes: None

Not Present: None

Motion carried.

F. Correspondence, Suggestions or Written Comments to the Board – None

G. Finance Report – Paul Eves

1. Approval of September, 2022 Finances - Paul Eves – see report
 - The pharmacy grossed \$245,000 for the month of September.
 - Humboldt County hasn't closed fiscal year 2021 yet, so the Humboldt County Property Tax account balance shown isn't accurate.
 - We received a letter from CMS regarding the balance of Medicare Accelerated Payments. We'll be paying it off this week.
 - We've had a significant increase in the number of employees since the beginning of the calendar year. We still have traveling nurses, who do not show up on the payroll figures. We're still working towards eliminating the need for traveling nurses and are working towards filling the positions with permanent employees.

Motion: Barbara Truitt moved to approve the Financials, submitted for September, 2022.

Second: Kevin Church

Ayes: Corinne Stromstad, Kevin Church, Galen Latsko, and Barbara Truitt

Noes: None

Not Present: None

Motion carried.

2. PFS report – September, 2022 –Marie Brown – See report

- a. HRG report – September, 2022 – Marie Brown– See report
- H. Chief Nursing Officer’s Reports – Adela Yanez, Interim CNO – See Report.
 - The Acute/ER Manager is expected to start in December.
- I. Quality Assurance Performance Improvement Committee Report [H&S Code § 32155]–Kristen Rees, MPH, CPHQ, LSSBB, RHCEOC, Chief Quality and Compliance Officer and Risk Manager – (Jan., April, July, Oct.) – Will report next month.
 - We had Healthcare Quality Week.
 - We’ve had a couple of grant opportunities recently.
 - We had a QIP audit recently which has taken a lot of time to complete. More information about the program coming soon.
- J. Administrator’s Report –Matt Rees, CEO - See “Board Update”

Employee turnover rate is 4.1%. FRC report was submitted. She’s no longer getting a grant she was receiving for delivery of senior meals, which was about \$1000 a month. This ended in September. Other resources are being looked at.

1. Human Resources Quarterly Report – Kimmy Schiebelhut (Jan., April, July, Oct.) - No Report.
2. Foundation Report – Chelsea Brown - (May, Aug., Nov., Feb.) - No Report
3. Strategic Plan – No Report
4. Committee Reports –Barbara Truitt and Kevin Church

The Governance training thru GovernWell was excellent and would like to have it annually. Additional training modules are available online.

K. Old Business – None

L. New Business

1. Policies and Procedures – Behavioral Health Manual and Policies – see separate packet. The Behavioral Health Manual is being sent back to Medical Staff Committee. The policies were approved previously.
2. Brown Act, AB 361, AB 2449 and SB 1100 – Discussion about remote meetings going forward – See separate packet. The Board would like a Special Board meeting scheduled with one of the attorneys for training. Ideally this will be before the December 1, 2022 Board meeting.

M. Meeting Evaluation – Good meeting

N. Parking Lot – None

O. Next Meetings

1. Medical Staff Committee - Policy Development, Wednesday, November 9, 2022, 11:00 a.m.
2. QAPI Meeting – TBD
3. Finance Committee will be held Tuesday, November 29, 2022 at 10:00 a.m.
4. Governing Board Meeting Thursday, December 1, 2022 at 2:00 p.m.

P. Adjourn to Closed Session at 2:57 p.m.

Q. Closed Session opened at 3:02 p.m.

1. Approval of Previous Closed Session Minutes
 - a. Closed Session Governing Board Meeting September 29, 2022
2. Compliance and Risk Report [H&S Code § 32155] – Kristen Rees, MPH, CPHQ, LSSGB, Chief Quality and Compliance Officer and Risk Manager
3. Clinic Service Review [H&S Code § 32155] – Adela Yanez, Interim CNO
4. Medication Error Reduction Plan Report [H&S Code § 32155] – Adela Yanez, Interim CNO
5. Medical Staff Appointments/Reappointments [Gov. Code § 54957]
 - a. David Wells, MD, Initial Appointment to Provisional Associate for Diagnostic Teleradiology privileges, 11/01/2022 to 10/31/2023.
 - b. Philip Scheel, MD, Change in status from Active to Courtesy effective 10/16/2022.
6. Personnel matter – Chief Quality and Compliance Officer Kristen Rees evaluation § 54957
7. Next Regular Meeting:
 - a. Governing Board Meeting, Thursday, December 1, 2022 at 2:00 p.m.

R. Adjourned Closed Session at 4:13 p.m.

S. Resumed Open Session at 4:13 p.m.

1. The following actions were taken at closed session

Motion: Barbara Truitt moved to approve the Previous closed session minutes of September 29, 2022.

Second: Kevin Church

Ayes: Galen Latsko, Barbara Truitt, Kevin Church and Corinne Stromstad

Noes: None

Not Present: None

Motion carried.

Motion: Barbara Truitt moved to approve Dr. David Wells’ Initial Appointments to Provisional Associate Status with Diagnostic Teleradiology privileges from November 1, 2022 to October 31, 2022.

Second: Kevin Church

Ayes: Galen Latsko, Barbara Truitt, Kevin Church and Corinne Stromstad

Noes: None

Not Present: None

Motion carried.

T. Adjourned Open Session at 4:13 p.m.

Submitted by Karen Johnson

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Special Governing Board Meeting

Date: Thursday, November 3, 2022
Time: 2:00 p.m.
Location: Sprowel Creek Campus and Webex
Facilitator: Corinne Stromstad, Board President

Minutes

Governing Board: Corinne Stromstad, Barbara Truitt, and Galen Latsko in person and Kevin Church by Webex

Not Present: None

Also present: Matt Rees, CEO, Kent Scown, COO, Paul Eves, CFO, Adela Yanez, CNO, Chelsea Brown and Heidi Holtermann, Community Outreach, Darrin Guerra, Administrative Assistant and Karen Johnson, Medical Staff Coordinator and Board Clerk

- A. Called to order at 2:00 p.m.
- B. Public Comment –None
- C. Board Member Comments

Trying to schedule vaccines through MyTurn was difficult. The clinic wouldn't allow it to be scheduled a different way.

- D. Announcements – None
- E. New Business

- 1. Identifying Negotiating Team and with whom the Negotiators may negotiate with on the following real properties:
 - a. 285 Sprowel Creek Rd, Garberville, CA, parcel number 032063007000
 - b. 887 Sunnybank Ln, Garberville, CA, parcel number 032063005000

Kent Scown, Matt Rees and Paul Eves will be the negotiating team to negotiate with Carol Scher of the Carol Scher Trust.



- 2. Discussion: Board Governance training – A Special Board meeting will be set up for later this month to discuss the training with the Administrative Team and try to include the Emerging Trends training by Todd Linden.
- 3. Approval of Resolution 22:24 - Brown Act Amendment AB 361 Subsequent to Resolution 21:17 to provide a 30-day extension until December 3, 2022

Motion: Barbara Truitt made a motion to adopt Resolution 22:24, as described above.

Second: Galen Latsko seconded the motion

Ayes: Corinne Stromstad, Barbara Truitt, Galen Latsko, and Kevin Church

Noes: None

Not Present: None

F. Adjourned to Closed Session at 2:26 p.m.

G. Closed Session opened at 2:26 p.m.

- 1. Conference with Real Property Negotiations for prices and terms of payments (§ 54956.8)
 - a. 285 Sprowel Creek Rd, Garberville, CA, parcel number 032063007000
 - b. 887 Sunnybank Ln, Garberville, CA, parcel number 032063005000

H. Adjourn Closed Session at 2:58 p.m.

I. Resume Open Session at 2:58 p.m.

J. Close Open Session 2:58 p.m.

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Submitted by Karen Johnson

Special Governing Board Meeting

Date: Monday, November 14, 2022
Time: 2:00 p.m.
Location: Sprowel Creek Campus and Webex
Facilitator: Corinne Stromstad, Board President

Minutes

Governing Board: Corinne Stromstad, Barbara Truitt, and Galen Latsko in person and Kevin Church by Webex

Not Present: None

Also present: Matt Rees, CEO, Kent Scown, COO, Paul Eves, CFO, and Karen Johnson, Medical Staff Coordinator and Board Clerk

Also present by Webex: Todd Linden, GovernWell, Adela Yanez, CNO and Kristen Rees, Chief Quality and Compliance Officer

A. Called to order at 2:00 p.m.

B. Public Comment –None

C. Board Member Comments

Auction was fabulous.

D. Announcements – None

E. New Business

1. Governance Training debriefing

- Currently, we're looking back 75% of the time (in the meetings) and 25% looking forward. The Board would like to turn that around, so we're looking forward 75% and looking back 25%. The Board would like:
 - reports to be submitted a week in advance.
 - to have the members sign a Trustee Pledge Code of Conduct.



- Other areas of interest will be discussed in the future.

2. Governance Training with Todd Linden, GovernWell – Emerging Trends – was provided.

F. Adjourned at 4:07 p.m.

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<i>PFS</i>	Patient Financial Services	<i>QAPI</i>	Quality Assurance Performance Improvement
<i>OIP</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		

Submitted by Karen Johnson

Special Governing Board Meeting

Date: Monday, November 15, 2022
Time: 10:00 a.m.
Location: Sprowel Creek Campus and Webex
Facilitator: Corinne Stromstad, Board President

Minutes

Governing Board: Corinne Stromstad, Barbara Truitt, and Galen Latsko and Kevin Church

Not Present: None

Also present: Matt Rees, CEO, and Karen Johnson, Medical Staff Coordinator and Board Clerk

Also present by Webex: Annie Branham, BB&K, Adela Yanez, CNO, and Heidi Holtermann

- A. Called to order at 10:00 a.m.
- B. Public Comment –None
- C. Board Member Comments – None
- D. Announcements – None
- E. New Business
 1. Brown Act Updates from Legal Counsel
 - Training was provided by legal counsel on The Brown Act, AB 361, AB 2446, SB 1100 and AB 2647.
- F. Adjourned at 11:03 a.m.



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>QAPI</i>	Quality Assurance Performance Improvement
<i>OIP</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		

Submitted by Karen Johnson

Special Governing Board Meeting

Date: Tuesday, November 22, 2022
Time: 2:00 p.m.
Location: Sprowel Creek Campus and Webex
Facilitator: Corinne Stromstad, Board President

Minutes

Governing Board: Corinne Stromstad, Barbara Truitt, and Kevin Church

Not Present: Galen Latsko

Also present: Karen Johnson, Medical Staff Coordinator and Board Clerk, and Darrin Guerra, Administrative Assistant

Also present by Webex: Adela Yanez, CNO, and Kent Scown, COO

- A. Called to order at 2:01 p.m.
- B. Public Comment –None
- C. Board Member Comments – Comment made about home health aids through Partnership Health Plan are needed.
- D. Announcements – None
- E. New Business

1. District Recommendations for Board Vacancy

Jay Sooter has expressed interest in being on the SHCHD Governing Board. Paperwork would need to be sent to the Humboldt County Elections prior to mid-December for a candidate's name to be added to this election cycle.

Motion: Barbara Truitt made a motion to approve Jay Sooter as a Governing Board member, as described above.

Second: Kevin Church seconded the motion

Ayes: Corinne Stromstad, Barbara Truitt, and Kevin Church



Noes: None
Not Present: Galen Latsko

F. Adjourned at 2:06 p.m.

Abbreviations

<i>ACHD</i>	Association of California Healthcare Districts	<i>ACLS</i>	Advanced Cardiac Life Support Certification
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<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
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Submitted by Karen Johnson

District Board Report

Submitted by Chelsea Brown
November 22, 2022



SoHum Health
FOUNDATION

Foundation Report:

- The Benbow Wine Auction on Saturday, November 12th was a wonderful success. We estimate that over 200 people attended. There were 48 silent auction items and 19 live auction items. Over \$10,000 was raised in direct donations during the fund-a-need portion of the night. In total \$46,856 was raised which will go to the new hospital capital campaign.
- The decline in the local economy is threatening some of the Foundation's long term capital campaign pledges. It remains to be seen how much of a setback there will be. Foundation staff will be actively looking for additional revenue streams from corporations, foundations, grants and vendors.
- Carolyn Hino-Bourassa stepped down from the Board Chair position in September. The remaining Foundation Board members have stepped up immensely since then and they are recruiting for new members. New officers were elected as follows:
 - Board Chair – Pat Neighbors
 - Vice Chair – Jennifer Gutierrez
 - Treasurer – Justin Crellin
 - Interim Secretary – Corinne Stromstad

Outreach Report:

- Top priorities for Outreach are promoting Ultrasound and Pediatrics. Outreach is doing direct contacts with Doctor's offices throughout the county to letting them know they can send ultrasound referrals to us. Looking into strengthening our relationship with local schools to promote our pediatric services.
- Preparing a Districtwide mailer that will highlight our new services – ultrasound, behavioral health, mobile clinic, 3D mammography, and more.

- Outreach will be working with the Quality Department to conduct a new Community Health Needs Assessment. Outreach also helped Quality send out a mailer to all Partnership patients who are due for cancer screenings – cervical, colorectal, and mammograms.
- Tabled at Friday Night Market in Eureka, Garberville Halloween event, Farmer's markets in Garberville, Miranda, and Fortuna, and Rio Dell Wildwood Days.

Trustee Pledge

Meeting Code of Conduct

Governance excellence is the life blood of a high-quality board of directors. It is vital that each board member take their responsibilities seriously and pledge their best efforts to follow this code of conduct.

In pursuit of governance excellence, I pledge to:

- A. Refrain from micromanagement and focus on strategic leadership and policy, not on administrative and operational detail. I will respect distinctions between board and staff roles and will manage any overlap between the respective roles in a spirit of collegiality and partnership that supports the authority of staff and maintains the proper lines of accountability. I will not discuss significant operational concerns or issues with employees or members of the medical staff without the knowledge of the CEO.
- B. Recognize all power of the board is a joint and collective power which only exists when the board is acting together as one body and that I have no power or authority acting individually outside my vote.
- C. Attend board and committee meetings regularly and come prepared to fully discuss and deliberate all matters important to the business of the board.
- D. Listen carefully to my fellow board members and be willing to consider all points of view during board discussions.
- E. Share my point of view, do not dominate discussions, be respectful and courteous in debate, but do not shy away from difficult or contentious issues.
- F. Fully support the decisions of the majority once a decision has been reached, even if I am in the minority.
- G. Be inquisitive and ask any questions important to the discussions at hand. Strive to push the organization to continuous growth and excellence. Challenge the status quo.
- H. Keep board discussions in closed sessions confidential and use discretion in discussing sensitive issues outside the boardroom.
- I. Take all opportunities to be a good ambassador for the hospital and advocate on behalf of the hospital in matters of important public policy issues and encourage philanthropic support that would advance the mission of the hospital.
- J. Be a continuous learner and look for opportunities to stay abreast of current topics and trends in healthcare delivery and policy.
- K. Follow the conflict-of-interest policies and practices of the hospital.
- L. Conduct myself in an ethical, moral and legal manner at all times.
- M. Celebrate the success of hospital and the role I play in its mission!

SIGNED _____

DATE _____