

## Special Governing Board Meeting

**Date:** Monday, March 17, 2023  
**Time:** 10:00 a.m.  
**Location:** Sprowel Creek Campus and Via Webex Conferencing  
**Facilitator:** Board President, Corinne Stromstad

## Minutes

### The following people attended at Sprowel Creek Campus and via Webex

**Governing Board:** Corinne Stromstad, Barbara Truitt, Galen Latsko, Kevin Church and Jay Sooter, all in-person

**Not Present:** none

**Also in person:** CEO Matt Rees; COO Kent Scown, CFO Paul Eves, Darrin Guerra, Administrative Assistant, and Karen Johnson, Board Clerk and Medical Staff Coordinator.

**Also via Webex:** CQO Kristen Rees

- A. Call to Order – Board president Corinne Stromstad called the meeting to order at 10:02 a.m.
- B. Approval of the Teleconferencing of a Board Member – None
- C. Approval of the Agenda - None
- D. Public Comment on Non-Agendized Items - None
- E. Board Member Comments - None
- F. Announcements - None
- G. New Business
  - 1. Approval for the purchase of 412 Maple Ln, Garberville, CA and a Loan from RREDC for the down payment of \$50,000 and \$200,000 for improvements.
    - a. 412 Maple Ln, Garberville, CA, Owner Fresh Air Solutions, LLC, parcel # 032051009

Purchase agreement was handed out for the above listed property. If it's (optometry office) operated under the Rural Health Clinic, upgrades would be needed for OSHPD 3 requirements, which is the reason for the \$200,000 for improvements. This request also includes a \$50K loan from Redwood Regional Economic Development Commission (RREDC) for the down payment.

Matt is considering options that are income-generating. If it had a full time Optometrist and tech, it would take about 800 Medicare visits to break even, which is about half of the Medicare patients in the district. We're hoping to have people come from outside this district also. We get about 3 times the reimbursement from Medicare, as we do other insurances.

Purchase price and terms of agreement were discussed, as per the Purchase Agreement.

This will take about 6 months to get up and running.

Matt Rees' Cousin is a COO for a company that operates 50 optometry offices and may be a Consultant for this process at a fraction of the cost of someone else. This person would also help recruit an Optometrist.

**Motion:** Barbara Truitt made a motion to approve the purchase of 412 Maple Ln, Garberville, CA, as listed in the purchase agreement provided, as well as for a loan from RREDC of \$50,000, and \$200,000 for improvements.

Second: Galen Latsko

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

Noes: None

Not Present: None

**Motion carried**

2. Approval of the purchase of office equipment – asking for the approval to spend \$150,000 for optometry and office equipment for the above listed property.

This equipment must be in place before the licensing visit.

**Motion:** Kevin Church made a motion to approve \$150,000 for the purchase of optometry and office equipment.

Second: Barbara Truitt

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

Noes: None

Not Present: None

**Motion carried**

H. Adjourned at 10:36 a.m.

*Submitted by Karen Johnson*

### 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>CQO</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>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		