

Governing Board

Date: June 25, 2026

Time: 1:30 p.m.

Location: Sprowel Creek Campus and Via Webex Conferencing

Facilitator: Board President, Kevin Church

Minutes

The following people attended at Sprowel Creek Campus and via Webex

The Governing Board consists of Kevin Church, Chris Schille, Yvonne Hendrix, Corinne Stromstad, and Galen Latsko.

Not Present: Galen Latsko

Also in person: Administrative Assistant Darrin Guerra, CEO Matt Rees, and Outreach Manager Chelsea Brown

Also via Webex: Chief of Staff Dr. Raisonni, HR Manager Season Bradley-Koskinen, Quality Lead Joshua Andrews, HIM Manager Remy Quinn, Clinic Manager Shawna Kloiber, COO Kent Scown, Jaqueline McClure, Christina English, Adam Baur, PFS Manager Marie Brown, Nick Vogel, Clinic Nurse April Barnhart, CNO Adela Yanez, Larry Tramatola, CQCO Kristen Rees, and Outreach Coordinator Heidi Holterman

A. Call to Order – Board President Kevin Church called the meeting to order at 1:30 pm.

B. Approval of the Teleconferencing of a Board Member – None

C. Approval of the Agenda

Motion: Christopher Schille motioned to approve the agenda

Second: Yvonne Hendrix

Ayes: Christopher Schille, Corinne Stromstad, Yvonne Hendrix, and Kevin Church

Noes: None

Not Present: Galen Latsko

Motion Carried

D. Public Comment on Non-Agendized Items - None

E. Board Member Comments - None

F. Announcements

1. “We will be starting MRI services this Saturday (June 27)” – Matt Rees

G. Approval of Consent Agenda

1. Approval of Previous Minutes
 - a. Special Governing Board Meeting, March 2, 2026
 - b. Governing Board Meeting, March 26, 2026
 - c. Special Governing Board Meeting, March 30, 2026
 - d. Governing Board Meeting, May 28, 2026

2. SHCHD New and Updated Policies - See Supplemental Packet

SNF

- a. Admission Documentation Requirements
- b. Cohabitation in Skilled Nursing Facility
- c. Providers' Medication Orders
- d. Monthly Medication Orders
- e. Staffing and Coverage
- f. Insulin Utilization

Radiology

- g. Infection Prevention
- h. Mandatory Reporting.
- i. Exams with IV Contrast
- j. MRI Safety
- k. Contrast Administration and Supervision

ER

- l. Assessment and Measurement of a Pediatric Patient with a Temperature Greater than 38 °C
- m. Assessment and Management of a Pediatric Patient with Vomiting

Medical Staff

- n. TeleMedicine Credentialing

Nursing

- o. Swing Bed and SNF Weights

HR

- p. Flex Fill-In Pool
- q. Multi-Department Work

- 3. Quarterly Reports - (Feb, May, Aug, Nov) - None
 - a. Human Resources – Season Bradley Koskinen, HR Manager
 - b. Foundation – Chelsea Brown, Outreach Manager
 - c. Operations – Kent Scown, Chief Operations Officer

Kevin Church Pulled Items G.2.e., G.2.g, G.2.i, and G.2.m. from the Consent Agenda

Motion: Christopher Schille motioned to approve the amended Minutes consent agenda
Second: Corinne Stromstad
Ayes: Christopher Schille, Corinne Stromstad, Yvonne Hendrix, and Kevin Church
Noes: None
Not Present: Galen Latsko
Motion Carried

Motion: Christopher Schille motioned to approve item G.2.e with the correction of a spelling error of the word “of”, G.2.g’s addition of two words to the first bullet point “...patient **and equipment** surfaces...” and G.2.i and G.2.m. with no changes.
Second: Corinne Stromstad
Ayes: Christopher Schille, Corinne Stromstad, Yvonne Hendrix, and Kevin Church
Noes: None
Not Present: Galen Latsko
Motion Carried

H. Last Action Items for Discussion

- 1. Southern Humboldt Poll Results – Larry Trametola
 - a. Larry and his team reported on their findings from our recent Bond Measure Poll. The public's approval seems to be at 70%. A resolution to authorize the issuance of general measure bonds will be presented to the July Governing Board meeting.
- 2. Approval of Medical Staff Bylaw Revisions
 - a. Tabled

I. Correspondence Suggestions or Written Comments to the Board – None

J. Administrator's Report – Matt Rees, CEO

Matt presented his staff report and briefly touched on Hospital funding discussions that he had with other hospital leaders at the annual FLEX conference, HR1 cuts, as well as the possibility of receiving a grant to purchase an MRI machine in partnership with other hospitals in the state. The Hospital and the Chamber of Commerce met with Wells Fargo and may be able to receive a grant for a town beautification project.

1. Department Updates

a. Milestones – None

b. June Employee Anniversaries

Year: Retail Pharmacist Christie Babowski, Credentialing Specialist Aeryn Thompsan, and Nurse Robin Rose

Years: Security Guard Ray Rigby and Materials Clerk Neicha McConnell

10 Years: Judy Hollifield

c. CNO Report – Adela Yanez – See Report

i. Adela presented her staff report.

d. Approval of May Financials

e. Family Resource Center – Amy Terrones – Mar and Oct – None

K. Old Business - None

L. New Business

1. Approval of the 2026-2027 Fiscal Year Operating budget

Motion: Christopher Schille motioned to approve the 2026-2027 Fiscal Year Operating Budget

Second: Yvonne Hendrix

Ayes: Christopher Schille, Corinne Stromstad, Yvonne Hendrix, and Kevin Church

Noes: None

Not Present: Galen Latsko

Motion Carried

2. Approval of resolution 26:04 – Tax Exempt Reimbursement for Expenditures

Motion: Christopher Schille motioned to approve Resolution 26:04

Second: Yvonne Hendrix

Ayes: Christopher Schille, Corinne Stromstad, Yvonne Hendrix, and Kevin Church

Noes: None

Not Present: Galen Latsko

Motion Carried

M. Parking Lot - None

N. Meeting Evaluation – None

O. New Action Items

1. Bond Resolution
2. Medical Staff Bylaws

P. Next Meetings

1. Medical Staff Committee – Thursday, July 9, 2026, at 12:30 p.m.
2. Policy Development Committee – Tuesday, July 14, 2026, at 10 a.m.
3. QAPI Meeting – Wednesday, July 8, 2026, at 1:00 p.m.
4. Finance Committee – Friday, July 24, 2026, at 10:00 a.m.
5. Governing Board Meeting – Thursday, July 30, 2026, at 1:30 p.m. .

Q. Closed Session – 3:36

1. Closed Session opened at 3:50
2. Update on Peer Review, Credentialing, and Appointment/Reappointments – Medstaff
3. Compliance, Risk, and Reports of Quality Assurance Committees [**H&S Code § 32155**] - Kristen Rees, CQCO
4. Quarterly Reports - None
 - a. Quality and Risk Management **H&S Code § 32155** – Feb., May, Aug., Dec. – See Report
 - b. Patient Safety – Mar., June, Sept., Dec. – See Report
 - c. Medication Error – Feb., May, Aug., Dec. - None
5. Approval of Medical Staff Appointments/Reappointments [**H&S Code § 32155**]
 - a. Ethan Kent, LCSW-C-(SLS) Appointment as Provisional status in Mental Health Counselor/Therapist Privileges from July 1, 2026, to June 30, 2027.
6. Personnel Matter –Evaluation § 54957
 - a. CQCO Kristen Rees
7. Kevin Church Adjourned Closed Session
8. Kevin Church Resumed Open Session
9. Action Items to Report in Open Session

Motion: Yvonne Hendrix motioned to approve all medical Staff Appointments (Agenda item/s Q.5.a)
 Second: Corinne Stromstad
 Ayes: Chris Schille, Corinne Stromstad, Yvonne Hendrix, and Kevin Church
 Noes: None
 Not Present: Galen Latsko
 Motion Carried

R. Kevin Church Adjourned Open Session

Submitted by Darrin Guerra

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/EHR</i>	Electronic Medical Record Electronic Health 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		