



733 CEDAR STREET  
GARBERVILLE, CA 95542  
(707) 923-3921

**GOVERNING BOARD MEETING**  
**Thursday, March 1, 2018**  
**1:30 p.m. – 733 Cedar Street, Garberville, CA**  
**Dimmick Conference Room**

**MINUTES**

**Governing Board Present:** Corinne Stromstad, David Ordoñez, Jack Foster, Alison Rivas and Jessica Willis  
**Also Present:** Donte Heaton, Judith Whitlow, Robert Butler, Matt Rees, Julia Minton, Keith Easthouse and Susan Gardner

**Item**

- A. Call to Order – Board President Corinne Stromstad called the meeting to order at 1:32 p.m.
- B. Public Comment  
**See below for Public Comment Guidelines**
- Senior apartment resident Donte Heaton expressed his concerns regarding the light pole we have installed at the property next door where the CT will be placed. He is concerned the light will keep him awake at night.
  - Judith Whitlow, who is also a resident there, expressed her concerns regarding the noise levels.
- C. Board Member Comments - none  
**Board President Corinne Stromstad asked if 1:30 p.m. would be a better starting time for our board meetings. Everyone agreed to change the time.**
- D. Announcements
- Matt Rees reported there was a delay in the delivery of the modular building for the CT due to snow and ice causing the closure of Hwy. 299. There was no new delivery date given. The building could not be transported up Hwy. 101 due to the width restrictions in Richardson Grove.
- E. Consent Agenda
1. Approval of Agenda
  2. Approval of Previous Meeting Minutes
    - a. Special Governing Board Meeting Tuesday, January 23, 2018
    - b. Governing Board Meeting Thursday, January 25, 2018

**Motion:** Jack Foster moved to approve the complete Consent Agenda and the Previous Minutes as submitted.  
Second: Alison Rivas  
Ayes: David Ordoñez, Corinne Stromstad, Jack Foster, Alison Rivas and Jessica Willis  
**Motion carried.**
- F. Family Resource Center – Amy Terrones – no report
- G. Correspondence, Suggestions or Written Comments to the Board – none
- H. Board Reports on Travel and Education
- Dave Ordoñez reported on the CHA Governing Forum he attended.

## Item

### I. Foundation Report – Corinne Stromstad

- Corinne Stromstad reported that Carolyn Hino-Bourassa is the new Foundation Chair and Carol Ordoñez is the Foundation Secretary.
- Matt Rees reported they are starting the capital campaign.
- The Foundation bylaws state there will be a nine-member board. Currently there are five and in order to maintain that the bylaws will need to be amended.
- There was discussion regarding whether the list of supporters should be called an advisory board or perhaps an advisory group.
- David Ordoñez suggested the board request a more exact report in order for the board to make a decision.
- Matt Rees said he thinks it is important to include the word board in the name for future requests during the capital campaign.
- Alison Rivas stated it is important to have a productive board for the Foundation.

### J. Finance Report – Corinne Stromstad, Paul Eves, and Matt Rees

- The Finance Committee postponed their February meeting in order to work on the audits.
- January and February financials will be presented at the next Finance Committee meeting on Tuesday, March 27 and then at the Governing Board meeting Thursday, April 5.

### 2. CBO Update (November and December) – Diane Meredith-Gordon – (Delayed until March 27)

### K. Chief Nursing Officer's Report – CNO Judy Gallagher – no report

#### 1. Quality Assurance Performance Improvement Committee (QAPI) – Kristen Rees

- Kristen Rees presented a detailed written report regarding the patient and staff surveys.

### L. Correspondence, Suggestions or Written Comments to the Board - none

### M. Administrator's Report – Matt Rees, CEO

#### 1. Department Updates

- Our new billing company, HRG, has completed their transition and statements should be going out soon.
- A reference lab has submitted a proposal to put equipment in our lab to do testing from other facilities. Our attorney Colin Coffey is currently reviewing the contracts. This would mean we could possibly do more of our lab tests in house, although most of these would be the less common specialty tests.
- Outreach Coordinator Julia Minton is finishing up phoning voters.
- She is working on a Leprechaun hunt and Easter Egg Hunt, which the hospital is sponsoring and will be held at the Community Park.
- The Health Fair will be held on Friday, May 4 in the Town Square in Garberville. We are working with Redwoods Rural Health Center and other providers to participate.
- Matt and Julia will be doing a KMUD talk show.
- FNP Sarah Beach is on a waiting list to take the DOT certification exam. There is a very long waiting list, as the state is way behind.
- Materials manager Jennifer Gutierrez is working on the 340B program. Cloney's Pharmacy will be delivering to us two times a week starting next week. This will mean our patients can have their prescriptions delivered here and can pick them up at the clinic if they choose not to use Keith's Pharmacy.
- The new Skilled Nursing Facility Director, Cheryl Wik, started this week.
- Matt Rees and Kent Scown met with the Humboldt Area Foundation to discuss the availability of possible grants for the District.

### N. Old Business - none

### O. New Business

**Item**

1. Approval of **Resolution 18:03** Policy and Procedures - CAH Packet "A"

**Motion:** Jack Foster moved to approve Resolution 18:03 Policy and Procedures

**Second:** Jessica Willis

Ayes: David Ordoñez, Corinne Stromstad, Jack Foster, Alison Rivas and Jessica Willis

**Motion carried by roll call**

2. Approval of **Resolution 18:04** Parcel Tax Initiative for June 5, 2018 election

**Motion:** Jack Foster moved to approve Resolution 18:04 the Parcel Tax Initiative for the June 5, 2018 election

**Second:** Jessica Willis

Ayes: David Ordoñez, Corinne Stromstad, Jack Foster, Alison Rivas and Jessica Willis

**Motion carried by roll call**

3. Discussion of SB562 – Kathryn Donahue – Not in attendance

- P. Next Meeting Thursday, April 5, 2018 at 1:30 p.m.

- Meeting date changed due to availability of personnel

- Q. Meeting Evaluation

- The board thanked Donte Heaton, Judith Whitlow and Robert Butler for attending and encouraged them to come back.

- R. Parking Lot Items – none

- S. Adjourned to Closed Session at 2:35 p.m.

- T. Closed Session

1. Approval of Previous Closed Session Minutes

- Closed Session Governing Board Meeting January 25, 2018

2. Quality/Risk Management Report [H&S Code § 32155 –Judy Gallagher, CNO

3. Medical Staff Appointments/Appointments [Gov. Code § 54957

**Approval of Resolution 18:05**

- a. Joseph E.C. Rogers, MD – Locum Tenens – Emergency Department - 03/01/18 - 02/29/20

1. Confidential Correspondence to the Board

- Letter from former employee regarding Cobra payments

2. Conference with Legal Counsel-Plaintiff's Application for Late Claim Relief Pursuant to Gov. Code § 911.4]. Case No. 16CV294652, Superior Court of the State of California, County of Humboldt

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

- Renewal of contract

- U. Adjourn at 4:15 p.m.

**Item**

V. Resume Open Session at 4:16 p.m.

- Reportable actions included:

Approval of **Resolution 18:05**

- a. Joseph E.C. Rogers, MD – Locum Tenens –  
Emergency Department - 03/01/18 - 02/29/20

**Motion:** Jessica Willis moved to approve the appointment of Dr. Joseph E.C. Rogers

Second: David Ordoñez

Ayes: David Ordoñez, Corinne Stromstad, Jack Foster, Alison Rivas and Jessica Willis.

**Motion carried by roll call.**

- Approved notice for Case No. 16CV294652
- Motion to approve CEO contract with two-year extension

**Motion:** David Ordoñez moved to approve the CEO's contract with a two-year extension.

Second: Jack Foster

Ayes: David Ordoñez, Corinne Stromstad, Jack Foster, Alison Rivas and Jessica Willis.

**Motion carried by roll call.**

W. Adjourned at 4:18 p.m. – Next meeting Thursday, April 5, 2018