



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

GOVERNING BOARD MEETING
Thursday, April 26, 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: Barbara Truitt, Judy Gallagher, Susan Gardner, Matt Rees, Kristen Rees, Paul Eves, and Keith Easthouse

Item

- A. Call to Order – Board President Corinne Stromstad called the meeting to order at 1:30 p.m.
- B. Public Comment
See below for Public Comment Guidelines
 - Measure F volunteer Barb Truitt said they are raising funds to cover the cost of the campaign, which includes banners, mailers, postage, signs and other items. She wanted it mentioned that all work she is going on Measure F is volunteer time and she is not being paid by the District.
 - She said they need around \$15,000 to pay for everything. The district cannot pay for campaign items for Measure F. Donations should be mailed to Yes on F, P.O. 1578, Redway, CA 95560, or ?????
 - The tabling is going well and will continue. She asked for employee volunteers to sit with the regular volunteers. This is something employees can do when not at work.
- C. Board Member Comments
 - Board President Corinne Stromstad donated \$1,000 to the Yes on Measure F campaign and challenges all other board members to make a contribution, also.
- D. Announcements
 - The Health Fair is Friday, May 4 from 11 a.m. to 3 p.m. in the Town Square.
 - The ribbon cutting for the courtyard will be Wednesday, May 16 at 5 p.m. with a reception to follow.
- E. Consent Agenda
 - 1. Approval of Agenda
 - 2. Approval of Previous Meeting Minutes
 - a. Governing Board Meeting Thursday, March 1, 2018
Motion: David Ordoñez moved to approve the Consent Agenda and the Previous Minutes with amendments.
Second: Jack Foster
Ayes: David Ordoñez, Corinne Stromstad, Jack Foster, Alison Rivas and Jessica Willis
Motion carried.
- F. Family Resource Center – (May) - Amy Terrones – no report
- G. Correspondence, Suggestions or Written Comments to the Board – none

Item

- H. Human Resources Quarterly Report (Jan., April, July, Oct.) – Hunter Lehnert
- Human Resources manager, Hunter Lehnert, submitted a written report.
 - She was unable to attend the board meeting as she was in Sacramento at a conference.
- I. Board Reports on Travel and Education
- David Ordoñez submitted a written report on the ACHD Legislation Days he, CEO Matt Rees and board member Jessica Willis attended in Sacramento on April 16 and 17.
 - David read the report to the board and audience members.
 - Senator McGuire had planned to stop by on April 26 or 27, but was unable to arrange the time on this trip. He will be coming to see our new CT at a later date.
- I. Foundation Report – Julia Minton – no report
- J. Finance Report – Corinne Stromstad, Paul Eves, and Matt Rees
- CFO Paul Eves gave the March finance report.
 - He said our cash on hand is good.
 - Our clinic visits are up now that we have a clinic provider two weeks a month.

Motion: Jack Foster moved to accept the March financials as submitted.

Second: Jessica Willis

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

Motion carried.

- K. Chief Nursing Officer's Report – CNO Judy Gallagher – no report
- Judy Gallagher reported she has had interviews with 9-10 registered nurses.
 - Two RNs, 1 LVN and 1 CAN have accepted our offer and will start work on May 15 with orientation.
 - An interview for the Clinic Nurse Manager position is scheduled for Friday, April 27.
 - We are currently looking for referrals for inpatients, as we have had three patients discharged.
 - A conference call was held with Medical Resources, which is a telemedicine company.
 - Chris Hammond said we really need an Infectious Disease physician a few hours a month to go over patient charts because our pharmacist PJ doesn't have the clinical expertise needed.
 - Judy has another call set up with another company and is trying to find the right fit for us.
 - The possible areas needed include cardiology, pulmonary, behavior health and rheumatology.
 - Judy, SNF manager Cheryl Wik and Engineering's Guy Vitello did their monthly environmental rounds and the facility is looking really good.
 - Judy, HR Manager Hunter Lehnert, RN Vanessa King, and Clinic Manager Julie Moore attended a career fair in Ukiah at Mendocino Community College, who just graduated 25 nurses. They talked to candidates and handed out applications.
 - Judy said she believes the reason we have received so many RN applicants is because of the new website Hunter is now using for recruitment.
1. Quality Assurance Performance Improvement Committee (QAPI) – Kristen Rees – moved to closed session.

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

M. Administrator's Report – Matt Rees, CEO

1. Department Updates
- Matt Rees reported we have a clinic physician applicant, Dr. John Capos, coming to meet us on Thursday and Friday, May 3 and 4.

Item

- Radiology Manager Lora Simone reported the CT inspection with the physicist went well and the application has been mailed to the state.
- The new ER door is in and working. However, the timer still needs to be installed and until that is taken care of sometime next week, it will remain out of service.
- Matt attended the DHLF meeting in Sacramento on Wednesday, April 25. DHLF has created \$250 million for hospitals in the last five years. They discussed the PRIME program which may end up being for district hospitals only.
- He also met with employees to tell them about Measure F and provided a printout explaining the measure if they are asked by patients or the public. He asked employees to consider donating to Measure F to help pay for the costs of the campaign.
- Employees can discuss Measure F during working hours, but cannot tell patients or co-workers, "Vote Yes on Measure F!" But, they can certainly answer questions and get some dialogue going.
- Data Coordinator Kristen Rees is working on PRIME funding. We need to show we are making improvements.
- We are still within 90% of the three metrics, including hypertension, vascular disease (heart), and tobacco screening and cessation.

N. Old Business - none

O. New Business

1. Approval of **Resolution 18:08** Policy and Procedures
CAH Packet "A"

Motion: Alison Rivas moved to approve Resolution 18:08 Policy and Procedures

Second: David Ordoñez

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

Motion carried by roll call.

P. Next Meeting Thursday, May 24, 2018 at 1:30 p.m.

Q. Meeting Evaluation - none

R. Parking Lot Items – none

S. Adjourned to Closed Session at 2:40 p.m.

T. Closed Session

1. Approval of Previous Closed Session Minutes
 - Closed Session Governing Board Meeting April 5, 2018
2. Quality/Risk Management Report [H&S Code § 32155 –Judy Gallagher, CNO
3. Quality Assurance Performance Improvement Committee (QAPI) – Kristen Rees moved to closed session.
4. Medical Staff Appointments/Appointments [Gov. Code § 54957

Approval of **Resolution 18:09**

- a. Joseph Orville Hoffman, MD – Locum Tenens – Emergency Department/Inpatient/Skilled Nursing – 04/26/18 – 04/25/20

5. Confidential Correspondence to the Board - none

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

Item

U. Resumed Open Session at ????? p.m.

1. Reportable actions included:

Approval of **Resolution 18:09**

Motion: Alison Rivas moved to approve the appointment of Joseph Orville Hoffman, D.O.

Second: Jack Foster

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

Motion carried by roll call.

V. Adjourned at ???? p.m. – Next meeting Thursday, May 24, 2018

DRAFT