

BOARD OF DIRECTORS

SATURDAY, JANUARY 17, 2015

AGENDA

**8:30 A.M. – NEVA CANNON ROOM MCDH
700 RIVER DR. FORT BRAGG, CA 95437**

**NOTICE OF SPECIAL BOARD OF DIRECTORS MEETING
OF THE BOARD OF DIRECTORS
MENDOCINO COAST HEALTH CARE DISTRICT**

NOTICE IS HEREBY GIVEN in accordance with Section 54956 of the Government Code that a Special Session of the Board of Directors of the Mendocino Coast Health Care District is called to be held on January 17, 2015 at 8:30 a.m. at Mendocino Coast District Hospital, 700 River Drive, Fort Bragg, California

CONDUCT OF BUSINESS:

1. Call to Order
2. Roll Call
3. Comments from the Community

CLOSED SESSION:

1. **Information/Action:** Public Employment: CEO Candidate Interviews, Government Code §54957 and Gillespie v. San Francisco Public Library (1998) 67 Cal App. 4th 1165
2. **Information/Action:** Public employment: To review and/or approve contract extension for Peter Glusker, MD; Government Code §54954.5
3. **Information/Action:** Public employment: To review and/or approve contract extension for John Kermen, MD; Government Code §54954.5

RECONVENTION OF OPEN SESSION: CALL TO ORDER - MR. SEAN HOGAN, PRESIDENT

- Roll call

REPORT ON CLOSED SESSION MATTERS:

1. CEO Candidate Interviews
2. Contract extension for Peter Glusker, MD
3. Contract extension for John Kermen, MD
4. **Information/Action:** Date change for February 2015 Board Meeting: Mr. Sean Hogan
5. **Information/Action:** Quorum Health Resources, LLC meeting date with MCDH Board of Directors: Mr. Sean Hogan
6. Comments from Community
7. Comments from Board of Directors
8. Adjourn

Dated: January 15, 2014

Gayl Moon
Secretary to the Board of Directors

STATE OF CALIFORNIA)
COUNTY OF MENDOCINO) §

I declare under penalty of perjury that I am employed by the Mendocino Coast Health Care District Board of Directors; and that I posted this notice at the North and Patient Services Building Lobby entrances to the Mendocino Coast District Hospital on January 15, 2014

Gayl Moon
Secretary to the Board of Directors

Date

All disabled persons requesting disability related modifications or accommodations, including auxiliary aids or service may make such request in order to participate in a public meeting to Gayl Moon, Secretary to the Board of

Directors, 700 River Drive, Fort Bragg, CA 95437 no later than 1 working days prior to the meeting that such matter be included on that month's agenda.

*Per District Resolution, each member of the public who wishes to speak shall be limited to three minutes each per agenda item. Please identify yourself prior to speaking. Thank you.

BOARD OF DIRECTORS

SUNDAY, JANUARY 18, 2015

AGENDA

**12:00 Noon – REDWOODS ROOM MCDH
700 RIVER DR. FORT BRAGG, CA 95437**

**NOTICE OF SPECIAL BOARD OF DIRECTORS MEETING
OF THE BOARD OF DIRECTORS
MENDOCINO COAST HEALTH CARE DISTRICT**

NOTICE IS HEREBY GIVEN in accordance with Section 54956 of the Government Code that a Special Session of the Board of Directors of the Mendocino Coast Health Care District is called to be held on January 18, 2015 at 12:00 noon at Mendocino Coast District Hospital, 700 River Drive, Fort Bragg, California

CONDUCT OF BUSINESS:

1. Call to Order
2. Roll Call
3. Comments from the Community

CLOSED SESSION:

1. ***Information/Action:*** Public Employment: CEO Candidate Interview, Government Code §54957 and Gillespie v. San Francisco Public Library (1998) 67 Cal App. 4th 1165

RECONVENTION OF OPEN SESSION: CALL TO ORDER - MR. SEAN HOGAN, PRESIDENT

- Roll call

REPORT ON CLOSED SESSION MATTERS:

1. CEO Candidate Interview
2. Comments from Community
3. Comments from Board of Directors
4. Adjourn

Dated: January 15, 2014

Gayl Moon
Secretary to the Board of Directors

STATE OF CALIFORNIA)
COUNTY OF MENDOCINO) §

I declare under penalty of perjury that I am employed by the Mendocino Coast Health Care District Board of Directors; and that I posted this notice at the North and Patient Services Building Lobby entrances to the Mendocino Coast District Hospital on January 15, 2014

Gayl Moon
Secretary to the Board of Directors

Date

All disabled persons requesting disability related modifications or accommodations, including auxiliary aids or service may make such request in order to participate in a public meeting to Gayl Moon, Secretary to the Board of Directors, 700 River Drive, Fort Bragg, CA 95437 no later than 1 working days prior to the meeting that such matter be included on that month's agenda.

*Per District Resolution, each member of the public who wishes to speak shall be limited to three minutes each per agenda item. Please identify yourself prior to speaking. Thank you.

AMENDED PUBLIC NOTICE

MENDOCINO COAST HEALTH CARE DISTRICT
BOARD OF DIRECTORS
REGULAR MEETING

THURSDAY, JANUARY 29, 2015
5:00 p.m. Closed Session

MENDOCINO COAST DISTRICT HOSPITAL
Redwoods Room
700 River Drive
Fort Bragg, California 95437

I. CLOSED SESSION

- **Information/Action:** Conference with Legal Counsel regarding the status of the pending Bankruptcy of Mendocino Coast District Hospital, Case No. 12-12753, U.S. Bankruptcy Court, Northern District of California, Santa Rosa, CA pursuant to Section 54956.9
- **Information/Action:** Pursuant to §32155 of the Health and Safety Code January Quality Management and Improvement Council Reports
- **Information/Action:** Pursuant to California Government Code §54954.5 and §32155 of the Health and Safety Code Medical Staff Credentials and Privileges Review
- **Information/Action:** Review and possible Approval of Blue Cross rates: Pursuant to Health & Safety Code §32106(c) and Government Code §6254(T); Records of Hospital District that relate to contracts with insurers for patient services
- **Information/Action:** Public Employment: CEO Candidate Interviews Update, Government Code §54957 and Gillespie v. San Francisco Public Library (1998) 67 Cal App. 4th 1165
- **Information/Action:** Pursuant to California Government Code §54954.5 and §32155 of the Health and Safety Code Credentials/Privileges for non-medical Practitioners

II. 6:00 P.M. OPEN SESSION CALL TO ORDER– SEAN HOGAN, PRESIDENT

III. ROLL CALL

IV. REPORT ON CLOSED SESSION MATTERS

- | | |
|---|---------------------------|
| ➤ Chapter 9 Bankruptcy Proceedings update | Information/Action |
| ➤ January Quality Management and Improvement Council Report | Information/Action |
| ➤ Medical Staff Credentials and Privileges Report | Information/Action |
| ➤ Report on discussion of Blue Cross rates | Information/Action |
| ➤ CEO Candidates | Information/Action |
| ➤ Credentials/Privileges for non-medical Practitioners | Information/Action |

PUBLIC COMMENTS

This portion of the meeting is reserved for persons desiring to address the Board of Directors on any matter over which the District has jurisdiction. You must state your name and address for the record. Time is limited to 3 minutes with a 20-minute total time limit for all comments. The Board of Directors can take no action on your presentation, but can seek clarification to points made in your presentation or comments. Additionally, members can ask staff for factual information or refer the item to staff and/or calendar the item on a future agenda. Any person

desiring to speak on an agenda item will be given an opportunity to do so prior to the Board of Directors taking action on the item.

V. BOARD COMMENTS

VI. APPROVAL OF CONSENT CALENDAR

Action

The following items are considered routine and non-controversial by Hospital Staff. Consent items may be approved by one motion if no member of the Board or audience wishes to comment or ask questions. If comment or discussion is desired, the item will be removed from the 7 Consent Agenda and will be considered at a later meeting.

- | | |
|---|-----------------------|
| ➤ Approval of Board of Directors meeting minutes of December 30, 2014 | Tab 1 |
| ➤ Approval of Special Board meeting minutes of January 17, 2015 | Tab 1a |
| ➤ Approval of Special Board meeting minutes of January 18, 2015 | Tab 1b |
| ➤ Policies & Procedures | Tab 2 |
| ➤ Policy Titles | Policy Numbers |
| • Compound Sterile Preparations Service Purpose and Scope | 315.5000 |
| • Compounding Sterile Preparations Policies and Procedures: Terminology | 315.5005 |
| • Ordering, Scheduling and Delivery of Compounded Sterile Products From Pharmacy | 315.5012 |
| • Compounded Sterile Preparation Process | 315.5022 |
| • Clean Room Attire and Hand Hygiene | 315.5023 |
| • Compounded Sterile Preparations Aseptic Technique | 315.5024 |
| • Compounded Sterile Preparations and Primary and Secondary Engineering Control Record Keeping and Documentation | 315.5026 |
| • Cleaning and Disinfecting the Sterile Compounding Area | 315.5030 |
| • Description of Primary Engineering Controls and Secondary | 315.5031 |
| • Environmental Monitoring of the Compounded Sterile Preparation Compounding Area | 315.5032 |
| • Maintenance and Cleaning of the Compounding Aseptic Containment Isolator (CACI) | 315.5033 |
| • Personnel Education, Training and Evaluation for Compounded Sterile Products Preparation and Tasks/Activities in Controlled Compounding Areas | 315.5034 |
| • Compounding Equipment Maintenance and Recordkeeping for Primary And Secondary Engineering Control | 315.5036 |
| • Hyperalimentation/Total Parenteral Nutrition (TPN) | 315.5040 |
| • Handling Hazardous Drugs | 315.5042 |
| • Compounded Sterile Preparations – Classifications and Microbial Contamination Risk Level Determinations and Beyond Use Date Assignments | 315.5050 |
| • Human Resources Department Policies and Procedures | 130.1102 |
| • Departmental Job Descriptions – Department of Human Resources | 130.1108 |
| • Bereavement Leave | 130.1426 |
| • Credit Union | 130.1442 |
| • Hospital Rules and Regulations | 130.1508 |
| • Personal Appearance | 130.1514 |

- Telephone Calls, Cellular Phones, Electronic Devices 130.1712
- Wound Debridement 320.7070
- TENS 320.8000
- Transcutaneous Electrical Nerve (TENS) and Muscle Stimulations (EMS) 320.8010
- Call Bell for Outpatients Receiving Modalities 320.8055
- Modified Barium Swallow MBS Study for Dysphagia 320.8060
- Dysphagia Diet Modifications 320.8070
- Speech Path Therapy for Swallow Probs 320.8080
- Patient Leaving the Hospital Against Medical Advice 205.1970
- Conservative Sharp Wound Debridement 205.2045
- Negative Pressure Wound Therapy: VACUUM ASSISTED CLOSURE (WOUND V.A.C.) and RENASYS negative pressure wound therapy system 205.1790
- Managing Risk During Transition to new ISO (International Organization For Standardization) Tubing Connector Standards 205.2070

VII. NEW BUSINESS

- Discussion and possible Approval of Trademark Culture of Patient Safety: Mr. Sean Hogan *Information/Action*
- Authorize MCDH to participate in 2013-14 Medi-Cal Intergovernmental Transfer Agreement: Mr. Wayne Allen, CRO Tab 3 *Action*
- Review and possible Approval of Veteran Affairs Patient-Centered Community Care (PC3) Program: Mr. Wayne Allen, CRO Tab 4 *Action*
- Review and possible Approval of Contract with Echo Locum Tenens: Ms. Ilona Horton Tab 5 *Information/Action*
- Review and possible Approval of Contract with Nichols, Melburg & Rosetto Architects: Tab 6 *Information/Action*
- Report from Legal Counsel regarding possible Medical Malpractice Issues With Contracted Physicians: Mr. Jim Sato, Interim CEO *Information/Action*
- Report on Board Activities with staff in the Emergency Department and Intensive Care Unit: Board of Directors *Information*
- Approval of Gurneys for the Emergency Room: Ms. Shelley Ware Tab 7 *Information/Action*
- Approval of Transfer from LAIF Meaningful Use Board Restricted Account to Core Operating Checking Account: Mr. Steve Miller, Interim CFO *Action*

VIII. OLD BUSINESS

- Approval of Joint Conference Committee: Dr. Peter Glusker *Information/Action*
- Employee Morale Update: Dr. Peter Glusker *Information*
- Facilities Update: Mr. Scott Kidd Tab 8 *Information*
- Electronic Medical Records Update: Mr. Steve Miller, Interim CFO *Information*

IX. REPORTS

- Finance Committee Report: Dr. Bill Rohr
 - Statistical/Finance Report, December 2014 Tab 9 *Action*
- Medical Staff: Dr. John Kermen Tab 10 *Action*
 - A. Locum Tenens Coverage- Temporary Privileges

1. Shawn Bagci, MD –Department of Medicine-Hospitalist Service
(December 23, 2014-January 2, 2015)
2. Jennings Staley, MD –Department of Medicine-Hospitalist Service
(January 1-31, 2015)
3. Roger Brecheen, MD –Department of Surgery-OB-GYN
(February 1-March 31, 2015)
4. Khin Aye Ma, MD –Department of Medicine-Endocrinology-NCFHC
(EXTENSION: February 1-March 31, 2015)

B. Completion of Proctoring of Locum Tenens Staff

1. Roger Brecheen, MD –Department of Surgery-OB-GYN

C. Release from Provisional Status to Active Medical Staff Status

1. Kei Velazquez, NP, CNM –Department of Medicine-NCFHC Women’s Health

D. Re-appointment of V-Rad TeleRadiology Physicians

1. Bruce Reiner, MD
2. Taro Aikawa, MD
3. Asti Pilika, MD
4. Tore Detlie, MD

E. Resignations

1. Mohamad Tayeb Al-Hafez, MD –Department of Medicine-Hospitalist Service- *Effective December 26, 2014*

- CFO Report: Mr. Steve Miller, Interim CFO **Information**
- Chief of Patient Care Services Report: Ms. Terry Murphy Tab 11 **Information**
- CEO Report: Mr. Jim Sato, Interim CEO Tab 12 **Information**
- Approval of Alysoun Huntley Ford Fund Draw **Action**
- Association and Community Service Reports **Information**

X. Public Comments

This portion of the meeting is reserved for persons desiring to address the Board of Directors on any matter over which the District has jurisdiction. You must state your name and address for the record. Time is limited to 3 minutes. The Board of Directors can take no action on your presentation, but can seek clarification to points made in your presentation or comments. Additionally, members can ask staff for factual information or refer the item to staff and/or calendar the item on a future agenda. Any person desiring to speak on an agenda item will be given an opportunity to do so prior to the Board of Directors taking action on the item.

XI. ADJOURNMENT

*** THIS DOCUMENT WILL BE PROVIDED AT THE MEETING.**

All disabled persons requesting disability related modifications or accommodations, including auxiliary aids or service may make such request in order to participate in a public meeting to Gayl Moon, Secretary to the Board of Directors, 700 River Drive, Fort Bragg, CA 95437, no later than 72 hours prior to the meeting that such matter be included on that month’s agenda.

*Per District Resolution, each member of the Public who wishes to speak shall be limited to three minutes each per agenda item. Please identify yourself prior to speaking. Thank you.

BOARD OF DIRECTORS

TUESDAY, FEBRUARY 10, 2015

AGENDA

**5:30 P.M. – REDWOODS ROOM MCDH
700 RIVER DR. FORT BRAGG, CA 95437**

**NOTICE OF SPECIAL BOARD OF DIRECTORS MEETING
OF THE BOARD OF DIRECTORS
MENDOCINO COAST HEALTH CARE DISTRICT**

NOTICE IS HEREBY GIVEN in accordance with Section 54956 of the Government Code that a Special Session of the Board of Directors of the Mendocino Coast Health Care District is called to be held on February 10, 2015 at 5:30 p.m. at Mendocino Coast District Hospital, 700 River Drive, Fort Bragg, California

CONDUCT OF BUSINESS:

1. Call to Order
2. Roll Call
3. Comments from the Community

CLOSED SESSION:

1. **Information/Action:** Public Employment: Interview candidates for permanent Chief Executive Officer of the District, Government Code §54957(b) and Gillespie v. San Francisco Public Library (1998) 67 Cal App. 4th 1165
2. **Information/Action:** Personnel discussion with current Interim CEO and discussion of selection of new Interim CEO prior to hiring of Permanent CEO, Government Code §54957(b)

RECONVENTION OF OPEN SESSION: CALL TO ORDER - MR. SEAN HOGAN, PRESIDENT

- Roll call

REPORT ON CLOSED SESSION MATTERS:

1. CEO Candidate Interviews
2. Interim CEO Discussion
3. Comments from Community
4. Comments from Board of Directors
5. Adjourn

Dated: February 9, 2015

Gayl Moon
Secretary to the Board of Directors

STATE OF CALIFORNIA)
COUNTY OF MENDOCINO) §

I declare under penalty of perjury that I am employed by the Mendocino Coast Health Care District Board of Directors; and that I posted this notice at the North and Patient Services Building Lobby entrances to the Mendocino Coast District Hospital on February 9, 2015

Gayl Moon
Secretary to the Board of Directors

Date

All disabled persons requesting disability related modifications or accommodations, including auxiliary aids or service may make such request in order to participate in a public meeting to Gayl Moon, Secretary to the Board of Directors, 700 River Drive, Fort Bragg, CA 95437 no later than 1 working days prior to the meeting that such matter be included on that month's agenda.

*Per District Resolution, each member of the public who wishes to speak shall be limited to three minutes each per agenda item. Please identify yourself prior to speaking. Thank you.

TUESDAY, FEBRUARY 24, 2015
AGENDA
5:00 P.M. – REDWOODS ROOM
700 RIVER DRIVE
FORT BRAGG, CA 95437

NOTICE OF SPECIAL BOARD OF DIRECTORS MEETING
MENDOCINO COAST HEALTH CARE DISTRICT

NOTICE IS HEREBY GIVEN in accordance with Section 54957.6 of the Government Code that a Special Session of the Board of Directors of the Mendocino Coast Health Care District is called to be held on February 24, 2015 at 5:00 P.M. at Redwoods Room, 700 River Drive, Fort Bragg, California

CONDUCT OF BUSINESS:

1. Call to Order
2. Roll Call

OPEN SESSION:

1. **INFORMATION:** Program BETA Presentation on Directors and Officers (D&O) Liability Coverage
3. Comments from Community
4. Adjourn

Dated: February 20, 2015

Gayl Moon
Secretary to the Board of Directors

STATE OF CALIFORNIA)
COUNTY OF MENDOCINO) §

I declare under penalty of perjury that I am employed by the Mendocino Coast Health Care District Board of Directors; and that I posted this notice at the North and Patient Services Building Lobby entrances to the Mendocino Coast District Hospital on February 20, 2015.

Gayl Moon
Secretary to the Board of Directors

Date

All disabled persons requesting disability related modifications or accommodations, including auxiliary aids or service may make such request in order to participate in a public meeting to Gayl Moon, Secretary to the Board of Directors, 700 River Drive, Fort Bragg, CA 95437 no later than 1 working days prior to the meeting that such matter be included on that month's agenda.

*Per District Resolution, each member of the public who wishes to speak shall be limited to three minutes each per agenda item. Please identify yourself prior to speaking. Thank you.

BOARD OF DIRECTORS

THURSDAY, FEBRUARY 26, 2015

AGENDA

**9:00 A.M. – REDWOODS ROOM MCDH
700 RIVER DR. FORT BRAGG, CA 95437**

**NOTICE OF SPECIAL BOARD OF DIRECTORS MEETING
OF THE BOARD OF DIRECTORS
MENDOCINO COAST HEALTH CARE DISTRICT**

NOTICE IS HEREBY GIVEN in accordance with Section 54956 of the Government Code that a Special Session of the Board of Directors of the Mendocino Coast Health Care District is called to be held on February 26, 2015 at 9:00 a.m. at Mendocino Coast District Hospital, 700 River Drive, Fort Bragg, California

CONDUCT OF BUSINESS:

1. Call to Order
2. Roll Call
3. Comments from the Community

CLOSED SESSION:

1. **Information/Action:** Public Employment: CEO Candidate Interviews, Government Code §54957 and Gillespie v. San Francisco Public Library (1998) 67 Cal App. 4th 1165

RECONVENTION OF OPEN SESSION: CALL TO ORDER-MR. SEAN HOGAN, PRESIDENT

- Roll call

REPORT ON CLOSED SESSION MATTERS:

1. CEO Candidate Interviews
2. Comments from Community
3. Comments from Board of Directors
4. Adjourn

Dated: February 20, 2015

Gayl Moon
Secretary to the Board of Directors

STATE OF CALIFORNIA)
COUNTY OF MENDOCINO) §

I declare under penalty of perjury that I am employed by the Mendocino Coast Health Care District Board of Directors; and that I posted this notice at the North and Patient Services Building Lobby entrances to the Mendocino Coast District Hospital on February 20, 2015

Gayl Moon
Secretary to the Board of Directors

Date

All disabled persons requesting disability related modifications or accommodations, including auxiliary aids or service may make such request in order to participate in a public meeting to Gayl Moon, Secretary to the Board of Directors, 700 River Drive, Fort Bragg, CA 95437 no later than 1 working days prior to the meeting that such matter be included on that month's agenda.

*Per District Resolution, each member of the public who wishes to speak shall be limited to three minutes each per agenda item. Please identify yourself prior to speaking. Thank you.

BOARD OF DIRECTORS

FRIDAY, FEBRUARY 27, 2015

AGENDA

**11:30 A.M. – REDWOODS ROOM MCDH
700 RIVER DR. FORT BRAGG, CA 95437**

**NOTICE OF SPECIAL BOARD OF DIRECTORS MEETING
OF THE BOARD OF DIRECTORS
MENDOCINO COAST HEALTH CARE DISTRICT**

NOTICE IS HEREBY GIVEN in accordance with Section 54956 of the Government Code that a Special Session of the Board of Directors of the Mendocino Coast Health Care District is called to be held on February 27, 2015 at 11:30 a.m. at Mendocino Coast District Hospital, 700 River Drive, Fort Bragg, California

CONDUCT OF BUSINESS:

1. Call to Order
2. Roll Call
3. Comments from the Community

CLOSED SESSION:

1. ***Information/Action:*** Public Employment: CEO Candidate Interviews, Government Code §54957 and Gillespie v. San Francisco Public Library (1998) 67 Cal App. 4th 1165

RECONVENTION OF OPEN SESSION: CALL TO ORDER-MR. SEAN HOGAN, PRESIDENT

- Roll call

REPORT ON CLOSED SESSION MATTERS:

1. CEO Candidate Interviews
2. Comments from Community
3. Comments from Board of Directors
4. Adjourn

Dated: February 20, 2015

Gayl Moon
Secretary to the Board of Directors

STATE OF CALIFORNIA)
COUNTY OF MENDOCINO) §

I declare under penalty of perjury that I am employed by the Mendocino Coast Health Care District Board of Directors; and that I posted this notice at the North and Patient Services Building Lobby entrances to the Mendocino Coast District Hospital on February 20, 2015

Gayl Moon
Secretary to the Board of Directors

Date

All disabled persons requesting disability related modifications or accommodations, including auxiliary aids or service may make such request in order to participate in a public meeting to Gayl Moon, Secretary to the Board of Directors, 700 River Drive, Fort Bragg, CA 95437 no later than 1 working days prior to the meeting that such matter be included on that month's agenda.

*Per District Resolution, each member of the public who wishes to speak shall be limited to three minutes each per agenda item. Please identify yourself prior to speaking. Thank you.

BOARD OF DIRECTORS

MONDAY, MARCH 2, 2015

AGENDA

**10:30 A.M. – REDWOODS ROOM MCDH
700 RIVER DR. FORT BRAGG, CA 95437**

**NOTICE OF SPECIAL BOARD OF DIRECTORS MEETING
OF THE BOARD OF DIRECTORS
MENDOCINO COAST HEALTH CARE DISTRICT**

NOTICE IS HEREBY GIVEN in accordance with Section 54956 of the Government Code that a Special Session of the Board of Directors of the Mendocino Coast Health Care District is called to be held on March 2, 2015 at 10:30 a.m. at Mendocino Coast District Hospital, 700 River Drive, Fort Bragg, California

CONDUCT OF BUSINESS:

1. Call to Order
2. Roll Call
3. Comments from the Community

CLOSED SESSION:

1. ***Information/Action:*** Public Employment: CEO Candidate Interview, Government Code §54957 and Gillespie v. San Francisco Public Library (1998) 67 Cal App. 4th 1165

RECONVENTION OF OPEN SESSION: CALL TO ORDER-MR. SEAN HOGAN, PRESIDENT

- Roll call

REPORT ON CLOSED SESSION MATTERS:

1. CEO Candidate Interview
2. Comments from Community
3. Comments from Board of Directors
4. Adjourn

Dated: February 20, 2015

Gayl Moon
Secretary to the Board of Directors

STATE OF CALIFORNIA)
COUNTY OF MENDOCINO) §

I declare under penalty of perjury that I am employed by the Mendocino Coast Health Care District Board of Directors; and that I posted this notice at the North and Patient Services Building Lobby entrances to the Mendocino Coast District Hospital on February 20, 2015

Gayl Moon
Secretary to the Board of Directors

Date

All disabled persons requesting disability related modifications or accommodations, including auxiliary aids or service may make such request in order to participate in a public meeting to Gayl Moon, Secretary to the Board of Directors, 700 River Drive, Fort Bragg, CA 95437 no later than 1 working days prior to the meeting that such matter be included on that month's agenda.

*Per District Resolution, each member of the public who wishes to speak shall be limited to three minutes each per agenda item. Please identify yourself prior to speaking. Thank you.

AMENDED PUBLIC NOTICE

MENDOCINO COAST HEALTH CARE DISTRICT
BOARD OF DIRECTORS
REGULAR MEETING

THURSDAY, MARCH 5, 2015

5:00 p.m. Closed Session

MENDOCINO COAST DISTRICT HOSPITAL

Redwoods Room

700 River Drive

Fort Bragg, California 95437

I. CLOSED SESSION

- **Information/Action:** Conference with Legal Counsel regarding the status of the pending Bankruptcy of Mendocino Coast District Hospital, Case No. 12-12753, U.S. Bankruptcy Court, Northern District of California, Santa Rosa, CA pursuant to Section 54956.9
- **Information/Action:** Closed Session: Update regarding Self Reporting Disclosure Protocol (SRDP) to Center for Medicare/Medicaid Services (CMS) pursuant to the "Stark Law" 42 United States Code §1395nn and C.F.R. §411.350 *et. seq.* Discussion with Wayne Allen, CRO regarding status and content of SRDP report per Government Code §54956.9
- **Information/Action:** Pursuant to §32155 of the Health and Safety Code February Quality Management and Improvement Council Reports
- **Information/Action:** Pursuant to California Government Code §54954.5 and §32155 of the Health and Safety Code Medical Staff Credentials and Privileges Review
- **Information/Action:** Public employment: Update on status of Contract Negotiation for John Kermen, DO; Government Code §54954.5
- **Information/Action:** Personnel Session with District Legal Counsel Government Code Section §54957

II. 6:00 P.M. OPEN SESSION CALL TO ORDER– SEAN HOGAN, PRESIDENT

III. ROLL CALL

IV. REPORT ON CLOSED SESSION MATTERS

- | | |
|--|---------------------------|
| ➤ Chapter 9 Bankruptcy Proceedings update | Information/Action |
| ➤ Self Reporting Disclosure Protocol | Information/Action |
| ➤ February Quality Management and Improvement Council Report | Information/Action |
| ➤ Medical Staff Credentials and Privileges Report | Information/Action |
| ➤ Update on Contract Negotiation for John Kermen, DO | Information/Action |
| ➤ Personnel Session with District Legal Counsel | Information/Action |

PUBLIC COMMENTS

This portion of the meeting is reserved for persons desiring to address the Board of Directors on any matter over which the District has jurisdiction. You must state your name and address for the record. Time is limited to 3 minutes with a 20-minute total time limit for all comments. The Board of Directors can take no action on your presentation, but can seek clarification to points made in your presentation or comments. Additionally, members can ask staff for factual

information or refer the item to staff and/or calendar the item on a future agenda. Any person desiring to speak on an agenda item will be given an opportunity to do so prior to the Board of Directors taking action on the item.

V. BOARD COMMENTS

VI. APPROVAL OF CONSENT CALENDAR

Action

The following items are considered routine and non-controversial by Hospital Staff. Consent items may be approved by one motion if no member of the Board or audience wishes to comment or ask questions. If comment or discussion is desired, the item will be removed from the Consent Agenda and will be considered at a later meeting.

- Approval of Board of Directors meeting minutes of January 29, 2014 Tab 1
- Approval of Special Board meeting minutes of February 10, 2015 Tab 1a
- Policies & Procedures Tab 2
- **Policy Titles** **Policy Numbers**
 - Mandatory Flu Vaccination Policy 170.1075
 - Isolation Precaution Guidelines 170.1031
 - Wellness Program 320.9000
 - Wellness Program Mission and Values 320.9001
 - Integrative Medicine Payment Agreement 320.9002
 - Wellness Class Payment Agreement 320.9003
 - Integrative Medicine Delivery 320.9004
 - Administrative Nursing Supervisor Meetings 200.1310
 - Plan for Provision of Nursing Care 200.1330
 - Adoption Policy for Infants Born at Mendocino Coast District Hospital 230.1010
 - Contraction Stress Test 230.1130
 - Neonatal Phototherapy 230.1460
 - 12 Lead Electrocardiogram (ECG/EKG) 300.1201

VII. NEW BUSINESS

- Announcement of Engagement new Interim CEO, Chad Chadwick **Information**
- Discuss the Board of Directors going paperless: Dr. Bill Rohr **Information/Action**
- Discussion Re: Compliance Officer: Mr. Sean Hogan, President **Information/Action**
- Temporary Portable X-Ray Unit: Ms. Terry Murphy **Information/Action**
- Discuss hiring a permanent CFO: Dr. Bill Rohr **Information/Action**
- Physician’s Malpractice Insurance: Mr. John Ruprecht, Legal Counsel **Information/Action**

VIII. OLD BUSINESS

- Electronic Medical Records Update: Mr. Steve Miller, Interim CFO **Information/Action**
- Staffing Requirements for CNA’s: Dr. Bill Rohr **Information/Action**
- Approval of Joint Conference Committee: Dr. Peter Glusker **Information/Action**
- Review and possible Approval of Veteran Affairs Patient-Centered Community Care (PC3) Program: Mr. Wayne Allen, CRO **Information/Action**

IX. REPORTS

- Finance Committee Report: Dr. Bill Rohr
 - Statistical/Finance Report, January 2014 Tab 3 **Action**
- CFO Report: Mr. Steve Miller, Interim CFO **Information**

- Medical Staff: Dr. John Kermen
 - A. Appointments to Medical Staff (Provisional Status)
 1. Andrew Freedman, MD- Department of Medicine-Intensivist-Telemedicine
 2. Melvin Selinger, MD- Department of Medicine-Intensivist-Telemedicine
 - B. Appointment to Allied Health Professionals (Provisional Status)
 1. Stefan Ripich, ND; CNP- Allied Health Professional (AHP)- Department of Medicine-North Coast Family Health Center
 - C. Locum Tenens Coverage- Temporary Privileges
 1. Andrew Freedman, MD- Department of Medicine-Intensivist-Telemedicine
(January 23-February 28, 2015)
 2. Lisa Johnson, MD- Department of Medicine-Pediatrics (February 1-April 30 2015)
 3. Stefan Ripich, ND; CNP- Allied Health Professional (AHP) Department of Medicine-North Coast Family Health Center (February 16, 2015-March 31, 2015)
 4. Richard Sacks-Wilner, MD- Department of Medicine-Hospitalist (February 1, 2015-March 31, 2015)
 5. Melvin Selinger, MD- Department of Medicine-Intensivist-Telemedicine (January 23-February 28, 2015)
 6. Thuyen Tran, MD- Department of Medicine-Radiology (February 15-28, 2015)
 7. Lawrence Vierra, DO- Department of Surgery-Orthopedics (February 1, 2015-March 31, 2015)
 8. Roger Brecheen, MD- Department of Surgery-OB-GYN (February 1, 2015-March 31, 2015)
 9. Khin Aye Ma, MD- Department of Medicine-Endocrinology-NCFHC
(EXTENSION: February 1-March 31, 2015)
 - D. Completion of Provisional Status to Active Status:
 1. Robin Serrahn, MD- Department of Medicine-Emergency
 - E. Release from Proctoring: Allied Health Professional to the Medical Staff:
 1. Kei Velazquez, NP, CNM- Department of Medicine-NCFHC Women's Health
 - F. Re-Appointments to Medical Staff
 1. Sanford Brown, MD- Department of Medicine- Family Practice
 2. John Cottle, MD- Department of Medicine- Family Practice
 3. James Dolan, MD- Department of Medicine- Family Practice; Emergency Department & Hospitalist
 4. John Gallo, MD- Department of Medicine – Family Practice- Hospitalist/NCFHC
 5. Wade Gray, MD- Department of Medicine- Family Practice
 6. Diane Harris, MD- Department of Medicine- Family Practice- NCFHC
 7. Jennifer Kreger, MD- Department of Medicine- Family Practice- NCFHC
 8. William Mahon, MD- Department of Medicine- Pediatrics
 9. Vicky Solonuik, MD- Department of Medicine- Pediatrics
 - G. Re-Appointments to Allied Health Professionals:
 1. Sasha Graham, RNP- Department of Medicine-AHP- NCFHC
 2. Sharon Hunter, FNP- Department of Medicine-AHP- NCFHC
 3. Marilyn Magoffin, FNP- Department of Medicine-AHP- NCFHC
 - H. Appointment of V-Rad TeleRadiology Physicians:
 1. Melissa Debayle, MD
 - I. Re-Appointment of V-Rad TeleRadiology Physicians:
 1. Shwan Kim, MD

- Forecasted FY 2015 Financials
- Planning Committee Report: Mr. Tom Birdsell **Information**
- CEO Report: Mr. Chad Chadwick, Interim CEO Tab 5 **Information**
- Chief of Patient Care Services Report: Ms. Terry Murphy Tab 6 **Information**
- Approval of Alysoun Huntley Ford Fund Draw **Action**
- Association and Community Service Reports **Information**
 - ✓ Report on Grange and FB Soroptimist Talks: Dr. Bill Rohr **Information**
 - ✓ Rural Hospital Symposium Report: Mr. Sean Hogan **Information**

X. Public Comments

This portion of the meeting is reserved for persons desiring to address the Board of Directors on any matter over which the District has jurisdiction. You must state your name and address for the record. Time is limited to 3 minutes. The Board of Directors can take no action on your presentation, but can seek clarification to points made in your presentation or comments. Additionally, members can ask staff for factual information or refer the item to staff and/or calendar the item on a future agenda. Any person desiring to speak on an agenda item will be given an opportunity to do so prior to the Board of Directors taking action on the item.

XI. ADJOURNMENT

**** THIS DOCUMENT WILL BE PROVIDED AT THE MEETING.***

All disabled persons requesting disability related modifications or accommodations, including auxiliary aids or service may make such request in order to participate in a public meeting to Gayl Moon, Secretary to the Board of Directors, 700 River Drive, Fort Bragg, CA 95437, no later than 72 hours prior to the meeting that such matter be included on that month's agenda.

*Per District Resolution, each member of the Public who wishes to speak shall be limited to three minutes each per agenda item. Please identify yourself prior to speaking. Thank you.

BOARD OF DIRECTORS

SATURDAY, MARCH 7, 2015

AGENDA

**10:00 A.M. – REDWOODS ROOM MCDH
700 RIVER DR. FORT BRAGG, CA 95437**

**NOTICE OF SPECIAL BOARD OF DIRECTORS MEETING
OF THE BOARD OF DIRECTORS
MENDOCINO COAST HEALTH CARE DISTRICT**

NOTICE IS HEREBY GIVEN in accordance with Section 54956 of the Government Code that a Special Session of the Board of Directors of the Mendocino Coast Health Care District is called to be held on March 7, 2015 at 10:00 a.m. at Mendocino Coast District Hospital, 700 River Drive, Fort Bragg, California

CONDUCT OF BUSINESS:

1. Call to Order
2. Roll Call
3. Comments from the Community

CLOSED SESSION:

1. **Information/Action:** Public Employment: CEO Candidate Interview, Government Code §54957 and Gillespie v. San Francisco Public Library (1998) 67 Cal App. 4th 1165

RECONVENTION OF OPEN SESSION: CALL TO ORDER-MR. SEAN HOGAN, PRESIDENT

- Roll call

REPORT ON CLOSED SESSION MATTERS:

1. CEO Candidate Interview
2. Comments from Community
3. Comments from Board of Directors
4. Adjourn

Dated: March 6, 2015

Gayl Moon
Secretary to the Board of Directors

STATE OF CALIFORNIA)
COUNTY OF MENDOCINO) §

I declare under penalty of perjury that I am employed by the Mendocino Coast Health Care District Board of Directors; and that I posted this notice at the North and Patient Services Building Lobby entrances to the Mendocino Coast District Hospital on March 6, 2015

Gayl Moon
Secretary to the Board of Directors

Date

All disabled persons requesting disability related modifications or accommodations, including auxiliary aids or service may make such request in order to participate in a public meeting to Gayl Moon, Secretary to the Board of Directors, 700 River Drive, Fort Bragg, CA 95437 no later than 1 working days prior to the meeting that such matter be included on that month's agenda.

*Per District Resolution, each member of the public who wishes to speak shall be limited to three minutes each per agenda item. Please identify yourself prior to speaking. Thank you.

BOARD OF DIRECTORS

WEDNESDAY, MARCH 11, 2015

AGENDA

**5:00 P.M. – NEVA CANNON ROOM MCDH
700 RIVER DR. FORT BRAGG, CA 95437**

**NOTICE OF SPECIAL BOARD OF DIRECTORS MEETING
OF THE BOARD OF DIRECTORS
MENDOCINO COAST HEALTH CARE DISTRICT**

NOTICE IS HEREBY GIVEN in accordance with Section 54956 of the Government Code that a Special Session of the Board of Directors of the Mendocino Coast Health Care District is called to be held on March 11, 2015 at 5:00 p.m. at Mendocino Coast District Hospital, 700 River Drive, Fort Bragg, California

CONDUCT OF BUSINESS:

1. Call to Order
2. Roll Call
3. Comments from the Community

CLOSED SESSION:

1. **Information/Action:** Conference with Legal Counsel regarding the status of the pending Bankruptcy of Mendocino Coast District Hospital, Case No. 12-12753, U.S. Bankruptcy Court, Northern District of California, Santa Rosa, CA pursuant to Section 54956.9
2. **Action:** Public Employment: To review QHR Contract for Steve Miller, Interim CFO Candidate Government Code Sections 54954.5 and 54957

RECONVENTION OF OPEN SESSION: CALL TO ORDER - MR. SEAN HOGAN, PRESIDENT

- Roll call

OPEN SESSION:

Report out on Closed Session Matters:

1. Chapter 9 Bankruptcy Proceedings update
2. QHR Contract for Steve Miller, Interim CFO
3. Discussion with Chad Chadwick, Interim CEO
4. Comments from Community
5. Comments from Board of Directors
6. Adjourn

Dated: March 10, 2015

Gayl Moon
Secretary to the Board of Directors

STATE OF CALIFORNIA)
COUNTY OF MENDOCINO) §

I declare under penalty of perjury that I am employed by the Mendocino Coast Health Care District Board of Directors; and that I posted this notice at the North and Patient Services Building Lobby entrances to the Mendocino Coast District Hospital on March 10, 2015

Gayl Moon
Secretary to the Board of Directors

Date

All disabled persons requesting disability related modifications or accommodations, including auxiliary aids or service may make such request in order to participate in a public meeting to Gayl Moon, Secretary to the Board of Directors, 700 River Drive, Fort Bragg, CA 95437 no later than 1 working days prior to the meeting that such matter be included on that month's agenda.

*Per District Resolution, each member of the public who wishes to speak shall be limited to three minutes each per agenda item. Please identify yourself prior to speaking. Thank you.

AMENDED PUBLIC NOTICE

MENDOCINO COAST HEALTH CARE DISTRICT
BOARD OF DIRECTORS
REGULAR MEETING

THURSDAY, MARCH 26, 2015
5:00 p.m. Closed Session

MENDOCINO COAST DISTRICT HOSPITAL
Redwoods Room
700 River Drive
Fort Bragg, California 95437

I. CLOSED SESSION

- **Information/Action:** Conference with Wayne Allen, CRO regarding the status of the pending Bankruptcy of Mendocino Coast District Hospital, Case No. 12-12753, U.S. Bankruptcy Court, Northern District of California, Santa Rosa, CA pursuant to Section 54956.9
- **Information/Action:** Pursuant to §32155 of the Health and Safety Code January Quality Management and Improvement Council Reports
- **Information/Action:** Pursuant to California Government Code §54954.5 and §32155 of the Health and Safety Code Medical Staff Credentials and Privileges Review
- **Information/Action:** Public employment: To receive a status update on contract negotiations for John Kermen, DO; Government Code §54954.5
- **Information/Action:** Public Employment/Personnel: Discussion of terms of permanent CEO Contract; Government Code §54957 and Gillespie v. San Francisco Public Library (1998) 67 Cal App. 4th 1165

II. 6:00 P.M. OPEN SESSION CALL TO ORDER– SEAN HOGAN, PRESIDENT

III. ROLL CALL

IV. REPORT ON CLOSED SESSION MATTERS

- | | |
|---|---------------------------|
| ➤ Chapter 9 Bankruptcy Proceedings update | Information/Action |
| ➤ January Quality Management and Improvement Council Report | Information/Action |
| ➤ Medical Staff Credentials and Privileges Report | Information/Action |
| ➤ Contract negotiations update for John Kermen, DO | Information/Action |
| ➤ Permanent CEO Contract | Information/Action |

PUBLIC COMMENTS

This portion of the meeting is reserved for persons desiring to address the Board of Directors on any matter over which the District has jurisdiction. You must state your name and address for the record. Time is limited to 3 minutes with a 20-minute total time limit for all comments. The Board of Directors can take no action on your presentation, but can seek clarification to points made in your presentation or comments. Additionally, members can ask staff for factual information or refer the item to staff and/or calendar the item on a future agenda. Any person desiring to speak on an agenda item will be given an opportunity to do so prior to the Board of Directors taking action on the item.

V. BOARD COMMENTS

VI. APPROVAL OF CONSENT CALENDAR

Action

The following items are considered routine and non-controversial by Hospital Staff. Consent items may be approved by one motion if no member of the Board or audience wishes to comment or ask questions. If comment or discussion is desired, the item will be removed from the Consent Agenda and will be considered at a later meeting.

- Approval of Board of Directors meeting minutes of March 5, 2015 Tab 1
- Approval of Special Board meeting minutes of February 24, 2015 Tab 1a
- Approval of Special Board meeting minutes of February 26, 2015 am Tab 1b
- Approval of Special Board meeting minutes of February 26, 2015 Tab 1c
- Approval of Special Board meeting minutes of February 27, 2015 Tab 1d
- Approval of Special Board meeting minutes of March 2, 2015 Tab 1e
- Approval of Special Board meeting minutes of March 11, 2015 Tab 1f
- Approval of Ad Hoc Committee meeting minutes of Dec 4, 2014 Tab 1g
- Policies & Procedures Tab 2
- **Policy Titles** **Policy Numbers**
 - Corner Notification 205.1190
 - Integrative Medicine Delivery for Inpatients and Payment for Service 320.9002

VII. NEW BUSINESS

- JPA Discussion: Mr. Bill Boerum and Mr. Kurt Hahn **Information/Action**
- Required Limits of Medical Malpractice Insurance for Hospitalists: **Information/Action**
Mr. John Ruprecht
- Mental Health Wellness Grant for Mendocino County Letter of Support: **Information/Action**
Mr. Sean Hogan, President

VIII. OLD BUSINESS

- None

IX. REPORTS

- Finance Committee Report: Dr. Peter Glusker Tab 3 **Action**
 - Statistical/Finance Report, January 2014 **Action**
- Medical Staff: Dr. John Kermen Tab 4 **Action**
 - A. Appointments to Medical Staff
 1. Roger Brecheen, MD –Department of Surgery-Obstetrics-Gynecology
 2. Gary LeKander, MD –Department of Medicine-Intensivist-Telemedicine
 3. Khin Ave Ma, MD –Department of Medicine-Endocrinology
 - B. Locum Tenens Coverage
 1. Sanjay Agarwal, MD –Department of Medicine-Hospitalist (March 1-March 31, 2015)
 2. Lawrence Burchette, MD –Department of Medicine-Emergency Department (March 19-April 19, 2015)
 3. Jennings Staley, MD –Department of Medicine-Hospitalist (March 13-April 13, 2015)
 4. Nicole Weber, MD –Department of Surgery-OB-GYN (March 26-April 26, 2015)
 - C. Re-Appointment of V-Rad TeleRadiology Physicians:
 1. Young Song, MD
- Chief of Patient Care Services Report: Ms. Terry Murphy Tab 5 **Information**
- CEO Report: Mr. Chad Chadwick, Interim CEO **Information**
- Approval of Alysoun Huntley Ford Fund Draw **Action**

➤ Association and Community Service Reports

Information

X. Public Comments

This portion of the meeting is reserved for persons desiring to address the Board of Directors on any matter over which the District has jurisdiction. You must state your name and address for the record. Time is limited to 3 minutes. The Board of Directors can take no action on your presentation, but can seek clarification to points made in your presentation or comments. Additionally, members can ask staff for factual information or refer the item to staff and/or calendar the item on a future agenda. Any person desiring to speak on an agenda item will be given an opportunity to do so prior to the Board of Directors taking action on the item.

XI. ADJOURNMENT

**** THIS DOCUMENT WILL BE PROVIDED AT THE MEETING.***

All disabled persons requesting disability related modifications or accommodations, including auxiliary aids or service may make such request in order to participate in a public meeting to Gayl Moon, Secretary to the Board of Directors, 700 River Drive, Fort Bragg, CA 95437, no later than 72 hours prior to the meeting that such matter be included on that month's agenda.

*Per District Resolution, each member of the Public who wishes to speak shall be limited to three minutes each per agenda item. Please identify yourself prior to speaking. Thank you.

BOARD OF DIRECTORS

TUESDAY, APRIL 7, 2015

AGENDA

**5:00 P.M. – NEVA CANNON ROOM MCDH
700 RIVER DR. FORT BRAGG, CA 95437**

**NOTICE OF SPECIAL BOARD OF DIRECTORS MEETING
OF THE BOARD OF DIRECTORS
MENDOCINO COAST HEALTH CARE DISTRICT**

NOTICE IS HEREBY GIVEN in accordance with Section 54956 of the Government Code that a Special Session of the Board of Directors of the Mendocino Coast Health Care District is called to be held on April 7, 2015 at 5:00 p.m. at Mendocino Coast District Hospital, 700 River Drive, Fort Bragg, California

CONDUCT OF BUSINESS:

1. Call to Order
2. Roll Call
3. Comments from the Community

CLOSED SESSION:

1. **Information/Action:** Discussion regarding the status of the pending Bankruptcy of Mendocino Coast District Hospital, Case No. 12-12753, U.S. Bankruptcy Court, Northern District of California, Santa Rosa, CA pursuant to Section 54956.9

RECONVENTION OF OPEN SESSION: CALL TO ORDER - MR. SEAN HOGAN, PRESIDENT

- Roll call

REPORT ON CLOSED SESSION MATTERS:

1. Chapter Nine Bankruptcy Discussion
2. Comments from Community
7. Comments from Board of Directors
8. Adjourn

Dated: April 3, 2015

Gayl Moon
Secretary to the Board of Directors

STATE OF CALIFORNIA)
COUNTY OF MENDOCINO) §

I declare under penalty of perjury that I am employed by the Mendocino Coast Health Care District Board of Directors; and that I posted this notice at the North and Patient Services Building Lobby entrances to the Mendocino Coast District Hospital on April 3, 2015

Gayl Moon
Secretary to the Board of Directors

Date

All disabled persons requesting disability related modifications or accommodations, including auxiliary aids or service may make such request in order to participate in a public meeting to Gayl Moon, Secretary to the Board of Directors, 700 River Drive, Fort Bragg, CA 95437 no later than 1 working days prior to the meeting that such matter be included on that month's agenda.

*Per District Resolution, each member of the public who wishes to speak shall be limited to three minutes each per agenda item. Please identify yourself prior to speaking. Thank you.

PUBLIC NOTICE

MENDOCINO COAST HEALTH CARE DISTRICT
BOARD OF DIRECTORS
REGULAR MEETING

THURSDAY, APRIL 23, 2015
5:00 p.m. Closed Session

MENDOCINO COAST DISTRICT HOSPITAL
Redwoods Room
700 River Drive
Fort Bragg, California 95437

I. CLOSED SESSION

- **Information/Action:** Pursuant to §32155 of the Health and Safety Code 1st Quarter 2015 Quality Management and Improvement Council Reports
- **Information/Action:** Conference with Wayne Allen, CRO regarding the status of the pending Bankruptcy of Mendocino Coast District Hospital, Case No. 12-12753, U.S. Bankruptcy Court, Northern District of California, Santa Rosa, CA pursuant to Section 54956.9
- **Information/Action:** Pursuant to California Government Code §54954.5 and §32155 of the Health and Safety Code Medical Staff Credentials and Privileges Review
- Association of California Healthcare Districts' Survey of January, 2014 required by The Joint Commission (TJC). Exempt from public disclosure pursuant to Government Code §6254(s); Evidence Code §1157; and Health & Safety Code §32,155

II. 6:00 P.M. OPEN SESSION CALL TO ORDER– SEAN HOGAN, PRESIDENT

III. ROLL CALL

IV. INTRODUCTION OF BOB EDWARDS, CEO

IV. REPORT ON CLOSED SESSION MATTERS

- 1st Quarter 2015 Quality Management and Improve Council Rpt **Information/Action**
- Chapter 9 Bankruptcy Proceedings update **Information/Action**
- Medical Staff Credentials and Privileges Report **Information/Action**
- Board Self Evaluation **Information/Action**

PUBLIC COMMENTS

This portion of the meeting is reserved for persons desiring to address the Board of Directors on any matter over which the District has jurisdiction. You must state your name and address for the record. Time is limited to 3 minutes with a 20-minute total time limit for all comments. The Board of Directors can take no action on your presentation, but can seek clarification to points made in your presentation or comments. Additionally, members can ask staff for factual information or refer the item to staff and/or calendar the item on a future agenda. Any person desiring to speak on an agenda item will be given an opportunity to do so prior to the Board of Directors taking action on the item.

V. BOARD COMMENTS

VI. APPROVAL OF CONSENT CALENDAR

Action

The following items are considered routine and non-controversial by Hospital Staff. Consent items may be approved by one motion if no member of the Board or audience wishes to comment or ask questions. If comment or discussion is desired, the item will be removed from the Consent Agenda and will be considered at a later meeting.

- Approval of Board of Directors meeting minutes of March 26, 2015 Tab 1
- Approval of Special Board meeting minutes of April 7, 2015 Tab 1a
- Policies & Procedures Tab 2
- **Policy Titles** **Policy Numbers**
 - Mandatory Flu Vaccination Policy 170.1075
 - Photographing of Patients by Physicians, Staff Members, Patients And/or Visitors in Clinical Settings at Mendocino Coast Dist Hospital 100.3004
 - Cleanroom Storage and Stocking of Medications, Supplies and Equipment Procedures 315.5021
 - Environmental Monitoring of the Compounded Sterile Preparation Compounding Area 315.5032
 - Crash Cart Medications 315.3040
 - Annual Influenza Vaccine 130.3068

VII. NEW BUSINESS

- Policy on Process to Review Physician Contracts: Mr. Bob Edwards, CEO Tab 3 **Action**

VIII. OLD BUSINESS

- X-Ray Machine: Ms. Terry Murphy **Information/Action**
- Bank Resolution 2015-2 Tab 4 **Action**
- Bank Resolution 2015-3 Tab 5 **Action**
- Bank Resolution 2015-4 Tab 6 **Action**

IX. REPORTS

- Finance Committee Report: Dr. Bill Rohr Tab 7 **Action**
 - Statistical/Finance Report, March 2015 **Action**
- Medical Staff: Dr. John Kermen Tab 8 **Action**
 - A. Appointments to Medical Staff
 1. Lawrence Burchett, MD –Department of Medicine-Emergency Dept
 2. Barbara Killian, MD –Department of Medicine-Emergency
 - B. Temporary Privileges (Pending Appointment)
 1. Barbara Killian, MD –Department of Medicine-Emergency (April 11-April 30, 2015)
 2. Lawrence Burchett, MD –Department of Medicine-Emergency Dept (March 19-April 30, 2015)
 - C. Re-Appointments to Medical Staff
 1. Jeffrey Berenson, MD –Department of Medicine-Internal Medicine
 2. Neal Birnbaum, MD –Department of Medicine-Rheumatology
 3. Peter Bretan, MD –Department of Surgery-Urology
 4. Michael Brown, MD –Department of Medicine-Psychiatry
 5. Josef Chemtob, MD –Department of Medicine-Telemedicine
 6. John Garratt, MD –Department of Medicine-Psychiatry
 7. Peter Glusker, MD –Department of Medicine-Neurology
 8. Benjamin Graham, MD –Department of Medicine-Internal Medicine

9. James Gude, MD –Department of Medicine-Internal Medicine-Hospitalist/Telemedicine
10. Adam Kawalek, MD –Department of Medicine-Telemedicine
11. Jason Kirkman, MD –Department of Medicine-Internal Medicine
12. Richard Lapin, MD –Department of Medicine-Telemedicine
13. James Pretorius, MD –Department of Medicine-Hospitalist
14. John Rochat, MD –Department of Medicine-Internal Medicine-Hematology/Oncology
15. James Swallow, MD –Department of Medicine-Internal Medicine
16. John Wallace, MD –Department of Medicine-Internal Medicine-Hospitalist

D. Re-Appointment of V-Rad TeleRadiology Physicians

1. Young Song, MD

- | | |
|---|---------------------------|
| ➤ Home Health Annual Evaluation Report: Ms. Junice Wilson | Tab 6 Information |
| ➤ Chief of Patient Care Services Report: Ms. Terry Murphy | Tab 7 Information |
| ➤ CEO Report: Mr. Bob Edwards, CEO | Information |
| ➤ Planning Committee Report: Mr. Tom Birdsell | Information |
| ➤ JPA Report: Mr. Tom Birdsell | Action/Information |
| ➤ Approval of Alysoun Huntley Ford Fund Draw | Action |
| ➤ Association and Community Service Reports | Information |

X. Public Comments

This portion of the meeting is reserved for persons desiring to address the Board of Directors on any matter over which the District has jurisdiction. You must state your name and address for the record. Time is limited to 3 minutes. The Board of Directors can take no action on your presentation, but can seek clarification to points made in your presentation or comments. Additionally, members can ask staff for factual information or refer the item to staff and/or calendar the item on a future agenda. Any person desiring to speak on an agenda item will be given an opportunity to do so prior to the Board of Directors taking action on the item.

XI. ADJOURNMENT

*** THIS DOCUMENT WILL BE PROVIDED AT THE MEETING.**

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*Per District Resolution, each member of the Public who wishes to speak shall be limited to three minutes each per agenda item. Please identify yourself prior to speaking. Thank you.

BOARD OF DIRECTORS

WEDNESDAY, APRIL 29, 2015

AGENDA

**5:00 p.m. – REDWOODS ROOM MCDH
700 RIVER DR. FORT BRAGG, CA 95437**

**NOTICE OF SPECIAL BOARD OF DIRECTORS MEETING
OF THE BOARD OF DIRECTORS
MENDOCINO COAST HEALTH CARE DISTRICT**

NOTICE IS HEREBY GIVEN in accordance with Section 54956 of the Government Code that a Special Session of the Board of Directors of the Mendocino Coast Health Care District is called to be held on April 29, 2015 at 5:00 p.m. at Mendocino Coast District Hospital, 700 River Drive, Fort Bragg, California

CONDUCT OF BUSINESS:

1. Call to Order
2. Roll Call
3. Comments from the Community

CLOSED SESSION:

1. ***Information/Action:*** Conference with legal counsel regarding the status of the pending Bankruptcy of Mendocino Coast District Hospital, Case No. 12-12753, U.S. Bankruptcy Court, Northern District of California, Santa Rosa, CA pursuant to Section 54956.9

RECONVENTION OF OPEN SESSION: CALL TO ORDER - MS. KITTY BRUNING, VICE-PRESIDENT

- Roll call

REPORT ON CLOSED SESSION MATTERS:

1. ***Information/Action*** Chapter 9 Bankruptcy Proceedings update
2. Comments from Community
3. Comments from Board of Directors
4. Adjourn

Dated: April 27, 2015

Gayl Moon
Secretary to the Board of Directors

STATE OF CALIFORNIA)
COUNTY OF MENDOCINO) §

I declare under penalty of perjury that I am employed by the Mendocino Coast Health Care District Board of Directors; and that I posted this notice at the North and Patient Services Building Lobby entrances to the Mendocino Coast District Hospital on April 27, 2015

Gayl Moon
Secretary to the Board of Directors

Date

All disabled persons requesting disability related modifications or accommodations, including auxiliary aids or service may make such request in order to participate in a public meeting to Gayl Moon, Secretary to the Board of Directors, 700 River Drive, Fort Bragg, CA 95437 no later than 1 working days prior to the meeting that such matter be included on that month's agenda.

*Per District Resolution, each member of the public who wishes to speak shall be limited to three minutes each per agenda item. Please identify yourself prior to speaking. Thank you.

BOARD OF DIRECTORS

WEDNESDAY, MAY 6, 2015

AGENDA

**5:00 p.m. – NEVA CANNON ROOM MCDH
700 RIVER DR. FORT BRAGG, CA 95437**

**NOTICE OF SPECIAL BOARD OF DIRECTORS MEETING
OF THE BOARD OF DIRECTORS
MENDOCINO COAST HEALTH CARE DISTRICT**

NOTICE IS HEREBY GIVEN in accordance with Section 54956 of the Government Code that a Special Session of the Board of Directors of the Mendocino Coast Health Care District is called to be held on May 6, 2015 at 5:00 p.m. at Mendocino Coast District Hospital, 700 River Drive, Fort Bragg, California

CONDUCT OF BUSINESS:

1. Call to Order
2. Roll Call
3. Comments from the Community

CLOSED SESSION:

- 1 ***Information/Action:*** Pursuant to §32155 of the Health and Safety Code Quality Management and Improvement Council Reports

RECONVENTION OF OPEN SESSION: CALL TO ORDER – MR. SEAN HOGAN, PRESIDENT

- Roll call

REPORT ON CLOSED SESSION MATTERS:

1. ***Information/Action:*** Quality Management and Improvement Council Report
2. Comments from Community
3. Comments from Board of Directors
4. Adjourn

Dated: May 4, 2015

Gayl Moon
Secretary to the Board of Directors

STATE OF CALIFORNIA)
COUNTY OF MENDOCINO) §

I declare under penalty of perjury that I am employed by the Mendocino Coast Health Care District Board of Directors; and that I posted this notice at the North and Patient Services Building Lobby entrances to the Mendocino Coast District Hospital on May 4, 2015

Gayl Moon
Secretary to the Board of Directors

Date

All disabled persons requesting disability related modifications or accommodations, including auxiliary aids or service may make such request in order to participate in a public meeting to Gayl Moon, Secretary to the Board of Directors, 700 River Drive, Fort Bragg, CA 95437 no later than 1 working days prior to the meeting that such matter be included on that month's agenda.

*Per District Resolution, each member of the public who wishes to speak shall be limited to three minutes each per agenda item. Please identify yourself prior to speaking. Thank you.

BOARD OF DIRECTORS

TUESDAY, MAY 12, 2015

AGENDA

**5:00 P.M. – REDWOODS ROOM MCDH
700 RIVER DR. FORT BRAGG, CA 95437**

**122 Merry Island Road
Edgecomb, Maine 04556**

**NOTICE OF SPECIAL BOARD OF DIRECTORS MEETING
OF THE BOARD OF DIRECTORS
MENDOCINO COAST HEALTH CARE DISTRICT**

NOTICE IS HEREBY GIVEN in accordance with Section 54956 of the Government Code that a Special Session of the Board of Directors of the Mendocino Coast Health Care District is called to be held on May 12, 2015 at 5:00 p.m. at Mendocino Coast District Hospital, 700 River Drive, Fort Bragg, California

CONDUCT OF BUSINESS:

- 1. Call to Order
- 2. Roll Call
- 3. Comments from the Community

OPEN SESSION: MS. KITTY BRUNING, VICE PRESIDENT

- 1. **Information/Action:** Presentation by Rural Physicians Group
- 2. Comments from Community
- 7. Comments from Board of Directors
- 8. Adjourn

Dated: May 8, 2015

Gayl Moon
Secretary to the Board of Directors

STATE OF CALIFORNIA)
COUNTY OF MENDOCINO) §

I declare under penalty of perjury that I am employed by the Mendocino Coast Health Care District Board of Directors; and that I posted this notice at the North and Patient Services Building Lobby entrances to the Mendocino Coast District Hospital on May 8, 2015

Gayl Moon
Secretary to the Board of Directors

Date

All disabled persons requesting disability related modifications or accommodations, including auxiliary aids or service may make such request in order to participate in a public meeting to Gayl Moon, Secretary to the Board of Directors, 700 River Drive, Fort Bragg, CA 95437 no later than 1 working days prior to the meeting that such matter be included on that month’s agenda.

*Per District Resolution, each member of the public who wishes to speak shall be limited to three minutes each per agenda item. Please identify yourself prior to speaking. Thank you.

Op0[]-PUBLIC NOTICE

MENDOCINO COAST HEALTH CARE DISTRICT
BOARD OF DIRECTORS
REGULAR MEETING

THURSDAY, MAY 28, 2015
5:00 p.m. Closed Session

MENDOCINO COAST DISTRICT HOSPITAL
Redwoods Room
700 River Drive
Fort Bragg, California 95437

4345 El Camino Real
Palo Alto, CA 94306

I. CLOSED SESSION

- **Information/Action:** Update regarding the status of the pending Bankruptcy of Mendocino Coast District Hospital, Case No. 12-12753, U.S. Bankruptcy Court, Northern District of California, Santa Rosa, CA pursuant to Section 54956.9
- **Information/Action:** Pursuant to California Government Code §54954.5 and §32155 of the Health and Safety Code Medical Staff Credentials and Privileges Review
- **Information/Action:** Pursuant to §32155 of the Health and Safety Code May Quality Management and Improvement Council Reports
- **Information/Action:** Public Employment: CFO Candidate Review, Government Code §54957 and Gillespie v. San Francisco Public Library (1998) 67 Cal App. 4th 1165
- Public Employment: Obstetrics On Call Contract with Mendocino Coast Clinic Government Code §54954.5
- Public Employment: Pediatrics On Call Contract with Mendocino Coast Clinic Government Code §54954.5
- Public Employment: MCDH Primary Care Physician Boilerplate Professional Services Agreement Government Code §54954.5
- Public Employment: MCDH Professional Services Agreement with Summit Pain Alliance, Inc. Government Code §54954.5
- Public Employment: Review and possible Approval of Veteran Affairs Patient-Centered Community Care (PC3) Program Institution Agreement and Amendment to Institution Agreement Government Code §54954.5

II. 6:00 P.M. OPEN SESSION CALL TO ORDER– Kitty Bruning, VICE PRESIDENT

III. ROLL CALL

IV. REPORT ON CLOSED SESSION MATTERS

- Chapter 9 Bankruptcy Proceedings update **Information/Action**
- Medical Staff Credentials and Privileges Report **Information/Action**
- May Quality Management and Improve Council Rpt **Information/Action**
- CFO Candidate Review **Information/Action**
- Obstetrics On Call Contract with Mendocino Coast Clinic **Information/Action**
- Pediatrics On Call Contract with Mendocino Coast Clinic **Information/Action**

- MCDH Primary Care Physician Boilerplate **Information/Action**
- MCDH Professional Services Agreement with Summit Pain Alliance, Inc. **Information/Action**
- VA Patient-Centered Community Care (PC3) Program Institution Agreement and Amendment to Institution Agreement **Information/Action**

PUBLIC COMMENTS

This portion of the meeting is reserved for persons desiring to address the Board of Directors on any matter over which the District has jurisdiction. You must state your name and address for the record. Time is limited to 3 minutes with a 20-minute total time limit for all comments. The Board of Directors can take no action on your presentation, but can seek clarification to points made in your presentation or comments. Additionally, members can ask staff for factual information or refer the item to staff and/or calendar the item on a future agenda. Any person desiring to speak on an agenda item will be given an opportunity to do so prior to the Board of Directors taking action on the item.

V. BOARD COMMENTS

VI. APPROVAL OF CONSENT CALENDAR

Action

The following items are considered routine and non-controversial by Hospital Staff. Consent items may be approved by one motion if no member of the Board or audience wishes to comment or ask questions. If comment or discussion is desired, the item will be removed from the Consent Agenda and will be considered at a later meeting.

- Approval of Board of Directors meeting minutes of April 23, 2015 Tab 1
- Approval of Special Board meeting minutes of May 6, 2015 Tab 1a
- Approval of Special Board meeting minutes of May 12, 2015 Tab 1b
- Policies & Procedures Tab 2
- **Policy Titles** **Policy Numbers**
 - Organ and Tissue Donation: Anatomical Donations for Transplant 200.1320
 - Use of Hovermatt 205.1700
 - Managing Risk During Transition to New ISO (International Organization for Standardization) Tubing Connector Standards 205.2070
 - Smoke Free Campus Policy 100.1015
 - Phonophoresis 320.8020
 - Therapeutic Ultrasound 320.8030
 - Iontophoresis 320.8050
 - Annual Influenza Vaccine 130.3068
 - Outpatient Referrals: Medical Record Requirements 320.3031
 - Mandatory Flu Vaccination Policy 170.1075

VII. NEW BUSINESS

- Board Education: Mr. Will Lee, Medical Staff Manager **Information/Action**
- Pacific Companies Contract: Ms. Ilona Horton, Practice Administrator Tab 3 **Action**
- Intergovernmental Agreements: Mr. Steve Miller, Interim CFO Tab 4 **Action**
- Approval of Planning Committee Members: Mr. Tom Birdsell **Action**
- OP Cardiologist Recruitment: Mr. William Lee, Medical Staff Manager **Information**
- Petra Presentation: Mr. LeRoy King Tab 5 **Action/Information**

VIII. OLD BUSINESS

- None

IX. REPORTS

- Finance Committee Report: Dr. Bill Rohr Tab 6 **Action**
 - Statistical/Finance Report, April 2015
- Medical Staff: Dr. John Kermen Tab 7 **Action**
 - A. Appointments to Allied Professionals
 1. Diana Garcia, PA-C-Department of Medicine-AHP-NCFHC
 - B. Temporary Privileges (Pending Appointment)
 1. Diana Garcia, PA-C-Department of Medicine-AHP-NCFHC
(May 18-May 28, 2015-Pending approval of Board)
 - C. Locum Tenens Coverage
 1. Lisa Johnson, MD-Department of Medicine-Pediatrics
(May 1-June 30, 2015)
 2. Jennings Staley, MD-Department of Medicine-Hospitalist Service
(May 18-May 23, 2015)
 3. Thuyen Tran, MD-Department of Medicine-Radiology (May 11-16, 2015)
- Chief of Patient Care Services Report: Ms. Terry Murphy Tab 8 **Information**
- CEO Report: Mr. Bob Edwards, CEO **Information**
- Planning Committee Report: Mr. Tom Birdsell **Information**
- JPA Report: Mr. Tom Birdsell **Action/Information**
- Joint Conference Committee Report: Ms. Kitty Bruning **Information.**
- Approval of Alysoun Huntley Ford Fund Draw **Action**
- Association and Community Service Reports **Information**

X. Public Comments

This portion of the meeting is reserved for persons desiring to address the Board of Directors on any matter over which the District has jurisdiction. You must state your name and address for the record. Time is limited to 3 minutes. The Board of Directors can take no action on your presentation, but can seek clarification to points made in your presentation or comments. Additionally, members can ask staff for factual information or refer the item to staff and/or calendar the item on a future agenda. Any person desiring to speak on an agenda item will be given an opportunity to do so prior to the Board of Directors taking action on the item.

XI. ADJOURNMENT

*** THIS DOCUMENT WILL BE PROVIDED AT THE MEETING.**

All disabled persons requesting disability related modifications or accommodations, including auxiliary aids or service may make such request in order to participate in a public meeting to Gayl Moon, Secretary to the Board of Directors, 700 River Drive, Fort Bragg, CA 95437, no later than 72 hours prior to the meeting that such matter be included on that month's agenda.

*Per District Resolution, each member of the Public who wishes to speak shall be limited to three minutes each per agenda item. Please identify yourself prior to speaking. Thank you.

BOARD OF DIRECTORS

WEDNESDAY, JUNE 3, 2015

AGENDA

**5:00 P.M. – REDWOODS ROOM MCDH
700 RIVER DR. FORT BRAGG, CA 95437**

**NOTICE OF SPECIAL BOARD OF DIRECTORS MEETING
OF THE BOARD OF DIRECTORS
MENDOCINO COAST HEALTH CARE DISTRICT**

NOTICE IS HEREBY GIVEN in accordance with Section 54956 of the Government Code that a Special Session of the Board of Directors of the Mendocino Coast Health Care District is called to be held on June 3, 2015 at 5:00 p.m. at Mendocino Coast District Hospital, 700 River Drive, Fort Bragg, California

CONDUCT OF BUSINESS:

1. Call to Order
2. Roll Call
3. Comments from the Community

CLOSED SESSION:

1. **Information/Action:** Pursuant to §54957.6 of the Government Code: Labor Relations Negotiations

RECONVENTION OF OPEN SESSION: CALL TO ORDER - MR. SEAN HOGAN, PRESIDENT

- Roll call

REPORT ON CLOSED SESSION MATTERS:

1. Labor Relations Negotiations

NEW BUSINESS

1. **Information/Action:** Board Communication with Staff: Ms. Kitty Bruning

2. POLICIES

- | | |
|---|--|
| <ul style="list-style-type: none"> • Competency Assessment of Testing Personnel • Criteria for Review of Transcribed Laboratory Test Results • Elective Cardioversion-Synchronized | <p><i>Action</i></p> <p>310.0558</p> <p>310.0548</p> <p>255.1060</p> |
|---|--|

3. Comments from Community
4. Comments from Board of Directors
5. Adjourn

Dated: June 2, 2015

Gayl Moon
Secretary to the Board of Directors

STATE OF CALIFORNIA)
COUNTY OF MENDOCINO) §

I declare under penalty of perjury that I am employed by the Mendocino Coast Health Care District Board of Directors; and that I posted this notice at the North and Patient Services Building Lobby entrances to the Mendocino Coast District Hospital on June 2, 2015

Gayl Moon
Secretary to the Board of Directors

Date

All disabled persons requesting disability related modifications or accommodations, including auxiliary aids or service may make such request in order to participate in a public meeting to Gayl Moon, Secretary to the Board of Directors, 700 River Drive, Fort Bragg, CA 95437 no later than 1 working days prior to the meeting that such matter be included on that month's agenda.

*Per District Resolution, each member of the public who wishes to speak shall be limited to three minutes each per agenda item. Please identify yourself prior to speaking. Thank you.

AMENDED PUBLIC NOTICE

MENDOCINO COAST HEALTH CARE DISTRICT
BOARD OF DIRECTORS
REGULAR MEETING

THURSDAY, JUNE 25, 2015
5:00 p.m. Closed Session

MENDOCINO COAST DISTRICT HOSPITAL
Redwoods Room
700 River Drive
Fort Bragg, California 95437

I. CLOSED SESSION

- **Information/Action:** Update regarding the status of the pending Bankruptcy of Mendocino Coast District Hospital, Case No. 12-12753, U.S. Bankruptcy Court, Northern District of California, Santa Rosa, CA pursuant to Section 54956.9
- **Information/Action:** Pursuant to California Government Code §54954.5 and §32155 of the Health and Safety Code Medical Staff Credentials and Privileges Review
- **Information/Action:** Pursuant to §32155 of the Health and Safety Code June Quality Management and Improvement Council Reports
- **Information/Action:** Pursuant to §54957.6 of the Government Code: Labor Relations Negotiations
- **Information/Action:** Public Employment: To review and approve Professional Services contract extension for Dr. Jack Bellah Government Code §54954.5 & 54957
- **Information/Action:** Public Employment: To review and approve Call Coverage contract extension for Dr. Linda James Government Code §54954.5 & 54957
- **Information/Action:** Public Employment: To review and approve Professional Services contract extension for Dr. Linda James Government Code §54954.5 & 54957
- **Information/Action:** Public Employment: To review and approve Professional Services contract extension for Dr. Douglas Lister Government Code §54954.5 & 54957
- **Information/Action:** Public Employment: To review and approve contract extension with Quorum Health Resources for Interim CFO Steve Miller, LLC Government Code §54954.5 & 54957
- **Information:** Report involving Hospital Trade Secrets (Proposed Physician Rate Structures) pursuant to Health & Safety Code §32106 and Government Code §37606, new hospital services, rates and programs
- **Information/Action:** Public Employment: To review and approve contract with Dr. Michael Ishu Yang/Summit Pain Alliance, Inc. Government Code §§54954.5, 54957

II. 6:00 P.M. OPEN SESSION CALL TO ORDER– Sean Hogan, PRESIDENT

III. ROLL CALL

IV. REPORT ON CLOSED SESSION MATTERS

- Chapter 9 Bankruptcy Proceedings update **Information/Action**
- Medical Staff Credentials and Privileges Report **Information/Action**
- June Quality Management and Improve Council Rpt **Information/Action**

- Labor Relations Negotiations *Information/Action*
- Contract extension for Dr. Jack Bellah *Information/Action*
- Contract extension for Dr. Linda James *Information/Action*
- Contract extension for Dr. Douglas Lister *Information/Action*
- Quorum Health Resources Contract extension *Information/Action*
- Proposed Physician Rate Structures *Information*
- Summit Pain Alliance Contract *Information/Action*

PUBLIC COMMENTS

This portion of the meeting is reserved for persons desiring to address the Board of Directors on any matter over which the District has jurisdiction. You must state your name and address for the record. Time is limited to 3 minutes with a 20-minute total time limit for all comments. The Board of Directors can take no action on your presentation, but can seek clarification to points made in your presentation or comments. Additionally, members can ask staff for factual information or refer the item to staff and/or calendar the item on a future agenda. Any person desiring to speak on an agenda item will be given an opportunity to do so prior to the Board of Directors taking action on the item.

V. BOARD COMMENTS

VI. APPROVAL OF CONSENT CALENDAR

Action

The following items are considered routine and non-controversial by Hospital Staff. Consent items may be approved by one motion if no member of the Board or audience wishes to comment or ask questions. If comment or discussion is desired, the item will be removed from the Consent Agenda and will be considered at a later meeting.

- Approval of Board of Directors meeting minutes of May 28, 2015 Tab 1
- Approval of Special Board meeting minutes of June 3, 2015 Tab 1a

VII. NEW BUSINESS

- Presentation by Jason Pope, MD, Pain Alliance *Action/Information*
- Summit Pain Alliance Contract: Ilona Horton Tab 2 *Action/Information*
- Rural Physicians Group Contract: Mr. Bob Edwards Tab 3 *Action/Information*
- Renewal of Professional Liability Insurance Coverage: Mr. Steve Miller, Interim CFO Tab 4 *Action/Information*
- Renewal of Property Insurance Coverage: Mr. Steve Miller, Interim CFO Tab 5 *Action/Information*
- Renewal of Workers Compensation Insurance: Ms. JoAnne Abreu Tab 6 *Action/Information*
- MCDH Primary Care Physician Boilerplate Contract: Ms. Ilona Horton Tab 7 *Action/Information*
- Resolution 2015-5 Authorizing the Executive Secretary of the CEO and the District to attend Closed Session Meetings of the Board of Directors: Mr. John Ruprecht Tab 8 *Action/Information*
- Review and Approval of Mendocino Community Networks Contract for Increasing Internet Bandwidth: Mr. Steve Miller, Interim CFO Tab 9 *Action/Information*
- Board to Discuss Meeting Twice Monthly: Mr. Sean Hogan, President *Action/Information*
- Board Self Assessment Report: Mr. Sean Hogan, President *Action/Information*

VIII. OLD BUSINESS

- OP Cardiologist Recruitment: Mr. William Lee, Medical Staff Manager *Information*
- Board In-service Update: Mr. Will Lee *Information*

IX. REPORTS

- Finance Committee Report: Dr. Bill Rohr Tab 10 *Action*

- Statistical/Finance Report, May 2015
 - Review and Approval of FY 2016 Operating Budget and 3 Year Capital Budget: Mr. Steve Miller, Interim CFO Tab 11 *Action*
- Medical Staff: Dr. John Kermen Tab 12 *Action*
- Chief of Patient Care Services Report: Ms. Terry Murphy Tab 13 *Information*
- CEO Report: Mr. Bob Edwards, CEO *Information*
- Planning Committee Report: Mr. Tom Birdsell *Information*
- JPA Report: Mr. Tom Birdsell *Action/Information*
- Approval of Alysoun Huntley Ford Fund Draw *Action*
- Association and Community Service Reports *Information*

X. Public Comments

This portion of the meeting is reserved for persons desiring to address the Board of Directors on any matter over which the District has jurisdiction. You must state your name and address for the record. Time is limited to 3 minutes. The Board of Directors can take no action on your presentation, but can seek clarification to points made in your presentation or comments. Additionally, members can ask staff for factual information or refer the item to staff and/or calendar the item on a future agenda. Any person desiring to speak on an agenda item will be given an opportunity to do so prior to the Board of Directors taking action on the item.

XI. ADJOURNMENT

**** THIS DOCUMENT WILL BE PROVIDED AT THE MEETING.***

All disabled persons requesting disability related modifications or accommodations, including auxiliary aids or service may make such request in order to participate in a public meeting to Gayl Moon, Secretary to the Board of Directors, 700 River Drive, Fort Bragg, CA 95437, no later than 72 hours prior to the meeting that such matter be included on that month's agenda.

*Per District Resolution, each member of the Public who wishes to speak shall be limited to three minutes each per agenda item. Please identify yourself prior to speaking. Thank you.

MENDOCINO COAST HEALTH CARE DISTRICT
BOARD OF DIRECTORS
REGULAR MEETING

THURSDAY, JULY 23, 2015
5:00 p.m. Closed Session

MENDOCINO COAST DISTRICT HOSPITAL
Redwoods Room
700 River Drive
Fort Bragg, California 95437

I. CLOSED SESSION

- **Information/Action:** Quarterly performance personnel session with Bob Edwards, CEO of MCDH per Government Code §54957
- **Information/Action:** Pursuant to California Government Code §54954.5 and §32155 of the Health and Safety Code Medical Staff Credentials and Privileges Review
- **Information/Action:** Public Employment: To review and approve Call Coverage contract extension for Dr. Juan Walterspiel Government Code §54954.5 & 54957
- **Information/Action:** Public Employment: To review and approve Chief of Staff contract extension for Dr. John Kermen Government Code §54954.5 & 54957
- **Information/Action:** Public Employment: To review and approve Contract revision for Dr. Peter Glusker Government Code §54954.5 & 54957
- **Information/Action:** Pursuant to §54957.6 of the Government Code: Labor Relations Negotiations

II. 6:00 P.M. OPEN SESSION CALL TO ORDER– Sean Hogan, PRESIDENT

III. ROLL CALL

IV. REPORT ON CLOSED SESSION MATTERS

- | | |
|---|---------------------------|
| ➤ Quarterly performance personnel session | Information/Action |
| ➤ Medical Staff Credentials and Privileges Report | Information/Action |
| ➤ Call Coverage contract extension for Dr. Juan Walterspiel | Information/Action |
| ➤ Chief of Staff contract extension for Dr. John Kermen | Information/Action |
| ➤ Contract revision for Dr. Peter Glusker | Information/Action |
| ➤ Labor Relations Negotiations | Information/Action |

PUBLIC COMMENTS

This portion of the meeting is reserved for persons desiring to address the Board of Directors on any matter over which the District has jurisdiction. You must state your name and address for the record. Time is limited to 3 minutes with a 20-minute total time limit for all comments. The Board of Directors can take no action on your presentation, but can seek clarification to points made in your presentation or comments. Additionally, members can ask staff for factual information or refer the item to staff and/or calendar the item on a future agenda. Any person desiring to speak on an agenda item will be given an opportunity to do so prior to the Board of Directors taking action on the item.

V. BOARD COMMENTS

VI. APPROVAL OF CONSENT CALENDAR

Action

The following items are considered routine and non-controversial by Hospital Staff. Consent items may be approved by one motion if no member of the Board or audience wishes to comment or ask questions. If comment or discussion is desired, the item will be removed from the Consent Agenda and will be considered at a later meeting.

- Approval of Special Board meeting minutes of July 16, 2015 Tab 1
- Policies & Procedures Tab 2
 - Bio-Ethics Committee 100.2016

VII. NEW BUSINESS

- Laboratory Department Joint Commission Accreditation: Tab 3
Mr. Bob Edwards, CEO
- Milliman Contract: Mr. Bob Edwards, CEO Tab 4
- Ad Hoc Committee Report on Physician Contracts: Mr. Bob Edwards, CEO

VIII. OLD BUSINESS

- Board In-service Update: Mr. Will Lee **Information**
- Summit Pain Alliance FMV Update: Mr. Bob Edwards, CEO **Action/Information**

IX. REPORTS

- Finance Committee Report: Dr. Bill Rohr Tab 5 **Action**
 - Statistical/Finance Report, June 2015
- Medical Staff: Dr. John Kermen Tab 6 **Action**
 - A. Appointments to Medical Staff
 1. Timothy Hockenberry, MD- Department of Medicine-Hospitalist Service
 2. Lisa Johnson, MD- Department of Medicine-Pediatrics
 3. Kevin Metzger, DO- Department of Medicine-Hospitalist Service
 4. Hoa Nguyen, MD- Department of Medicine-Hospitalist Service
 5. Daeyoung Roh, MD- Department of Medicine-Hospitalist Service
 6. Warren Thai, MD- Department of Medicine-Hospitalist Service
 7. Mark Willis, MD- Department of Medicine-Emergency Department
 - B. Appointment to Allied Health Professionals
 1. Nicole Sweeny, PA-C- Department of Medicine-AHP-North Coast Family Health Center
 - C. Temporary Privileges
 1. Timothy Hockenberry, MD- Department of Medicine-Hospitalist Service (July 6-24, 2015)
 2. Kevin Metzger, DO- Department of Medicine-Hospitalist Service (July 10-22, 2015)
 3. Hoa Nguyen, MD- Department of Medicine-Hospitalist Service (July 17-24, 2015)
 4. Daeyoung Roh, MD, Department of Medicine-Hospitalist Service (July 20-31, 2015)
 5. Warren Thai, MD, Department of Medicine-Hospitalist Service (July 14-22, 2015)
 6. Mark Wills, MD- Department of Medicine-Emergency Department (July 11-24, 2015)
 - D. Locum Tenens Coverage
 1. Sanjay Agarwal, MD- Department of Medicine-Hospitalist Service (July 1-7, 2015)
 2. Anthony Cappelli, MD- Department of Surgery-Obstetrics-Gynecology (July 10-20, 2015)
 - E. Re-Appointments to Medical Staff
 1. Rebeka Barth, MD- Department of Medicine-Emergency Department
 2. Paul Beatty, MD- Department of Medicine-Emergency Department
 3. Daniel Calder, MD- Department of Medicine-Emergency Department
 4. Gregory Hicks, MD- Department of Medicine-Emergency Department
 5. Tamaki Kimbro, MD- Department of Medicine-Emergency Department
 6. Steve Maron, MD- Department of Medicine-Emergency Department
 7. Joseph Matel, MD- Department of Medicine-Emergency Department

8. Andrea McCullough, MD- Department of Medicine-Emergency Department
9. Michael Medvin, MD- Department of Medicine-Emergency Department
10. Robert Pollard, MD- Department of Medicine-Emergency Department
11. Robin Serrahn, MD- Department of Medicine-Emergency Department

F. Appointment of V-Rad TeleRadiology Physicains

1. Harvey Greenberg
2. Mailan Cao
3. Tal Delman

- Chief of Patient Care Services Report: Ms. Terry Murphy
- CEO Report: Mr. Bob Edwards, CEO
- Planning Committee Report: Mr. Tom Birdsell
- JPA Report: Mr. Tom Birdsell
- Approval of Alysoun Huntley Ford Fund Draw
- Association and Community Service Reports

Tab 7 **Information**
Information
Information
Action/Information
Action
Information

X. Public Comments

This portion of the meeting is reserved for persons desiring to address the Board of Directors on any matter over which the District has jurisdiction. You must state your name and address for the record. Time is limited to 3 minutes. The Board of Directors can take no action on your presentation, but can seek clarification to points made in your presentation or comments. Additionally, members can ask staff for factual information or refer the item to staff and/or calendar the item on a future agenda. Any person desiring to speak on an agenda item will be given an opportunity to do so prior to the Board of Directors taking action on the item.

XI. ADJOURNMENT

*** THIS DOCUMENT WILL BE PROVIDED AT THE MEETING.**

All disabled persons requesting disability related modifications or accommodations, including auxiliary aids or service may make such request in order to participate in a public meeting to Gayl Moon, Secretary to the Board of Directors, 700 River Drive, Fort Bragg, CA 95437, no later than 72 hours prior to the meeting that such matter be included on that month's agenda.

*Per District Resolution, each member of the Public who wishes to speak shall be limited to three minutes each per agenda item. Please identify yourself prior to speaking. Thank you.

BOARD OF DIRECTORS

WEDNESDAY, July 29, 2015

AGENDA

**5:00 p.m. – REDWOODS ROOM MCDH
700 RIVER DR. FORT BRAGG, CA 95437**

**NOTICE OF SPECIAL BOARD OF DIRECTORS MEETING
OF THE BOARD OF DIRECTORS
MENDOCINO COAST HEALTH CARE DISTRICT**

NOTICE IS HEREBY GIVEN in accordance with Section 54956 of the Government Code that a Special Session of the Board of Directors of the Mendocino Coast Health Care District is called to be held on July 29, 2015 at 5:00 p.m. at Mendocino Coast District Hospital, 700 River Drive, Fort Bragg, California

CONDUCT OF BUSINESS:

1. Call to Order
2. Roll Call
3. Comments from the Community

CLOSED SESSION:

- 1 ***Information/Action:*** Pursuant to California Government Code §54954.5 and Health and Safety Code §32155, Medical Staff Credentials and Privileges. Clarification of privilege categories granted to Summit Pain Alliance for Drs. John Hau, Jason Pope and Michael Yang

RECONVENTION OF OPEN SESSION: CALL TO ORDER – MR. SEAN HOGAN, PRESIDENT

- Roll call

REPORT ON CLOSED SESSION MATTERS:

1. ***Information/Action:*** Medical Staff Credentials and Privileges
2. Comments from Community
3. Comments from Board of Directors
4. Adjourn

Dated: July 28, 2015

Gayl Moon
Secretary to the Board of Directors

STATE OF CALIFORNIA)
COUNTY OF MENDOCINO) §

I declare under penalty of perjury that I am employed by the Mendocino Coast Health Care District Board of Directors; and that I posted this notice at the North and Patient Services Building Lobby entrances to the Mendocino Coast District Hospital on July 28, 2015

Gayl Moon
Secretary to the Board of Directors

Date

All disabled persons requesting disability related modifications or accommodations, including auxiliary aids or service may make such request in order to participate in a public meeting to Gayl Moon, Secretary to the Board of Directors, 700 River Drive, Fort Bragg, CA 95437 no later than 1 working days prior to the meeting that such matter be included on that month's agenda.

*Per District Resolution, each member of the public who wishes to speak shall be limited to three minutes each per agenda item. Please identify yourself prior to speaking. Thank you.

BOARD OF DIRECTORS

THURSDAY JULY 30, 2015

AGENDA

**5:00 P.M. – REDWOODS ROOM MCDH
700 RIVER DR. FORT BRAGG, CA 95437**

**NOTICE OF EMERGENCY BOARD OF DIRECTORS MEETING
OF THE BOARD OF DIRECTORS
MENDOCINO COAST HEALTH CARE DISTRICT**

NOTICE IS HEREBY GIVEN in accordance with Section 54,956.5 of the Government Code that an Emergency Session of the Board of Directors of the Mendocino Coast Health Care District is called to be held on July 30, 2015 at 5:00 p.m. at Mendocino Coast District Hospital, 700 River Drive, Fort Bragg, California

CONDUCT OF BUSINESS:

1. Call to Order
2. Roll Call
3. Comments from the Community

OPEN SESSION: MS. KITTY BRUNING, VICE PRESIDENT

1. **Information/Action:** Pursuant to Government Code §54,956.5 A Majority of the Board of Directors of the Mendocino Coast Health Care District will call an emergency meeting of the Board of Directors to consider extension of physician contracts for John Cottle, D.O. and Jennifer Kreger, M.D. Both physicians are on the staff of the North Coast Family Health Center (NCFHC); a Department of Mendocino Coast District Hospital, operating as a rural Health Clinic. Both physicians' contracts expire Friday July 31, 2015 and the physicians cannot lawfully work at the clinic without current contracts. Without Drs. Cottle and Kreger staffing the Clinic (NCFHC) this will create a work stoppage which could severely impair public health within the meaning of Government Code §54,956.5(a)(1) and, therefore, constitutes grounds for an emergency meeting of the Board of Directors.
2. **Information/Action:** Contract Extension for Dr. John Cottle
3. **Information/Action:** Contract Extension for Dr. Jennifer Kreger
4. Comments from Community
5. Comments from Board of Directors
6. Adjourn

Dated: July 30, 2015

Gayl Moon
Secretary to the Board of Directors

STATE OF CALIFORNIA)
COUNTY OF MENDOCINO) §

I declare under penalty of perjury that I am employed by the Mendocino Coast Health Care District Board of Directors; and that I posted this notice at the North and Patient Services Building Lobby entrances to the Mendocino Coast District Hospital on July 30, 2015

Gayl Moon
Secretary to the Board of Directors

Date

All disabled persons requesting disability related modifications or accommodations, including auxiliary aids or service may make such request in order to participate in a public meeting to Gayl Moon, Secretary to the Board of Directors, 700 River Drive, Fort Bragg, CA 95437 no later than 1 working days prior to the meeting that such matter be included on that month's agenda.

*Per District Resolution, each member of the public who wishes to speak shall be limited to three minutes each per agenda item. Please identify yourself prior to speaking. Thank you.

BOARD OF DIRECTORS

MONDAY, AUGUST 17, 2015

AGENDA

**4:30 P.M. – REDWOODS ROOM MCDH
700 RIVER DR. FORT BRAGG, CA 95437**

**CORRECTED NOTICE OF SPECIAL BOARD OF DIRECTORS MEETING
OF THE BOARD OF DIRECTORS
MENDOCINO COAST HEALTH CARE DISTRICT**

NOTICE IS HEREBY GIVEN in accordance with Section 54956 of the Government Code that a Special Session of the Board of Directors of the Mendocino Coast Health Care District is called to be held on August 17, 2015 at 4:30 p.m. at Mendocino Coast District Hospital, 700 River Drive, Fort Bragg, California

CONDUCT OF BUSINESS:

1. Call to Order
2. Roll Call

CLOSED SESSION:

1. **Information/Action:** Public Employment: CFO Candidate Interview, Government Code §54957 and Gillespie v. San Francisco Public Library (1998) 67 Cal App. 4th 1165
2. **Information/Action:** Discussion by Board regarding CFO Candidate interview/ hiring. Personnel matter. Government Code §54957. If the CFO Candidate hired, an announcement will be made in open session.
3. **Information:** Presentation/ discussion with legal counsel, Steve Smith, of the Ober Kaler Law Firm and general counsel to the District regarding potential significant exposure to litigation if matters related to specific facts and circumstances are discussed in open session. Government Code §54956.9(b)(1) and Government Code §54956.9(b)(2). Consideration with legal counsel whether a significant exposure to litigation exists based upon facts and circumstances known to the District.

OPEN SESSION: MR. SEAN HOGAN, PRESIDENT

1. & 2. **Information/Action:** CFO Candidate Approval
3. **Information:** Board Conference with Legal Counsel
4. Comments from Community
5. Comments from Board of Directors
6. Adjourn

Dated: August 16, 2015

Gayl Moon
Secretary to the Board of Directors

STATE OF CALIFORNIA)
COUNTY OF MENDOCINO) §

I declare under penalty of perjury that I am employed by the Mendocino Coast Health Care District Board of Directors; and that I posted this notice at the North and Patient Services Building Lobby entrances to the Mendocino Coast District Hospital on August 16, 2015

Gayl Moon
Secretary to the Board of Directors

Date

All disabled persons requesting disability related modifications or accommodations, including auxiliary aids or service may make such request in order to participate in a public meeting to Gayl Moon, Secretary to the Board of Directors, 700 River Drive, Fort Bragg, CA 95437 no later than 1 working days prior to the meeting that such matter be included on that month's agenda.

*Per District Resolution, each member of the public who wishes to speak shall be limited to three minutes each per agenda item. Please identify yourself prior to speaking. Thank you.

PUBLIC NOTICE

MENDOCINO COAST HEALTH CARE DISTRICT
BOARD OF DIRECTORS
REGULAR MEETING

THURSDAY, AUGUST 27, 2015
4:30 p.m. Closed Session

MENDOCINO COAST DISTRICT HOSPITAL
Redwoods Room
700 River Drive
Fort Bragg, California 95437

I. CLOSED SESSION

- Information/Action: Final approval of terms of CFO Contract for Wade Sturgeon. Personnel Session, Government Code §54957
- Information/Action: Negotiation with Partnership Health Plan of California (PHP), a Medi-Cal managed care provider, as to terms and billing rates. Health & Safety Code §32106; Government Code §37606
- Information/Action: Negotiation with Three Rivers Provider Network, Inc. (TRPN), a preferred provider organization, as to contracted rates and discounts. Health and Safety Code §32106; Government Code §37606
- Information/Action: Potential litigation with Petra, ICS, conference with legal counsel pursuant to Government Code §§54956.9(d)(2); 54956.9(e)(2); Contractual dispute with Petra, ICS as to management construction services
- **Information/Action:** Pursuant to §54957.6 of the Government Code: Labor Relations Negotiations
- **Information/Action:** Pursuant to §32155 of the Health and Safety Code August Management and Improvement Council Reports
- **Information/Action:** Pursuant to California Government Code §54954.5 and §32155 of the Health and Safety Code Medical Staff Credentials and Privileges Review
- **Information/Action:** Public Employment: To review and approve Professional Services contract extension for Dr. Linda James Government Code §54954.5 & 54957
- **Information/Action:** Public Employment: To review and approve Professional Services contract On Call extension for Dr. Linda James Government Code §54954.5 & 54957
- **Information/Action:** Public Employment: To review and approve Professional Services contract extension for Dr. Jack Bellah Government Code §54954.5 & 54957
- **Information/Action:** Public Employment: To review and approve Professional Services contract extension for Dr. Douglas Lister Government Code §54954.5 & 54957
- **Information/Action:** Public Employment: To review and approve Professional Services contract extension for Dr. Jennifer Kreger Government Code §54954.5 & 54957
- **Information/Action:** Public Employment: To review and approve Professional Services contract extension for Dr. John Cottle Government Code §54954.5 & 54957
- **Information/Action:** Public Employment: To review and approve Professional Services contract extension for Dr. Diane Harris Government Code §54954.5 & 54957

II. 6:00 P.M. OPEN SESSION CALL TO ORDER– SEAN HOGAN, PRESIDENT

III. ROLL CALL

IV. REPORT ON CLOSED SESSION MATTERS

- | | |
|---|---------------------------|
| ➤ CFO Job Description | <i>Information/Action</i> |
| ➤ Partnership Health Plan Agreement | <i>Information/Action</i> |
| ➤ Three Rivers Agreement | <i>Information/Action</i> |
| ➤ Petra, ICS | <i>Information/Action</i> |
| ➤ Labor Relations Negotiations | <i>Information/Action</i> |
| ➤ August Quality Management and Improve Council Rpt | <i>Information/Action</i> |
| ➤ Medical Staff Credentials and Privileges Report | <i>Information/Action</i> |
| ➤ Contract extension for Dr. Linda James | <i>Information/Action</i> |
| ➤ Contract On Call extension for Dr. Linda James | <i>Information/Action</i> |
| ➤ Contract extension for Dr. Jack Bellah | <i>Information/Action</i> |
| ➤ Contract extension for Dr. Douglas Lister | <i>Information/Action</i> |
| ➤ Contract extension for Dr. Jennifer Kreger | <i>Information/Action</i> |
| ➤ Contract extension for Dr. John Cottle | <i>Information/Action</i> |
| ➤ Contract extension for Dr. Diane Harris | <i>Information/Action</i> |

PUBLIC COMMENTS

This portion of the meeting is reserved for persons desiring to address the Board of Directors on any matter over which the District has jurisdiction. You must state your name and address for the record. Time is limited to 3 minutes with a 20-minute total time limit for all comments. The Board of Directors can take no action on your presentation, but can seek clarification to points made in your presentation or comments. Additionally, members can ask staff for factual information or refer the item to staff and/or calendar the item on a future agenda. Any person desiring to speak on an agenda item will be given an opportunity to do so prior to the Board of Directors taking action on the item.

V. BOARD COMMENTS

VI. APPROVAL OF CONSENT CALENDAR

Action

The following items are considered routine and non-controversial by Hospital Staff. Consent items may be approved by one motion if no member of the Board or audience wishes to comment or ask questions. If comment or discussion is desired, the item will be removed from the Consent Agenda and will be considered at a later meeting.

- | | |
|---|-----------------------|
| • Approval of Special Board of Directors meeting minutes of July 23, 2015 | Tab 1 |
| • Approval of Special Board of Directors meeting minutes of July 29, 2015 | Tab 2 |
| • Approval of Emergency Board of Directors meeting minutes of July 30, 2015 | Tab 3 |
| • Approval of Special Board of Directors meeting minutes of August 17, 2015 | Tab 4 |
| • Policies and Procedures | Tab 5 |
| • Policy Titles | Policy Numbers |
| ➤ Diphtheria and Tetanus (Td) Vaccine | 130.3063 |
| ➤ Tetnus, Diphtheria and Pertussis (Tdap) Vaccine | 130.3064 |
| ➤ Hepatitis B VacInformation/Actioncine | 130.3065 |
| ➤ Rubeola (Measles) Immunization Policy | 130.3062 |
| ➤ Ergonomics Program | 140.1030 |
| ➤ Rubella (German Measles) Immunization Policy | 130.3061 |
| ➤ Hepatitis B Surface Antibody Testing following Hepatitis B Vaccine | 130.3066 |
| ➤ Workers Compensation Insurance Bargaining and Non Bargaining Unit Employees | 130.3100 |

- Code Red: Fire 140.2130
- Safety Management Plan 140.1010
- Varicella (Chicken Pox) Vaccination 130.30670
- Code Pink: Infant or Child Abduction 140.2120
- Code Yellow: Patient Elopement 140.2150
- Code Orange: Hazardous Materials Spill/Release 140.2110
- Human Resources Tri Annual Review Title Page & Table of Contents

VII. NEW BUSINESS

- Intergovernmental (IGT) Agreements: Mr. Steve Miller, Interim CFO *Action*
- Approval of LAIF Draw Request for payment of IGT:
Mr. Steve Miller, Interim CEO *Action*
- MCDH Hospital License, Bed Classifications/Number of Beds
Mr. Bob Edwards, CEO *Action/Information*
- Nichols Melburg & Rosetta & OSHPD discussion: Mr. Bob Edwards, CEO *Action/Information*
- Determine MCDH negotiator for Dr. Diane Harris' contract:
Mr. Sean Hogan, President *Action*
- Board discussion regarding adding Emergency Items to Board Agendas:
Mr. John Ruprecht, Legal Counsel *Action/Information*

VIII. OLD BUSINESS

- MCDH Primary Care Physician Boilerplate Contract Discussion:
Mr. John Ruprecht, Legal Counsel *Action/Information*

IX. REPORTS

- Finance Committee Report: Dr. Bill Rohr
 - Statistical/Finance Report, August 2015 Tab 6 *Action*
- Medical Staff: Dr. John Kermen Tab 7 *Action*
 - A. Appointments to Medical Staff
 1. Pankaj Karan, MD- Department of Medicine-Hospitalist Service and North Coast Family Health Center
 2. James Michael Sandys- Department of Medicine- North Coast Family Health Center
 3. Chunwen Teng, DO- Department of Medicine-Emergency Department
 - B. Temporary Privileges
 1. Pankaj Karan, MD- Department of Medicine-Hospitalist Service and North Coast Family Health Center (July 24-August 31, 2015)
 2. James Michael Sandys, MD- Department of Medicine-North Coast Family Health Center (August 3-31, 2015)
 - C. Locum Tenens Coverage
 1. Anthony Cappelli, MD- Department of Surgery-Obstetrics-Gynecology (August 14-25, 2015)
 2. Steven Suh, MD- Department of Medicine-Hospitalist Service (August 3-13, 2015)
 - D. Completion of Proctoring Allied Health Professional Staff
 1. Kei Velazques, NP, CNM- Department of Medicine-North Coast Family Health Center
 - E. Re-Appointments to Medical Staff
 1. Timothy Nicely, MD- Department of Medicine Emergency Department
- Home Health Quarterly Report: Ms. Junice Wilson *Information*
- Chief of Patient Care Services Report: Ms. Terry Murphy Tab 8 *Information*
- CEO Report: Mr. Bob Edwards, CEO *Information*
- Planning Committee Report: Mr. Tom Birdsell *Information*
- JPA Report: Mr. Tom Birdsell *Action/Information*
- Approval of Alysoun Huntley Ford Fund Draw *Action/Information*

X. Public Comments

This portion of the meeting is reserved for persons desiring to address the Board of Directors on any matter over which the District has jurisdiction. You must state your name and address for the record. Time is limited to 3 minutes. The Board of Directors can take no action on your presentation, but can seek clarification to points made in your presentation or comments. Additionally, members can ask staff for factual information or refer the item to staff and/or calendar the item on a future agenda. Any person desiring to speak on an agenda item will be given an opportunity to do so prior to the Board of Directors taking action on the item.

XI. ADJOURNMENT

**** THIS DOCUMENT WILL BE PROVIDED AT THE MEETING.***

All disabled persons requesting disability related modifications or accommodations, including auxiliary aids or service may make such request in order to participate in a public meeting to Gayl Moon, Secretary to the Board of Directors, 700 River Drive, Fort Bragg, CA 95437, no later than 72 hours prior to the meeting that such matter be included on that month's agenda.

*Per District Resolution, each member of the Public who wishes to speak shall be limited to three minutes each per agenda item. Please identify yourself prior to speaking. Thank you.

BOARD OF DIRECTORS

THURSDAY, SEPTEMBER 17, 2015

AGENDA

**4:30 P.M. – REDWOODS ROOM MCDH
700 RIVER DR. FORT BRAGG, CA 95437**

**NOTICE OF SPECIAL BOARD OF DIRECTORS MEETING
OF THE BOARD OF DIRECTORS
MENDOCINO COAST HEALTH CARE DISTRICT**

NOTICE IS HEREBY GIVEN in accordance with Section 54956 of the Government Code that a Special Session of the Board of Directors of the Mendocino Coast Health Care District is called to be held on September 17, 2015 at 4:30 p.m. at Mendocino Coast District Hospital, 700 River Drive, Fort Bragg, California

CONDUCT OF BUSINESS:

1. Call to Order
2. Roll Call
3. Comments from Community

CLOSED SESSION:

1. **Information/Action:** Pursuant to §32155 of the Health and Safety Code Quality Management and Improvement Council Reports

RECONVENTION OF OPEN SESSION: CALL TO ORDER - MR. SEAN HOGAN, PRESIDENT

- Roll call

REPORT ON CLOSED SESSION MATTERS:

1. **Information/Action:** Quality Management and Improvement Council Report

NEW BUSINESS

1. **Action:** Consent Calendar

- Approval of Board of Director meeting minutes of August 27, 2015 Tab 1
- Toshiba Service Agreement Tab 2
- Delta Physician Placement Agreement Tab 3
- Policies & Procedures Tab 4
 - Mandatory Flu Vaccination Policy 170.1075
 - Drug Information Services 315.1080
 - Stat and Emergency Medication 315.3032
 - Workers Compensation Insurance Bargaining and Non Bargaining Unit Employees 130.3100
 - Ergonomic Injury Prevention Program 130.3040
 - North Coast Family Health Center Emergency Medication Supply 315.8022
 - In-Service/Department Meetings and Continuing Education 315.1074
 - Impairment of or Theft by Pharmacy Employees 315.1068
 - General Information About Laboratory Services for Nursing Areas 310.0564
 - Annual Review of the Anesthesia Service Policy & Procedure Manual

2. **Action/Information:** Bank Resolution 2015-6: Mr. Wade Sturgeon, CFO Tab 5

3. **Action/Information:** Bank Resolution 2015-7: Mr. Wade Sturgeon, CFO Tab 6

4. **Action/Information:** Bank Resolution 2015-8: Mr. Wade Sturgeon, CFO Tab 7

5. **Action/Information:** Appointment of Auditor for FY 2015 Audit: Mr. Wade Sturgeon, CFO Tab 8

6. **Action/Information:** Approval of Small Rural Hospital Improvement Program (SHIP) Grant Tab 9

Agreement Amendment for FY 2014-2015 authorizing Bob Edwards, CEO to sign contracts and invoices for the Hospital: Mr. Bob Edwards, CEO

7. **Action/Information:** Approval of Alysoun Huntley Ford Fund Draw

8. Association and Community Service Reports

9. Comments from Community

10. Comments from Board of Directors

11. Adjourn

Dated: September 14, 2015

Gayl Moon
Secretary to the Board of Directors

STATE OF CALIFORNIA)
COUNTY OF MENDOCINO) §

I declare under penalty of perjury that I am employed by the Mendocino Coast Health Care District Board of Directors; and that I posted this notice at the North and Patient Services Building Lobby entrances to the Mendocino Coast District Hospital on September 14, 2015

Gayl Moon
Secretary to the Board of Directors

Date

All disabled persons requesting disability related modifications or accommodations, including auxiliary aids or service may make such request in order to participate in a public meeting to Gayl Moon, Secretary to the Board of Directors, 700 River Drive, Fort Bragg, CA 95437 no later than 1 working days prior to the meeting that such matter be included on that month's agenda.

*Per District Resolution, each member of the public who wishes to speak shall be limited to three minutes each per agenda item. Please identify yourself prior to speaking. Thank you.

PUBLIC NOTICE

MENDOCINO COAST HEALTH CARE DISTRICT
BOARD OF DIRECTORS
REGULAR MEETING

THURSDAY, SEPTEMBER 24, 2015

5:45 p.m. Closed Session

6:00 p.m. Open Session

MENDOCINO COAST DISTRICT HOSPITAL
Redwoods Room
700 River Drive
Fort Bragg, California 95437

I. CLOSED SESSION

- **Information/Action:** Pursuant to California Government Code §54954.5 and §32155 of the Health and Safety Code Medical Staff Credentials and Privileges Review

II. 6:00 P.M. OPEN SESSION CALL TO ORDER– SEAN HOGAN, PRESIDENT

III. ROLL CALL

IV. REPORT ON CLOSED SESSION MATTERS

- Medical Staff Credentials and Privileges Report

Information/Action

V. PUBLIC COMMENTS

This portion of the meeting is reserved for persons desiring to address the Board of Directors on any matter over which the District has jurisdiction. You must state your name and address for the record. Time is limited to 3 minutes with a 20-minute total time limit for all comments. The Board of Directors can take no action on your presentation, but can seek clarification to points made in your presentation or comments. Additionally, members can ask staff for factual information or refer the item to staff and/or calendar the item on a future agenda. Any person desiring to speak on an agenda item will be given an opportunity to do so prior to the Board of Directors taking action on the item.

VI. BOARD COMMENTS

VII. APPROVAL OF CONSENT CALENDAR

Action

The following items are considered routine and non-controversial by Hospital Staff. Consent items may be approved by one motion if no member of the Board or audience wishes to comment or ask questions. If comment or discussion is desired, the item will be removed from the Consent Agenda and will be considered at a later meeting.

- Approval of Board of Directors meeting minutes of September 17, 2015 Tab 1
- Policies & Procedures Tab 1a
 - Infection Control Program: Goals and Objectives 170.1001

VIII. NEW BUSINESS

- Introduction of Wade Sturgeon, CFO: Ellen Hardin, HR Director: Richard Padilla, **Information**
DI Manager: Mr. Bob Edwards, CEO
- Discussion regarding the “Mandatory Flu Vaccination Policy”: Dr. Bill Rohr **Action/Information**
- Exchange Server: Mr. Wade Sturgeon, CFO Tab 2 **Action/Information**

IX. OLD BUSINESS

- Procedure for Hiring Physicians: Mr. Bob Edwards, CEO Tab 3 *Action/Information*

X. REPORTS

- Finance Committee Report: Dr. Bill Rohr
 - Statistical/Finance Report, August 2015 Tab 4 *Action*
- Medical Staff: Dr. John Kermen Tab 5 *Action*
 - A. Appointments to Medical Staff
 1. Camelia Wogu, MD –Department of Medicine-Hospitalist Service
 - B. Temporary Privileges
 1. Camelia Wogu, MD –Department of Medicine-Hospitalist Service (September 14-25, 2015)
 2. Joseph Martin, PA-C-(Allied Health Practitioner) –Department of Medicine-Oncology/Hematology (September 9-24, 2015)
 - C. Locum Tenens Coverage
 1. Thuyen Tran, MD –Department of Medicine-Radiology (September 7-18, 2015)
 - D. Appointment to Allied Health Professionals
 1. Joseph Martin, PA-C –Department of Medicine-Oncology/Hematology
 - E. Resignation from Medical Staff (AHP)
 1. Nicole Sweeny, PA-C –Department of Medicine-AHP-North Coast Family Health Center-effective August 21, 2015
- Chief of Patient Care Services Report: Ms. Terry Murphy Tab 6 *Information*
- CEO Report: Mr. Bob Edwards, CEO *Information*
- Planning Committee Report: Mr. Tom Birdsell *Information*
- JPA Report: Mr. Tom Birdsell *Action/Information*
- Approval of Alysoun Huntley Ford Fund Draw *Action/Information*
- Association and Community Service Reports *Information*

XI. Public Comments

This portion of the meeting is reserved for persons desiring to address the Board of Directors on any matter over which the District has jurisdiction. You must state your name and address for the record. Time is limited to 3 minutes. The Board of Directors can take no action on your presentation, but can seek clarification to points made in your presentation or comments. Additionally, members can ask staff for factual information or refer the item to staff and/or calendar the item on a future agenda. Any person desiring to speak on an agenda item will be given an opportunity to do so prior to the Board of Directors taking action on the item.

XII. ADJOURNMENT

*** THIS DOCUMENT WILL BE PROVIDED AT THE MEETING.**

All disabled persons requesting disability related modifications or accommodations, including auxiliary aids or service may make such request in order to participate in a public meeting to Gayl Moon, Secretary to the Board of Directors, 700 River Drive, Fort Bragg, CA 95437, no later than 72 hours prior to the meeting that such matter be included on that month's agenda.

*Per District Resolution, each member of the Public who wishes to speak shall be limited to three minutes each per agenda item. Please identify yourself prior to speaking. Thank you.

PUBLIC NOTICE

MENDOCINO COAST HEALTH CARE DISTRICT
BOARD OF DIRECTORS
REGULAR MEETING

THURSDAY, OCTOBER 22, 2015

5:00 p.m. Closed Session

6:00 p.m. Open Session

MENDOCINO COAST DISTRICT HOSPITAL

Redwoods Room

700 River Drive

Fort Bragg, California 95437

122 Merry Island Road

Edgecomb, Maine 04556

I. ROLL CALL

II. CLOSED SESSION

- **Information/Action:** Pursuant to California Government Code §54954.5 and §32155 of the Health and Safety Code Medical Staff Credentials and Privileges Review
- **Information/Action:** Pursuant to §32155 of the Health and Safety Code October Quality Management and Improvement Council Reports
- **Information/Action:** Personnel Session: For Dr. Peter Glusker Government Code §54957 & 32155 Quality Assurance Issue
- **Information/Action:** Public Employment: To review and approve Professional Services contract for Dr. John Cottle Government Code §54957
- **Information/Action:** Public Employment: To review and approve Professional Services contract for Dr. Jack Bellah Government Code §54957
- **Information/Action:** Public Employment: To review and approve Professional Services contract for Dr. Jennifer Kreger Government Code §54957
- **Information/Action:** Public Employment: To review and approve Professional Services contract for Dr. Linda James Government Code §54957
- **Information/Action:** Public Employment: To review and approve Professional Services contract for Dr. Douglas Lister Government Code §54957

III. 6:00 P.M. OPEN SESSION CALL TO ORDER– SEAN HOGAN, PRESIDENT

IV. ROLL CALL

V. REPORT ON CLOSED SESSION MATTERS

- Medical Staff Credentials and Privileges Report **Information/Action**
- October Quality Management and Improvement Council Report **Information/Action**
- Dr. Peter Glusker **Information/Action**
- Contract for Dr. John Cottle **Information/Action**
- Contract for Dr. Jack Bellah **Information/Action**
- Contract for Dr. Jennifer Kreger **Information/Action**
- Contract for Dr. Linda James **Information/Action**
- Contract for Dr. Douglas Lister **Information/Action**

V. PUBLIC COMMENTS

This portion of the meeting is reserved for persons desiring to address the Board of Directors on any matter over which the District has jurisdiction. You must state your name and address for the record. Time is limited to 3 minutes with a 20-minute total time limit for all comments. The Board of Directors can take no action on your presentation, but can seek clarification to points made in your presentation or comments. Additionally, members can ask staff for factual information or refer the item to staff and/or calendar the item on a future agenda. Any person desiring to speak on an agenda item will be given an opportunity to do so prior to the Board of Directors taking action on the item.

VI. REVIEW OF THE AGENDA

Action

VII. BOARD COMMENTS

VIII. APPROVAL OF CONSENT CALENDAR

Action

The following items are considered routine and non-controversial by Hospital Staff. Consent items may be approved by one motion if no member of the Board or audience wishes to comment or ask questions. If comment or discussion is desired, the item will be removed from the Consent Agenda and will be considered at a later meeting.

- Approval of Board of Directors meeting minutes of September 24, 2015 Tab 1
- Policies & Procedures Tab 2
 - Cancellation Rotation 200.1030
 - Floating of Registered Nurses 200.1120
 - Nursing Representation on Hospital Committees & Groups 200.1180
 - General Staffing Guidelines 200.1210
 - 24-hour Staffing Report 200.1000
 - Interdepartmental Roles and Responsibilities 200.1060
 - Corner Notification 205.1190
 - Designation of “Acting” Chief of Patient Care Services in the Absence of the Chief of Patient Care Services 200.1020
 - Standardized Procedures 200.1300
 - Hazardous Materials Management Plan 140.3010
 - Hazardous Materials Spills 140.3020
 - Hazardous Materials Management Plan (Hazard Communications Standard) 140.3030
 - Emergency Handling of Casualties Exposed to Hazardous Materials And Decontamination Procedures 140.3040
 - Pesticides 140.3050
 - Ordering/Receiving/Storage of Hazardous Materials 140.3060
 - Hazard Vulnerability Analysis 140.4060
 - Earthquake Safety Rules 140.4100
 - Life Safety Management Plan 140.5010
 - Life Safety – Interim Construction 140.5020
 - Medical Equipment Management Plan 140.6010
 - Product Recall 140.6030
 - Utilities systems Management Plan 140.7010
 - Restraint and Seclusion 205.1640

VIII. NEW BUSINESS

- Approval of Board Meeting date changes for November and December 2015: Mr. Sean Hogan, Chair Tab 3 *Action/Information*
- Authorization to move forward on Parcel Tax: Mr. Tom Birdsell *Action/Information*
- Initial Strategic Initiatives: Mr. Bob Edwards Tab 4 *Action/Information*
- Automatic Transfer Switch (ATS) Purchase from Peterson Power Systems: Mr. Wade Sturgeon, CFO Tab 5 *Action/Information*
- Pain Intervention Privileges: Dr. John Kermen Tab 6 *Action/Information*
- Joint Commission Report: Mr. Bob Edwards, CEO *Information*
- Consideration of HRG Contract for new medical coding requirements as an item needing 'immediate action' within the meaning of Government Code Section 54954.2(b)(2) due to new Federal government coding requirements Effective October 2015 *Action/Information*

IX. OLD BUSINESS

- Procedure for Hiring Physicians: Mr. Bob Edwards, CEO Tab 7 *Action/Information*
- Mandatory Flu Vaccination Policy: Mr. Bob Edwards, CEO Tab 8 *Action/Information*

X. REPORTS

- Finance Committee Report: Mr. Wade Sturgeon
 - Statistical/Finance Report, September 2015 Tab 9 *Action*
- Medical Staff: Dr. John Kermen Tab 10 *Action/Information*
 - A. Appointments to Medical Staff
 1. Moshe Engle, MD – Department of Medicine-Emergency Department
 2. Atilla Mady, MD – Department of Medicine-Hospitalist Service
 3. Kevin Metzger, MD - Department of Medicine-Hospitalist Service
 - B. Temporary Privileges
 1. Attila Mady, MD – Department of Medicine-Hospitalist Service (October 11-24 2015)
 - C. Locum Tenens Coverage
 1. Rebecca Salness, MD – Department of Medicine-Pediatrics (November 17-25 2015)
 2. Gabriel Larson, MD – Department of Medicine-Pediatrics (November 9-16 2015)
 - D. Appointment of V-Rad TeleRadiology Physicians:
 1. Scott Chang, MD
 - E. Completion of Proctoring Allied Health Professional Staff:
 1. Diana Garcia, PA-C – Department of Medicine-North Coast Family Health Center
 2. Michele Tellier, FNP - Department of Medicine-North Coast Family Health Center
 3. Stefan Ripich, CNP-ND - Department of Medicine-North Coast Family Health Center
 - F. Resignations:
 1. William Rohr, MD – Department of Surgery-Orthopedic Surgery
- Chief of Patient Care Services Report: Ms. Terry Murphy Tab 11 *Information*
- CEO Report: Mr. Bob Edwards, CEO *Information*
- Planning Committee Report: Mr. Tom Birdsell/Bob Edwards *Information*
- Plant Services Report: Ms. Ellen Hardin *Information*
- JPA Report: Mr. Tom Birdsell *Action/Information*
- Approval of Alysoun Huntley Ford Fund Draw *Action/Information*
- Association and Community Service Reports *Information*

XI. Public Comments

This portion of the meeting is reserved for persons desiring to address the Board of Directors on any matter over which the District has jurisdiction. You must state your name and address for the record. Time is limited to 3 minutes. The Board of Directors can take no action on your presentation, but can seek clarification to points made in your presentation or comments. Additionally, members can ask staff for factual information or refer the item to staff and/or calendar the item on a future agenda. Any person desiring to speak on an agenda item will be given an opportunity to do so prior to the Board of Directors taking action on the item.

XII. ADJOURNMENT

**** THIS DOCUMENT WILL BE PROVIDED AT THE MEETING.***

All disabled persons requesting disability related modifications or accommodations, including auxiliary aids or service may make such request in order to participate in a public meeting to Gayl Moon, Secretary to the Board of Directors, 700 River Drive, Fort Bragg, CA 95437, no later than 72 hours prior to the meeting that such matter be included on that month's agenda.

*Per District Resolution, each member of the Public who wishes to speak shall be limited to three minutes each per agenda item. Please identify yourself prior to speaking. Thank you.

BOARD OF DIRECTORS

MONDAY, NOVEMBER 2, 2015

AGENDA

**5:30 p.m. – REDWOODS ROOM MCDH
700 RIVER DR. FORT BRAGG, CA 95437**

**NOTICE OF SPECIAL BOARD OF DIRECTORS MEETING
OF THE BOARD OF DIRECTORS
MENDOCINO COAST HEALTH CARE DISTRICT**

NOTICE IS HEREBY GIVEN in accordance with Section 54956 of the Government Code that a Special Session of the Board of Directors of the Mendocino Coast Health Care District is called to be held on November 2, 2015 at 5:30 p.m. at Mendocino Coast District Hospital, 700 River Drive, Fort Bragg, California

CONDUCT OF BUSINESS:

1. Call to Order
2. Roll Call

CLOSED SESSION:

1. **Information/Action:** Personnel Session: For Dr. Peter Glusker Government Code §54957 & 32155 Quality Assurance Issue

RECONVENTION OF OPEN SESSION: CALL TO ORDER - MS. KITTY BRUNING, VICE-PRESIDENT

- Call to Order
- Roll call

REPORT ON CLOSED SESSION MATTERS:

1. **Information/Action** Dr. Peter Glusker Quality Assurance Issue
2. Comments from Community
3. Comments from Board of Directors
4. Adjourn

Dated: October, 30, 2015

Gayl Moon
Secretary to the Board of Directors

STATE OF CALIFORNIA)
COUNTY OF MENDOCINO) §

I declare under penalty of perjury that I am employed by the Mendocino Coast Health Care District Board of Directors; and that I posted this notice at the North and Patient Services Building Lobby entrances to the Mendocino Coast District Hospital on October 30, 2015.

Gayl Moon
Secretary to the Board of Directors

Date

All disabled persons requesting disability related modifications or accommodations, including auxiliary aids or service may make such request in order to participate in a public meeting to Gayl Moon, Secretary to the Board of Directors, 700 River Drive, Fort Bragg, CA 95437 no later than 1 working days prior to the meeting that such matter be included on that month's agenda.

*Per District Resolution, each member of the public who wishes to speak shall be limited to three minutes each per agenda item. Please identify yourself prior to speaking. Thank you.

BOARD OF DIRECTORS
THURSDAY, NOVEMBER 19, 2015
AGENDA
5:30 P.M. – REDWOODS ROOM MCDH
700 RIVER DR. FORT BRAGG, CA 95437

624 Post Street
San Francisco, CA 94109

NOTICE OF SPECIAL BOARD OF DIRECTORS MEETING
OF THE BOARD OF DIRECTORS
MENDOCINO COAST HEALTH CARE DISTRICT

NOTICE IS HEREBY GIVEN in accordance with Section 54956 of the Government Code that a Special Session of the Board of Directors of the Mendocino Coast Health Care District is called to be held on November 19, 2015 at 5:30 p.m. at Mendocino Coast District Hospital, 700 River Drive, Fort Bragg, California

CONDUCT OF BUSINESS:

1. Call to Order
2. Roll Call
3. Comments from the Community

CLOSED SESSION:

1. **Information/Action:** Medical Staff Issues and Quality Assurance Issues Pursuant to Health & Safety Code §32155 and Evidence Code §1157
2. **Information/Action:** Pursuant to California Government Code §54954.5 and §32155 of the Health and Safety Code Medical Staff Credentials and Privileges Review
3. **Information/Action:** Personnel Session Regarding Dr. Peter Glusker, Government Code §54957: Quality Assurance Matters Pursuant to Health & Safety Code §32155 and Evidence code §1157
4. **Information/Action:** Personnel Session Regarding Dr. Juan Walterspiel, Government Code §54957, Quality Assurance Matters Pursuant to Health & Safety Code §32155 and Evidence Code §1157
5. **Information/Action:** Pursuant to §32155 of the Health and Safety Code November Quality Management and Improvement Council Reports
6. **Information/Action:** Meeting and discussion with legal counsel regarding written communications received by the District to litigation due to alleged illegal disclosure of confidential information. Government Code §54956.9(b)(1)&(2); Evidence Code §1157; Health & Safety Code §32155
7. **Information/Action:** Public Employment: To review and approve Professional Services contract for Dr. Jack Bellah Government Code §54957
8. **Information/Action:** Public Employment: To review and approve Professional Services contract for Dr. John Cottle Government Code §54957
9. **Information/Action:** Public Employment: To review and approve Professional Services contract for Dr. Jennifer Kreger Government Code §54957
10. **Information/Action:** Public Employment: To review and approve Professional Services contract for Dr. Linda James Government Code §54957
11. **Information/Action:** Public Employment: To review and approve Professional Services contract for Dr. Douglas Lister Government Code §54957

RECONVENTION OF OPEN SESSION: CALL TO ORDER - MR. SEAN HOGAN, PRESIDENT

➤ Roll call

REPORT ON CLOSED SESSION MATTERS:

1. **Information/Action:** Medical Staff Issues and Quality Assurance Issues
2. **Information/Action:** Medical Staff Credentials and Privileges Report
3. **Information/Action:** Dr. Glusker Quality Assurance Matters
4. **Information/Action:** Dr. Walterspiel Quality Assurance Matters
5. **Information/Action:** November Quality Management and Improvement Council Report
6. **Information/Action:** Written Communications by the District Potentially exposing District to litigation
7. **Information/Action:** Contract for Dr. Jack Bellah
8. **Information/Action:** Contract for Dr. John Cottle
9. **Information/Action:** Contract for Dr. Jennifer Kreger
10. **Information/Action:** Contract for Dr. Linda James
11. **Information/Action:** Contract for Dr. Douglas Lister

NEW BUSINESS

1. **Action:** Consent Calendar

- Approval of Board of Director Special Meeting minutes of November 2, 2015 Tab 1
- Approval of Board of Director Regular Meeting minutes of October 22, 2015 Tab 2
- Policies & Procedures
 - Bio-Ethics Committee 100.2016
 - Management of Clinical Alarms 200.1040
 - Restraint and Seclusion 205.1640
 - Interrogating Medtronic and Boston Scientific Pacemaker and Internal Cardiac Devices (ICD) 220.1470
 - Admission of Swing Bed Patients 410.3003
 - Crash Cart Medications 315.3040
 - Code Red: Fire 140.2130

2. **Action:** Medical Staff: Dr. John Kermen Tab 3

A. Appointment to Medical Staff

1. Jacqueline Craig, MD –Department of Medicine-Hospitalist Service

B. Temporary Privileges

1. Jacqueline Craig, MD –Department of Medicine-Hospitalist Service (November 13-December 5, 2015)

C. Locum Tenens Coverage

1. Rebecca Salness, MD –Department of Medicine-Pediatrics (December 1, 2015-February 29, 2016)
2. Gabriel Larson, MD –Department of Medicine-Pediatrics (December 1, 2015-February 29, 2016)

D. Request for New Privileges-Interventional Pain Privileges

1. Jason Pope, MD –Department of Surgery-Pain Medicine
2. Michael Yang, MD –Department of Surgery-Pain Medicine

E. Re-Appointment of V-Rad TeleRadiology Physicians:

1. Christopher Govea, MD
3. Comments from Community
4. Comments from Board of Directors
5. Adjourn

Dated: November 18, 2015

Gayl Moon
Secretary to the Board of Directors

STATE OF CALIFORNIA)
COUNTY OF MENDOCINO) §

I declare under penalty of perjury that I am employed by the Mendocino Coast Health Care District Board of Directors; and that I posted this notice at the North and Patient Services Building Lobby entrances to the Mendocino Coast District Hospital on November 18, 2015

Gayl Moon
Secretary to the Board of Directors

Date

All disabled persons requesting disability related modifications or accommodations, including auxiliary aids or service may make such request in order to participate in a public meeting to Gayl Moon, Secretary to the Board of Directors, 700 River Drive, Fort Bragg, CA 95437 no later than 1 working days prior to the meeting that such matter be included on that month's agenda.

*Per District Resolution, each member of the public who wishes to speak shall be limited to three minutes each per agenda item. Please identify yourself prior to speaking. Thank you.

PUBLIC NOTICE

MENDOCINO COAST HEALTH CARE DISTRICT
BOARD OF DIRECTORS
REGULAR MEETING

THURSDAY, DECEMBER 3, 2015
5:00 p.m. Closed Session
6:00 p.m. Open Session

MENDOCINO COAST DISTRICT HOSPITAL
Redwoods Room
700 River Drive
Fort Bragg, California 95437

I. ROLL CALL

II. CLOSED SESSION

- **Information/Action:** Pursuant to California Government Code §54954.5 and §32155 of the Health and Safety Code Medical Staff Credentials and Privileges Review
- **Information/Action:** Pursuant to §32155 of the Health and Safety Code November Quality Management and Improvement Council Reports
- **Information/Action:** Personnel Session Regarding Dr. Peter Glusker, Government Code §54957: Quality Assurance Matters Pursuant to Health & Safety Code §32155 and Evidence code §1157
- **Information/Action:** Public Employment: To review and approve Cardio-Pulmonary Interpretative Services Agreement for Dr. Jason Kirkman Government Code §54957
- **Information/Action:** Public Employment: To review and approve Cardio-Pulmonary Interpretative Services Agreement for Dr. Jeffrey Berenson Government Code §54957
- **Information/Action:** Pursuant to §54956.9 of the Government Code: Potential Litigation for Mendocino Coast Medical Plaza, LLC

III. 6:00 P.M. OPEN SESSION CALL TO ORDER– SEAN HOGAN, PRESIDENT

IV. ROLL CALL

V. REPORT ON CLOSED SESSION MATTERS

- Medical Staff Credentials and Privileges Report **Information/Action**
- November Quality Management and Improvement Council Report **Information/Action**
- Dr. Glusker Quality Assurance Matters **Information/Action**
- Contract for Dr. Jason Kirkman **Information/Action**
- Contract for Dr. Jeffrey Berenson **Information/Action**
- Potential Litigation for Mendocino Coast Medical Plaza, LLC **Information/Action**

V. PUBLIC COMMENTS

This portion of the meeting is reserved for persons desiring to address the Board of Directors on any matter over which the District has jurisdiction. You must state your name and address for the record. Time is limited to 3 minutes with a 20-minute total time limit for all comments. The Board of Directors can take no action on your presentation, but can seek clarification to points made in your presentation or comments. Additionally, members can ask staff for factual information or refer the item to staff and/or calendar the item on a future agenda. Any person desiring to speak on an agenda item will be given an opportunity to do so prior to the Board of Directors taking action on the item.

VI. REVIEW OF THE AGENDA

Action

VII. BOARD COMMENTS

VIII. APPROVAL OF CONSENT CALENDAR

Action

The following items are considered routine and non-controversial by Hospital Staff. Consent items may be approved by one motion if no member of the Board or audience wishes to comment or ask questions. If comment or discussion is desired, the item will be removed from the Consent Agenda and will be considered at a later meeting.

- Approval of Board of Directors meeting minutes of November 19, 2015 Tab 1

VIII. NEW BUSINESS

- Discuss Board Meeting Date Change: Mr. Wade Sturgeon, CFO **Action/Information**
- Bylaws change to reflect monthly Board Meeting Dates: Mr. Bob Edwards, CEO Tab 2 **Action/Information**
- Introduction of New Manager: Mr. Bob Edwards, CEO **Information**
- Brown Act Adherence: Mr. John Ruprecht **Information**

IX. OLD BUSINESS

- Bio Ethics Policy Discussion: Dr. John Rochat Tab 3 **Action/Information**
- Parcel Tax Update: Mr. Bob Edwards, CEO **Information**

X. REPORTS

- Finance Committee Report: Mr. Wade Sturgeon
 - Statistical/Finance Report, October 2015 Tab 4 **Action**
- Medical Staff: Dr. John Kermen **Action/Information**
- Chief of Patient Care Services Report: Ms. Terry Murphy Tab 5 **Information**
- CEO Report: Mr. Bob Edwards, CEO **Information**
- Planning Committee Report: Mr. Tom Birdsell/Bob Edwards **Information**
- Plant Services Report: Ms. Ellen Hardin **Information**
- JPA Report: Mr. Tom Birdsell **Action/Information**
- Approval of Alysoun Huntley Ford Fund Draw **Action/Information**
- Association and Community Service Reports **Information**

XI. Public Comments

This portion of the meeting is reserved for persons desiring to address the Board of Directors on any matter over which the District has jurisdiction. You must state your name and address for the record. Time is limited to 3 minutes. The Board of Directors can take no action on your presentation, but can seek clarification to points made in your presentation or comments. Additionally, members can ask staff for factual information or refer the item to staff and/or calendar the item on a future agenda. Any person desiring to speak on an agenda item will be given an opportunity to do so prior to the Board of Directors taking action on the item.

XII. ADJOURNMENT

*** THIS DOCUMENT WILL BE PROVIDED AT THE MEETING.**

All disabled persons requesting disability related modifications or accommodations, including auxiliary aids or service may make such request in order to participate in a public meeting to Gayl Moon, Secretary to the Board of Directors, 700 River Drive, Fort Bragg, CA 95437, no later than 72 hours prior to the meeting that such matter be included on that month's agenda.

*Per District Resolution, each member of the Public who wishes to speak shall be limited to three minutes each per agenda item. Please identify yourself prior to speaking. Thank you.

**MENDOCINO COAST HEALTH CARE DISTRICT
BOARD OF DIRECTORS
SPECIAL SESSION
FORT BRAGG, CA
SATURDAY, JANUARY 17, 2015**

1. CALL TO ORDER:

CLOSED Session of the Board of Directors of the Mendocino Coast Health Care District convened at 8:30 am at 700 River Drive, Fort Bragg, CA 95437: President Sean Hogan

2. ROLL CALL: Hogan, Birdsell, Bruning, Rohr, Glusker

ABSENT: None

3. CLOSED SESSION:

A. **INFORMATION/ACTION:** Public Employment: CEO Candidate Interviews, Government Code §54957 and Gillespie v. San Francisco Public Library (1998) 67 Cal App 4th 1165

B. **INFORMATION/ACTION:** Public Employment: To review and/or approve contract extension for Peter Glusker, MD Government Code §54954.5

C. **INFORMATION/ACTION:** Public Employment: To review and/or approve contract extension for John Kermen, DO Government Code §54954.5

4. RECONVENTION OF OPEN SESSION:

A. **INFORMATION/ACTION:** Public Employment: CEO Candidate Interviews, Government Code §54957 and Gillespie v. San Francisco Public Library (1998) 67 Cal App 4th 1165

- The Board of Directors interviewed three (3) candidates; the Board voted to bring back two (2) of the three (3) candidates.

B. **INFORMATION/ACTION:** Public Employment: To review and/or approve contract extension for Peter Glusker, MD Government Code §54954.5

- The Board approved a one (1) year extension for Peter Glusker, MD: Dr. Glusker recused himself

C. **INFORMATION/ACTION:** Public Employment: To review and/or approve contract extension for John Kermen, DO Government Code §54954.5

- The Board instructed the CEO to hire a moderator to assist in negotiating Dr. Kermen's Anesthesia Contract

5. NEW BUSINESS:

A. **INFORMATION/ACTION:** Date change for February 2015 Board Meeting: Mr. Sean Hogan, President

- Mr. Hogan stated that Mr. Miller, Interim CFO will be unable to attend the February 26th Board Meeting and recommended changing the date of the February Board Meeting to Thursday March 5, 2015.

MOTION: To approve the February Board Meeting be changed to Thursday March 5, 2015

- Birdsell moved
- Glusker second
- Motion carried

D. **INFORMATION:** Quorum Health Resources, LLC meeting date with MCDH Board of Directors: Mr. Sean Hogan, President

- QHR will meet with the Board and the Planning Committee in a joint meeting scheduled to take place on Thursday February 26 at 6:00 pm in the Redwoods Room.

6. COMMENTS FROM THE COMMUNITY

There were no comments from the community.

7. COMMENTS FROM BOARD OF DIRECTORS

There were no comments.

8. ADJOURN:

The meeting was adjourned at 12:45 pm

Sean Hogan, President
Board of Directors

ATTEST:

Kitty Bruning, Vice-President
Board of Directors

These minutes constitute a portion of the official record of the Board and are the written record of the proceedings. Documents distributed to the Board of Directors at the meeting are available for public review except legally privileged or confidential documents.

**MENDOCINO COAST HEALTH CARE DISTRICT
BOARD OF DIRECTORS
SPECIAL SESSION
FORT BRAGG, CA
SUNDAY, JANUARY 18, 2015**

1. CALL TO ORDER:

CLOSED Session of the Board of Directors of the Mendocino Coast Health Care District convened at 12:00 noon at 700 River Drive, Fort Bragg, CA 95437: President Sean Hogan presiding

2. ROLL CALL: Hogan, Birdsell, Bruning, Rohr, Glusker

ABSENT: None

3. COMMENTS FROM THE COMMUNITY

There were no comments from the community.

4. CLOSED SESSION:

A. **INFORMATION/ACTION:** Public Employment: CEO Candidate Interview, Government Code §54957 and Gillespie v. San Francisco Public Library (1998) 67 Cal App 4th 1165

5. RECONVENTION OF OPEN SESSION:

A. **INFORMATION/ACTION:** Public Employment: CEO Candidate Interview, Government Code §54957 and Gillespie v. San Francisco Public Library (1998) 67 Cal App 4th 1165

- The Board interviewed one (1) CEO Candidate. The Board voted to bring this candidate to MCDH for an interview.

6. COMMENTS FROM THE COMMUNITY

There were no comments from the community.

7. COMMENTS FROM BOARD OF DIRECTORS

There were no comments from the Board of Directors.

8. ADJOURN:

The meeting was adjourned at 1:10 a.m.

Mr. Sean Hogan, President
Board of Directors

ATTEST:

Ms. Kitty Bruning, Vice-President
Board of Directors

These minutes constitute a portion of the official record of the Board and are the written record of the proceedings. Documents distributed to the Board of Directors at the meeting are available for public review except legally privileged or confidential documents.

**BOARD OF DIRECTORS MEETING
HOSPITAL REDWOODS ROOM
THURSDAY, JANUARY 29, 2015
MINUTES**

The Board of Directors of the Mendocino Coast Health Care District met in CLOSED session at 5:00 pm in the Hospital Redwoods Room, Sean Hogan presiding.

PRESENT: Mr. Hogan, Mr. Birdsell, Ms. Bruning, Dr. Rohr, Dr. Glusker

Mr. Jim Sato, Interim Chief Executive Officer
Mr. Steve Miller, Interim Chief Financial Officer

ABSENT: None

1. CALL TO ORDER:

OPEN Session of the Board of Directors of the Mendocino Coast Health Care District convened at 6:00 p.m. in the Redwoods Room, Mr. Sean Hogan presiding.

2. ROLL CALL:

PRESENT: Mr. Sean Hogan, Mr. Birdsell, Ms. Bruning, Dr. Rohr, Dr. Glusker
Board Members

BOARD MEMBERS ABSENT: None

ALSO PRESENT:

Mr. Jim Sato, Interim Chief Executive Officer
Mr. Steve Miller, Interim Chief Financial Officer
Mr. John Ruprecht, Legal Counsel

Mr. Hogan introduced David Huang and Brian Buckley from Cal Mortgage.

3. CLOSED SESSION MATTERS:

The Board of Directors reviewed the following items in closed session:

A. **INFORMATION/ACTION:** Chapter 9 Bankruptcy Proceedings update

- It is anticipated the Hospital will exit Bankruptcy mid March 2015.

B. **INFORMATION/ACTION:** January Quality Management and Improvement Council Report

- The January Quality Management and Improvement Council Report was approved.

The Board was unable to discuss the rest of the Closed Session items and will reconvene Closed Session at the end of Open Session.

C. **INFORMATION/ACTION:** Medical Staff Credentials and Privileges Report

- To be discussed at the reconvention of Closed Session.

D. **INFORMATION/ACTION:** Report on discussion of Blue Cross rates

- To be discussed at the reconvention of Closed Session.

E. **INFORMATION/ACTION:** CEO Candidates

- To be discussed at the reconvention of Closed Session.

F. **INFORMATION/ACTION:** Credentials/Privileges for non-medical Practitioners

- To be discussed at the reconvention of Closed Session.

4. **PUBLIC COMMENTS:**

- There were no public comments.

5. **BOARD COMMENTS:**

- There were no Board comments.

6. **ACTION: APPROVAL OF CONSENT CALENDAR: MR. SEAN HOGAN, PRESIDENT**

A. Minutes: Regular Session, December 30, 2014

B. Minutes: Special Session, January 17, 2015

C. Minutes: Special Session, January 18, 2015

D. Policies & Procedures

Policy Titles

- Compound Sterile Preparations Service Purpose and Scope
- Compounding Sterile Preparations Policies and Procedures: Terminology
- Ordering, Scheduling and Delivery of Compounded Sterile Products From Pharmacy
- Compounded Sterile Preparation Process
- Clean Room Attire and Hand Hygiene
- Compounded Sterile Preparations Aseptic Technique
- Compounded Sterile Preparations and Primary and Secondary Engineering Control Record Keeping and Documentation
- Cleaning and Disinfecting the Sterile Compounding Area
- Description of Primary Engineering Controls and Secondary
- Environmental Monitoring of the Compounded Sterile Preparation Compounding Area
- Maintenance and Cleaning of the Compounding Aseptic Containment Isolator (CACI)
- Personnel Education, Training and Evaluation for Compounded Steril Products Preparation and Tasks/Activities in Controlled Compounding Areas
- Compounding Equipment Maintenance and Recordkeeping for Primary And Secondary Engineering Control
- Hyperalimenation/Total Parenteral Nutrition (TPN)
- Handling Hazardous Drugs
- Compounded Sterile Preparations – Classifications and Micro Contamination Risk Level Determinations and Beyond Use Date Assignments
- Human Resources Department Policies and Procedures Departmental Job Descriptions – Department of Human Resources

- Bereavement Leave
- Credit Union
- Hospital Rules and Regulations
- Personal Appearance
- Telephone Calls, Cellular Phones, Electronic Devices
- Wound Debridement
- TENS
- Transcutaneous Electrical Nerve (TENS) and Muscle Stimulations (EMS)
- Call Bell for Outpatients Receiving Modalities
- Modified Barium Swallow MBS Study for Dysphagia
- Dysphagia Diet Modifications
- Speech Path Therapy for Swallow Probs
- Patient Leaving the Hospital Against Medical Advice
- Conservative Sharp Wound Debridement
- Negative Pressure Wound Therapy: VACUUM ASSISTED CLOSURE (WOUND V.A.C.) and RENASYS negative pressure wound therapy system
- Managing Risk During Transition to new ISO (International Organization For Standardization) Tubing Connector Standards

MOTION: To approve the Consent Calendar

- Glusker moved
- Birdsell second
- Motion carried

7. **MOTION:** To add the Planning Committee Report to the Report Section

- Birdsell moved
- Rohr second
- Roll call
 - Ayes: Hogan, Birdsell, Rohr, Bruning, Glusker
 - Noes: None
 - Abstain: None
 - Absent: None
- Motion carried

8. **INFORMATION/ACTION: DISCUSSION AND POSSIBLE APPROVAL OF TRADEMARK CULTURE OF PATIENT SAFETY: MR. SEAN HOGAN**

- This us a reaffirmation of patient safety at the Hospital. The Hospital is entering a period of time where quality and patient safety are being measured toward payments the Hospital receives for reimbursement through the Affordable Care Act.
- Mr. Hogan stated the Hospital needs to begin with a new emphasis on patient safety.
- Discussed ways to measure quality:
 - 1) Outcomes
 - 2) Patient satisfaction

9. ACTION: AUTHORIZE MCDH TO PARTICIPATE IN 2013-2014 MEDI-CAL INTERGOVERNMENTAL TRANSFER AGREEMENT: MR. WAYNE ALLEN, CRO

- The process involves the use of Intergovernmental Transfers (IGT) whereby MCDH will transfer \$477,838 to the State of California; the State of California charges a 10% administrative handling fee which equals \$43,005. About 30 to 60 days later, MCDH will receive a payment of \$434,838 from Medi-Cal AB 915 funds, plus the original deposit of \$434,833 for a total of \$869,666.

MOTION: To authorize the transfer of \$477,838 from the LAIF Account to participate in the Intergovernmental Transfer (IGT)

- Rohr moved
- Glusker second
- Roll call
 - Ayes: Hogan, Birdsell, Rohr, Bruning, Glusker
 - Noes: None
 - Abstain: None
 - Absent: None
- Motion carried

10. ACTION: REVIEW AND POSSIBLE APPROVAL OF VETERAN AFFAIRS PATIENT-CENTERED COMMUNITY CARE (PC3) PROGRAM: MR. WAYNE ALLEN, CRO

- Mr. Allen stated this is a new program which will serve better access to veterans. This new program is called Patient-Centered Community Care (PC3).
- The reimbursement terms are set at the federal level, so there are no negotiations involved.
- On the inpatient side they are taking a 5% reduction in the Hospital's cost of charge ratio.
- On the outpatient side they are paying at 95% of the Hospital's cost of charge ratio, so the discount is not that substantial, but it is a discount.
- It will probably take 30 to 60 days to get into the network.
- Mr. Allen feels this might bring in approximately \$400,000 per year.
- The vets will have to call for authorization and the Hospital will have to call the VA to confirm that information before services are provided.
- Dr. Glusker questioned:
 - ✓ If someone is both a senior and a veteran, and therefore might fall under a critical access designation, how would that affect the Hospital's billing? Mr. Allen did not know the answer to that question, but will have Cindy Richards research this issue.
- Dr. Rohr had the following concerns:
 - ✓ He has only seen an analysis as to revenue and has not seen an analysis with regard to the effect on profitability.
 - ✓ There are some issues in the contract regarding malpractice insurance that aren't well stipulated.
 - ✓ There is an issue regarding continuing service after termination, which could end up being some onerous expenses, and there is no analysis of that.

- ✓ Concerned what this will do to the NCFHC where they are already struggling to make a profit. This contract gives them a discount on their professional services of either 10 or 20% depending on how the billing is done.
- Mr. Birdsell stated he feels the financial impact is fairly easily ascertained. Wayne has estimated that the revenue is going to increase by \$400,000 and really for a majority of the business looking at cost, less 5%, it would be \$50,000. Mr. Birdsell also feels it is the Hospital's charter to provide health care to the community.
- Dr. Rohr will email Mr. Miller his questions/concerns to enable Mr. Miller to follow-up with Mr. Allen on these issues.
- Discussion ensued.

MOTION: To table this, have further discussion and put on the agenda for the next Board Meeting

- Rohr moved
- Glusker
- Roll call
 - Ayes: Hogan, Glusker, Rohr
 - Noes: Birdsell, Bruning
 - Abstain: None
 - Absent: None
- Motion carried

11. INFORMATION/ACTION: REVIEW AND APPROVAL OF CONTRACT WITH ECHO LOCUM TENENS: MS. ILONA HORTON

- Ms. Horton stated under this agreement, the hourly rate for locum tenens (temporary) staff at NCFHC is as follows:
 - ✓ Internal medicine, family practice or pediatric physician is between \$110 and \$130 per hour
 - ✓ Nurse practitioner and physician assistant is between \$90 and \$110 per hour
 - ✓ Holiday pay is 1.5 times the regular hourly rate. Holidays are defined as New Year's Day, Memorial Day, 4th of July, Labor Day, Thanksgiving Day, Christmas Eve and Christmas Day.
- The District also agrees to reimburse Echo for appropriate travel costs as outlined in the Agreement. The District can contract directly with Echo provided physicians, nurse practitioners and physician assistants by paying a placement fee of \$18,000 per individual. The rates on this Agreement are lower than some other existing agreements to provide temporary staff. There is no cost to the District until a temporary physician, nurse practitioner or physician assistant is on site and working in the Clinic.
- This agreement is part of Staff's efforts to provide additional tools for the Clinic to recruit and/or fill current physician, nurse practitioner and physician assistant openings in the Clinic.
- The Clinic has recruited two (2) non-physician practitioners.
- Dr. Rohr asked how much medical malpractice? Will this be equal to what the clinic requires all the other medical physicians on staff? This looks like it's self-insured, and that's not acceptable, it has to be for a certain given amount. He

would like this issue addressed.

- This contract was reviewed and approved by Ober Kaler Attorneys.

MOTION: To authorize management to sign the Echo Locum Tenens contract with the provision that the malpractice is specifically listed and equal to what we require other physicians on the staff

- Rohr moved
- Birdsell second
- Roll call
 - Ayes: Rohr, Birdsell, Hogan, Glusker, Bruning
 - Noes: None
 - Abstain: None
 - Absent: None
- Motion carried

12. INFORMATION/ACTION: REVIEW AND POSSIBLE APPROVAL OF CONTRACT WITH NICHOLS, MELBURG & ROSETTO ARCHITECTS

- The creation of the decontamination room within the existing sterile central supply department is a project the District committed to complete in order to maintain accreditation by the Joint Commission and to continue licensure as an acute care hospital with the State of California.
- The cost of the project is \$40,735. However, the Agreement clearly states that this cost assumes that the existing mechanical system is adequate. The \$40,735 do not include any additional architectural services that the Architects may need to perform to get the existing mechanical system to a sufficient level to achieve regulatory compliance for the new decontamination room.
- Essentially, this is a minimum price. The mechanical system is not adequate for the requirements of a new decontamination room. An analysis of the electrical and other systems may uncover similar problems.
- Consequently, the total price cannot be determined. The District has the option to approve any additional work. However, the District does not have the option to not create a decontamination room.
- This agreement is only for Architectural and Engineering Services. The deliverable products will be to create construction drawings and specifications to meet office of Statewide Health Development & Planning (OSHPD) requirements. Also, the Architects will make occasional site visits while construction is in progress.
- At this time, the District is planning to use the services of Petra-ICS for construction management, for oversight of various OSHPD required inspectors, and for liaison with OSHPD.
- While not part of the scope of this agreement, staff is reminding the Board that during demolition and construction, sterilization services will need to be provided of site or in another location. This agreement does not include demolition, construction, or acquisition of any new equipment.
- The Board of Directors requested a more “refined” project cost for the Agreement to Provide Architectural & Engineering Services to Create a Decontamination Room within the Existing Sterile Central Supply Department

- The Board would like NMR to bring in the appropriate personnel to evaluate the mechanical and electrical systems to give the District a more precise estimate of the cost to provide the service. The Board rejected the contract as it was too open ended with the statement that the price assumed the mechanical system was adequate for the project.
- The Board has authorized the payment for the appropriate personnel to do the mechanical and electrical evaluation.

MOTION: To invite NMR to come for a site visit to address the mechanical, electrical and architectural fees associated with this project

- Birdsell moved
- Rohr second
- Motion carried

13. INFORMATION/ACTION: REPORT FROM LEGAL COUNSEL REGARDING POSSIBLE MEDICAL MALPRACTICE ISSUES WITH CONTRACTED PHYSICIANS: MR. JIM SATO, INTERIM CEO

- Mr. Hogan stated there is a typo on the agenda. This is not about possible Medical Malpractice Issues with Contracted Physicians, this is about Medical Malpractice Insurance Issues.
- Mr. Ruprecht stated he is concerned about some very recent cases where a physician has been held, and the Hospital also, responsible, not for medical malpractice but for ordinary negligence; the difference that makes is that under MICRA, the medical act that has been in effect since 1975, general damages for medical malpractice are limited to \$250,000. General damages are usually the pain and suffering. The plaintiff can also recover special damages without predication for future medical costs and lost earnings.
- Case in point:
 - There was a very recent case where a woman had a miscarriage, she complained bitterly to the anesthesiologist shortly after the procedure, and he got very angry with her and insulted her and actually had some of her own bodily fluids in a jar and shoved it in her face. The Court of Appeals said this is not medical malpractice, it is egregious behavior by a physician and they did not limit the amount of damages that she can claim against him under MICRA to \$250,000.
- There cases currently being brought under the Elder Abuse Act as distinguished from MICRA. Those cases also are kind of cutting edge on can a plaintiff go after the hospital or medical care provider under the Elder Abuse Act for lack of care. There is another very recent case on this issue:
 - A woman had been treated by a clinic for years and the clinic failed to refer her to a specialist for her condition and she died. The heirs sued, and the clinic defended on the basis that this again a case of medical malpractice under MICRA, and appellate court said that the plaintiff is also pleading a case under The Elder Abuse Act for failure to provide proper care. The distinction being that under The Elder Abuse Act the plaintiff can get attorneys fees and enhanced damages which they cannot get under MICRA.
- The above 2 issues are cutting edge right now because there has been no cost

- of living increase in MICRA since 1975 for general damages of \$250,000.
- It was on the ballot for California whether to increase the limit to over \$1 million and that failed.
- Under MICRA the most the plaintiff can get for general damages is \$250,000.
- Another question:
 - ✓ Is it legal for a hospital to pay for a physician's malpractice insurance that the Hospital directly contracts with.
 - Mr. Ruprecht would like to research this issue and requested this put on next month's agenda.
 - Mr. Sato stated that he that he got an opinion from Julie Kass at Kaler Ober and she said the answer is yes and no. Yes, if that physician is directly contracted with the hospital to provide service, and yes if the amount of the malpractice insurance and salary and everything else that goes with it does not exceed the fair market value of that service. No, the hospital cannot pay for malpractice insurance of a physician that is not contracted with the hospital, unless that physician is an Obstetrician.
 - Dr. Kermen stated when the credentialing is done, whether they are locums or physicians that are on staff, they all meet the same malpractice requirements, so he is not concerned that the Hospital has physicians that are not meeting the Elder Abuse and any other insurance. The Hospital ensures the physicians have all the required coverage.
 - Mr. Ruprecht stated this issue arose because some of the Hospital's locums physicians, and the only insurance that the locums agency was providing was medical malpractice. Mr. Ruprecht stated the Hospital needs to go to Program Beta and determine if that locums physician is going to be covered for ordinary negligence under general liability or not.
 - Program Beta will meet with the Board in a couple of weeks and this issue will be addressed at that time.
- Mr. Ruprecht stated that some of the Hospital's Locums physicians come to MCDH with the issue of who is going to pay for their medical malpractice. Even if the locums group pays for the medical malpractice, that physician may not be covered ordinary negligence and may not be covered for a claim under the Elder Abuse Act. Mr. Ruprecht feels this issue really needs to be discussed with Program Beta because there could be a gap in insurance coverage even though the physician may be covered by medical malpractice.
- No action was taken.

14. INFORMATION: REPORT ON BOARD ACTIVITIES WITH STAFF IN THE EMERGENCY DEPARTMENT AND INTENSIVE CARE UNIT: BOARD OF DIRECTORS

- Dr. Rohr stated the Board wants to become more accessible to the employees. As a result they are meeting regularly with individual groups starting with Housekeeping. Recently Dr. Rohr and Tom Birdsell met with ICU Nurses and learned numerous things that could be improved upon that would have an impact in patient care/safety. The floors and windows will eventually be replaced in ICU.
- Dr. Glusker stated that he and Ms. Bruning attended an ER Staff Meeting and found it very insightful. They will soon meet with the Med Surg Staff.

- The Board's goal is to improve dialogue, safety, quality and morale throughout the facility.
- Discussion ensued.

15. INFORMATION/ACTION: APPROVAL OF GURNEYS FOR THE EMERGENCY ROOM: MS. SHELLEY WARE

- Shelley Ware, ED & ICU Manager reported: Four gurneys in the ED have been determined to require immediate replacement.
- The estimated cost of these gurneys is approximately \$10,000/gurney for a total cost not to exceed \$40,000. This includes several optional pieces of add on equipment and enhancements that will improve patient safety and nursing efficiency.
- Staff recommends that the Board approve the purchase of four (4) gurneys for the ED for an amount not to exceed \$40,000 and to authorize payment from the LAIF account.
- Discussion ensued regarding involving the Hospital Foundation funding some capital items for the Hospital such as the new gurneys.

MOTION: To approve the purchase of four (4) gurneys for ER not to exceed \$40,000

- Glusker moved
- Birdsell second
- Roll call
 - Ayes: Hogan, Birdsell, Bruning, Rohr, Glusker
 - Noes: None
 - Abstain: None
 - Absent: None
- Motion carried

Mr. Miller will begin working on a capital budget.

16. INFORMATION/ACTION: APPROVAL OF TRANSFER FROM LAIF MEANINGFUL USE BOARD RESTRICTED ACCOUNT TO CORE OPERATING CHECKING ACCOUNT: MR. STEVE MILLER, INTERIM CFO

- Mr. Sato requested funds be transferred from the LAIF account to the core checking account to cover:
 - ✓ \$ 40,00 for gurneys
 - ✓ \$478,000 for Intergovernmental Transfer (IGT) to the State of California
- For a total of \$518,000.

MOTION: To recommend Board approval of a transfer from the LAIF Account to the core checking account in the amount of \$518,000

- Birdsell moved
- Glusker second
- Roll Call
 - Ayes: Hogan, Birdsell, Bruning, Rohr, Glusker
 - Noes: None
 - Abstain: None

- Absent: None
- Motion carried

17. INFORMATION/ACTION: APPROVAL OF JOINT CONFERENCE COMMITTEE: DR. PETER GLUSKER

- Dr. Kermen stated the MEC will meet all day on February 7th to review all of the Bylaws and will discuss the Joint Conference Committee.
- No Action was taken.

18. INFORMATION: EMPLOYEE MORALE UPDATE: DR. PETER GLUSKER

- Dr. Glusker stated this was covered earlier in the meeting when discussing the Board activities with staff.

19. INFORMATION: FACILITIES UPDATE: MR. SCOTT KIDD

- Mr. Kidd thanked Joe Schofield for the wonderful job he is doing in facilities.
- Carpet cleaner/extractor has been ordered.
- Inventory of existing lockers was complete on January 23.
- ED improvements: painting the hallway has started.
- Painting all public restrooms after the ED hallway is complete.
- ICU improvements: stripping and waxing the floors, has begun.
- Front entrance improvements are complete.
- Removal of junk in outside areas has begun.

20. INFORMATION: ELECTRONIC MEDICAL RECORDS UPDATE: MR. STEVE MILLER, INTERIM CFO

- Mr. Miller will review the contract with Next Gen and report at the next Board meeting.

21. STATISTICAL/FINANCE REPORT, DECEMBER 2014: DR. WILLIAM ROHR
December Consolidated Highlights

- The Net Loss from Operations was \$(403,559) versus a budgeted Net Loss of \$(115,387).
- Gross patient revenues were \$8,619,850 and were higher than budget by \$1,197,156 or 16.1%. However, net patient revenues were only 4.8%, or \$176,675 higher than budget at \$3,843,065.
- Total operating expenses were \$4,484,135, exceeding the budget by \$(514,166) or 13.0%.
- The debt service coverage ratio was computed at 2.38 for December 2014 and we are in compliance with the bond covenant ratio requirement of 1.25.
- Operating cash at month-end was \$1,710,538 and the day's cash on hand was 12.9 days.
- The board restricted funds totaled \$4,735,226.

MOTION: To add the addition of a Finance Committee Member to the agenda

- Birdsell moved
- Rohr second

- Roll call
 - Ayes: Hogan, Birdsell, Bruning, Rohr, Glusker
 - Noes: None
 - Abstain: None
 - Absent: None
- Motion carried

MOTION: To add Kaye Handley as a new member of the Finance Committee

- Rohr moved
- Glusker second
- Motion carried

MOTION: To approve the Finance & Statistical Report for December 2014

- Rohr moved
- Birdsell second
- Motion carried

22. INFORMATION: PLANNING COMMITTEE REPORT: MR. TOM BIRDSELL

- QHR will make an onsite visit on Thursday, February 26 at 6:00 to meet with the Planning Committee and the Board.
- Discussed possibly using Focus & Execute or a similar program as a tool to help keep the Strategic Plan organized.
- The Planning Committee discussed the Parcel Tax and would recommend to the Board going forward with the Parcel Tax on either November 2015 or April 2016. In either case, the Hospital would start receiving money in December 2017.
- The dollar amount based upon a flat range of \$75.00 to \$150.00, the expected income would be between \$600,000 and \$1.5 million.
- Collaborate with the Foundation to launch a capital campaign.

23. ACTION: MEDICAL STAFF REPORT: DR. JOHN KERMEN

A. Locum Tenens Coverage – Temporary Privileges

1. Shawn Bagci, MD – Department of Medicine-Hospitalist Service
(December 23, 2014-January 2, 2015)
2. Jennings Staley, MD – Department of Medicine-Hospitalist Service
(January 1-31, 2015)
3. Roger Brecheen, MD – Department of Surgery-OB-GYN
(February 1-March 31, 2015)
4. Kin Aye Ma, MD – Department of Medicine-Endocrinology-NCFHC
(EXTENSION: February 1-March 31, 216)

MOTION: After careful consideration recommend Locum Tenens Coverage Temporary Privileges for Shawn Bagci, MD: Jennings Staley, MD: Roger Brecheen, MD: Kin Aye Ma, MD

- Birdsell moved
- Rohr second
- Motion carried

B. Completion of Proctoring of Locum Tenens Staff

1. Roger Brecheen, MD – Department of Surgery-OB-GYN

MOTION: After careful consideration recommend Completion of Proctoring of Locum Tenens Staff for Roger Brecheen, MD

- Birdsell moved
- Rohr second
- Motion carried

C. Release from Proctoring as an Allied Health Professional

1. Kei Velazquez, NP, CNM

MOTION: After careful consideration recommend Release from Proctoring as an Allied Health Professional

- Kermen moved
- Rohr second
- Motion carried

D. Re-Appointment of V-Rad TeleRadiology Physicians

1. Bruce Reiner, MD
2. Taro Aikawa, MD
3. Asti Pilika, MD
4. Tore Detlie, MD

MOTION: After careful consideration recommend Re-Appointment of V-Rad TeleRadiology Physicians for Bruce Reiner, MD: Taro Aikawa, MD: Asti Pilika, MD: Tore Detlie, MD

- Bruning moved
- Birdsell second
- Motion carried

24. CFO REPORT: MR. STEVE MILLER, INTERIM

- Mr. Miller will use the property tax proceeds of \$404,000 to fund 60% of the employee pension liability and funding the remainder later in the year.
- The Foundation Board and the Hospital Board want to work more closely together in the future. Mr. Sato, Mr. Miller and Mr. Hogan attended the last Foundation Board Meeting.

25. CNO REPORT: MS. TERRY MURPHY

- Refer to the attached report as part of these minutes.

26. CEO REPORT: MR. JIM SATO, INTERIM CEO

- Refer to the attached report as part of these minutes.

27. HOME HEALTH DIVISION UPDATE: MS. JUNICE WILSON

- There was no report.

28. ACTION: APPROVAL OF ALYSOUN HUNTLEY FORD FUND DRAW

The Alysoun Huntley Ford Fund is a Board designated fund left to the Hospital for purposes of funding some respite for caregivers of patients who are dying at home. Each

draw request is for up to \$2,000.00.

- There were no requests.

29. ASSOCIATION AND COMMUNITY SERVICE REPORTS: BOARD MEMBERS

- Three Board Members attend the California Association of Health Care District's Governance Conference last week. It was very beneficial.

30. PUBLIC COMMENTS:

- Ms. Patti Jauregui-Darland stated that there were no Board packets at this meeting.
- The packet will be added to the web-site in the future.

31. ADJOURN:

Open Session adjourned at 8:45 p.m.

Reconvened Closed Session at 8:55 p.m.

1. Reconvension of Open Session:

A. Reporting out on Closed Session

1. There was no report out on Closed Session.

Meeting adjourned at 9:30 p.m.

Peter Glusker, MD, Secretary
Board of Directors

Gayl Moon, Secretary to the
Board of Directors

**MENDOCINO COAST HEALTH CARE DISTRICT
BOARD OF DIRECTORS
SPECIAL SESSION
FORT BRAGG, CA
TUESDAY, FEBRUARY 10, 2015**

1. CALL TO ORDER:

CLOSED Session of the Board of Directors of the Mendocino Coast Health Care District convened at 5:30 P.M. at 700 River Drive, Fort Bragg, CA 95437: President Sean Hogan presiding

2. ROLL CALL: Hogan, Bruning, Rohr, Glusker
ABSENT: Birdsell

3. COMMENTS FROM THE COMMUNITY

There were no comments from the community.

4. CLOSED SESSION:

- A. **INFORMATION/ACTION:** Public Employment: CEO Candidate Interviews, Government Code §54957 and Gillespie v. San Francisco Public Library (1998) 67 Cal App 4th 1165
- B. **INFORMATION/ACTION:** Personnel discussion with current Interim CEO and discussion of selection of new Interim CEO prior to hiring of Permanent CEO, Government Code §54957(b)

5. RECONVENTION OF OPEN SESSION:

- A. **INFORMATION/ACTION:** Public Employment: CEO Candidate Interview, Government Code §54957 and Gillespie v. San Francisco Public Library (1998) 67 Cal App 4th 1165
- The Board interviewed two (2) CEO Candidates. The Board voted to bring both candidates to MCDH to interview.
- B. **INFORMATION/ACTION:** Personnel discussion with current Interim CEO and discussion of selection of new Interim CEO prior to hiring of Permanent CEO, Government Code §54957(b)
- Mr. Sato will terminate his contract as Interim CEO within the next couple of weeks. The Board instructed Mr. Sato to contact agencies the Hospital deals with to get a replacement Interim CEO.

6. COMMENTS FROM THE COMMUNITY

There were no comments from the community.

7. COMMENTS FROM BOARD OF DIRECTORS

There were no comments from the Board of Directors.

8. ADJOURN:

The meeting was adjourned at 7:30 p.m.

Mr. Sean Hogan, President
Board of Directors

ATTEST:

Ms. Kitty Bruning, Vice-President
Board of Directors

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**MENDOCINO COAST HEALTH CARE DISTRICT
BOARD OF DIRECTORS
SPECIAL SESSION
FORT BRAGG, CA
TUESDAY, FEBRUARY 24, 2015**

1. CALL TO ORDER:

OPEN Session of the Board of Directors of the Mendocino Coast Health Care District convened at 5:00 pm at 700 River Drive, Fort Bragg, CA President Sean Hogan

2. ROLL CALL: Hogan, Bruning, Rohr, Glusker

ABSENT: Birdsell

OTHERS PRESENT: Jim Sato, Interim CEO: Steve Miller, Interim CFO: John Ruprecht, Legal Counsel

3. COMMENTS FROM THE COMMUNITY

- There were no comments from the community.

OPEN SESSION:

4. INFORMATION: PROGRAM BETA PRESENTATION ON DIRECTORS AND OFFICERS (D&O) LIABILITY COVERAGE

- Mr. Corey Grove, J.D., CPCU Vice President, Underwriting and Client Services with BETA Healthcare Group gave a presentation on Mendocino Coast District Hospital's insurance coverage for:
 - Directors & Officers Liability Insurance Coverage
- MCDH also has coverage for "Healthcare Entity Comprehensive Liability" and "Automobile Insurance" through BETA Healthcare Group. Discussion ensued.

5. COMMENTS FROM THE COMMUNITY

There were no comments.

6. ADJOURN:

The meeting was adjourned at 6:00 pm

Sean Hogan, President
Board of Directors

ATTEST:

Ms. Kitty Bruning, Vice-President
Board of Directors

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**MENDOCINO COAST HEALTH CARE DISTRICT
BOARD OF DIRECTORS
SPECIAL SESSION
FORT BRAGG, CA
THURSDAY, FEBRUARY 26, 2015**

1. CALL TO ORDER:

CLOSED Session of the Board of Directors of the Mendocino Coast Health Care District convened at 9:00 a.m. at 700 River Drive, Fort Bragg, CA 95437: President Sean Hogan presiding

2. ROLL CALL: Hogan, Birdsell, Bruning, Rohr, Glusker
ABSENT: None

3. COMMENTS FROM THE COMMUNITY
There were no comments from the community.

4. CLOSED SESSION:

A. **INFORMATION/ACTION:** Public Employment: CEO Candidate Interviews, Government Code §54957 and Gillespie v. San Francisco Public Library (1998) 67 Cal App 4th 1165

5. RECONVENTION OF OPEN SESSION:

A. **INFORMATION/ACTION:** Public Employment: CEO Candidate Interviews, Government Code §54957 and Gillespie v. San Francisco Public Library (1998) 67 Cal App 4th 1165

➤ The Board interviewed one (2) CEO Candidates.

6. COMMENTS FROM THE COMMUNITY

There were no comments from the community.

7. COMMENTS FROM BOARD OF DIRECTORS

There were no comments from the Board of Directors.

8. ADJOURN:

The meeting was adjourned at 12:15 p.m.

Mr. Sean Hogan, President
Board of Directors

ATTEST:

Ms. Kitty Bruning, Vice-President
Board of Directors

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**MENDOCINO COAST HEALTH CARE DISTRICT
BOARD OF DIRECTORS
SPECIAL SESSION
FORT BRAGG, CA
FRIDAY, FEBRUARY 27, 2015**

1. CALL TO ORDER:

CLOSED Session of the Board of Directors of the Mendocino Coast Health Care District convened at 11:30 a.m. at 700 River Drive, Fort Bragg, CA 95437: President Sean Hogan presiding

2. ROLL CALL: Hogan, Birdsell, Bruning, Rohr, Glusker
ABSENT: None

3. COMMENTS FROM THE COMMUNITY
There were no comments from the community.

4. CLOSED SESSION:

A. **INFORMATION/ACTION:** Public Employment: CEO Candidate Interviews, Government Code §54957 and Gillespie v. San Francisco Public Library (1998) 67 Cal App 4th 1165

5. RECONVENTION OF OPEN SESSION:

A. **INFORMATION/ACTION:** Public Employment: CEO Candidate Interviews, Government Code §54957 and Gillespie v. San Francisco Public Library (1998) 67 Cal App 4th 1165

➤ The Board interviewed one (2) CEO Candidates.

6. COMMENTS FROM THE COMMUNITY

There were no comments from the community.

7. COMMENTS FROM BOARD OF DIRECTORS

There were no comments from the Board of Directors.

8. ADJOURN:

The meeting was adjourned at 2:00 p.m.

Mr. Sean Hogan, President
Board of Directors

ATTEST:

Ms. Kitty Bruning, Vice-President
Board of Directors

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**MENDOCINO COAST HEALTH CARE DISTRICT
BOARD OF DIRECTORS
SPECIAL SESSION
FORT BRAGG, CA
MONDAY, MARCH 2, 2015**

1. CALL TO ORDER:

CLOSED Session of the Board of Directors of the Mendocino Coast Health Care District convened at 10:30 a.m. at 700 River Drive, Fort Bragg, CA 95437: President Sean Hogan presiding

2. ROLL CALL: Hogan, Birdsell, Bruning, Glusker
ABSENT: Rohr

3. COMMENTS FROM THE COMMUNITY
There were no comments from the community.

4. CLOSED SESSION:

A. **INFORMATION/ACTION:** Public Employment: CEO Candidate Interview, Government Code §54957 and Gillespie v. San Francisco Public Library (1998) 67 Cal App 4th 1165

5. RECONVENTION OF OPEN SESSION:

A. **INFORMATION/ACTION:** Public Employment: CEO Candidate Interview, Government Code §54957 and Gillespie v. San Francisco Public Library (1998) 67 Cal App 4th 1165

➤ The Board interviewed one (1) CEO Candidate.

6. COMMENTS FROM THE COMMUNITY

There were no comments from the community.

7. COMMENTS FROM BOARD OF DIRECTORS

There were no comments from the Board of Directors.

8. ADJOURN:

The meeting was adjourned at 12:00 noon

Mr. Sean Hogan, President
Board of Directors

ATTEST:

Ms. Kitty Bruning, Vice-President
Board of Directors

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**BOARD OF DIRECTORS MEETING
HOSPITAL REDWOODS ROOM
THURSDAY, MARCH 5, 2015
MINUTES**

The Board of Directors of the Mendocino Coast Health Care District met in CLOSED session at 5:00 pm in the Hospital Redwoods Room, Sean Hogan presiding.

PRESENT: Mr. Hogan, Mr. Birdsell, Ms. Bruning, Dr. Rohr, Dr. Glusker

Mr. Chad Chadwick, Interim Chief Executive Officer (telephonically)

Mr. Steve Miller, Interim Chief Financial Officer

Mr. Wayne Allen, CRO (telephonically)

ABSENT: None

1. CALL TO ORDER:

OPEN Session of the Board of Directors of the Mendocino Coast Health Care District convened at 6:00 p.m. in the Redwoods Room, Mr. Sean Hogan presiding.

2. ROLL CALL:

PRESENT: Mr. Sean Hogan, Mr. Birdsell, Ms. Bruning, Dr. Rohr, Dr. Glusker
Board Members

BOARD MEMBERS ABSENT: None

ALSO PRESENT:

Mr. Chad Chadwick, Interim Chief Executive Officer (telephonically)

Mr. Steve Miller, Interim Chief Financial Officer

Mr. John Ruprecht, Legal Counsel

3. CLOSED SESSION MATTERS:

The Board of Directors reviewed the following items in closed session:

- A. **INFORMATION/ACTION:** Chapter 9 Bankruptcy Proceedings update
 - To be discussed at the reconvention of Closed Session after Open Session.
- B. **INFORMATION/ACTION:** Self Reporting Disclosure Protocol
 - To be discussed at the reconvention of Closed Session after Open Session.
- C. **INFORMATION/ACTION:** February Quality Management and Improvement Council Report
 - The Board extended the privileges of Dr. Brown and Dr. Mahon
- D. **INFORMATION/ACTION:** Medical Staff Credentials and Privileges Report
 - To be discussed at the reconvention of Closed Session after Open Session.
- E. **INFORMATION/ACTION:** Update on Contract Negotiation for John Kermen, DO
 - To be discussed at the reconvention of Closed Session after Open Session.
- F. **INFORMATION/ACTION:** Personnel Session with District Legal Counsel
 - To be discussed at the reconvention of Closed Session after Open Session.

4. PUBLIC COMMENTS:

- Lois Leister, Pharmacy Manager reported that on February 25, 2015 the Pharmacy began moving into the new Pharmacy space.
- Brenda Ross, PT Department stated:
 - ✓ when the Pharmacy moves out of the space they have been occupying, inpatient Physical Therapy hopes to move into that space.
 - ✓ asked the Board to reconsider approving some PT policies that were pulled from the Consent Calendar a couple of months ago.
 - Dr. Glusker stated the policies in question went to the MEC and will be referred to Pharmacy and Therapeutics for review.
 - ✓ PT Department needs more support from local physicians.

5. BOARD COMMENTS:

- Mr. Hogan met today with the representative of Congressman Huffman and explained to her some of the problems arising from the way Medicare pays MCDH; right now Medicare pays 99% of costs. Mr. Hogan asked that the congressman support a bill that is going to be introduced to restore the 2% cut that was made as a part of sequester. Mr. Hogan also discussed some of the issues MCDH has been going through regarding the VA and how they pay for things. The representative will pass this information on to a person in Congressman Huffman's office who deals with healthcare issues.
- Mr. Hogan stated that a member of the community had made the statement at the last meeting that the Board Bylaws required the Board to have an annual retreat. Upon reviewing the Bylaws, Mr. Hogan stated that an annual retreat is not required.

6. ACTION: APPROVAL OF CONSENT CALENDAR: MR. SEAN HOGAN, PRESIDENT

- A. Minutes: Regular Session, January 29, 2014
- B. Minutes: Special Session, February 10, 2015
- C. Policies & Procedures

Policy Titles

- Mandatory Flu Vaccination Policy
- Isolation Precaution Guidelines
- Wellness Program
- Wellness Program Mission and Values
- Integrative Medicine Payment Agreement
- Wellness Class Payment Agreement
- Integrative Medicine Delivery
- Administrative Nursing Supervisor Meetings
- Plan for Provision of Nursing Care
- Adoption Policy for Infants Born at Mendocino Coast District Hospital
- Contraction Stress Test
- Neonatal Phototherapy
- 12 Lead Electrocardiogram (ECG/EKG)

MOTION: To approve the Consent Calendar with the removal of ‘Mandatory Flu Vaccination Policy #170.1075’ and the removal of ‘Integrative Medicine Delivery Policy #320.9004’

- Rohr moved
- Bruning second
- Motion carried

7. INFORMATION: ANNOUNCEMENT OF ENGAGEMENT OF NEW INTERIM CEO, CHAD CHADWICK

- Mr. Hogan introduced Chad Chadwick as the new Interim CEO who was joining the meeting telephonically.

8. INFORMATION/ACTION: DISCUSS THE BOARD OF DIRECTORS GOING PAPERLESS: DR. BILL ROHR

- Dr. Rohr feels it is time for the Board to go paperless or at least reduce the amount of paper used in their meetings. There would be an electronic version of the Board Packet as well as all related materials.
- The Finance Committee looked at the issue and voted in favor of having management put together a proposal of what it would cost and how it could be accomplished.
- The Finance Committee will present a proposal to the Board in the near future.

9. INFORMATION/ACTION: DISCUSSION RE: COMPLIANCE OFFICER: MR. SEAN HOGAN, PRESIDENT

- Mr. Hogan stated that quality and compliance issues are coming to the forefront in the operation of Hospitals under Obama Care.
- Mr. Miller stated there needs to be a strong and robust Compliance Program which protects the Hospital. Mr. Miller suggested the Board direct management to evaluate the Compliance Program develop and offer options and or recommendations to the Board on any changes or possible improvements to enhance the existing Compliance Program.
- Mr. Ruprecht, Legal Counsel stated there are several different types of compliance including legal and medical compliance all of which may require some different form of tracking.
- Discussion ensued.

MOTION: To instruct the CEO to undertake an examination of the Compliance Process

- Birdsell moved
- Glusker second
- Motion carried

10. INFORMATION/ACTION: TEMPORARY PORTABLE X-RAY UNIT: MS. TERRY MURPHY

- Ms. Murphy stated the temporary x-ray unit will arrive tomorrow. The cost of the rental for three (3) months including transportation, taxes and security deposit is approximately \$6,000.

- The Hospital now has two (2) estimates for a long-term solution to the portable x-ray unit:
 1. Quote from GE for \$45,600, which does not include state and local taxes or a trade-in. It is a standard unit which is upgradeable to a digital system. The cost of a digital machine is approximately \$130,000.
 2. Quote from Shimzdu for \$41,300 which does not include state and local taxes or trade in allowances. It is a standard unit which is upgradeable to a digital system.
- The Board would like Dr. Perry's input.
- Discussion ensued.

MOTION: To authorize up to \$50,000 to purchase a portable x-ray unit

- Rohr moved
- Motion died for lack of a second
- Mr. Miller stated that management has not fully vetted all of the possible options for a permanent new machine, nor have they fully vetted all of the possible options for funding that purchase. He suggested tabling this item which would allow management to report back to the Board with the appropriate option and funding in place.

11. INFORMATION/ACTION: DISCUSS HIRING A PERMANENT CFO: DR. BILL ROHR

- Dr. Rohr stated that Mr. Miller's contract will expire in the next couple of weeks. The Board has decided that the new permanent CEO will help in selecting the permanent CFO, however there is not yet a permanent CEO in place.
- The Finance Committee voted to recommend to the Board to extend Mr. Miller's contract until a permanent CEO is on board and that there be some overlap.

MOTION: To extend Mr. Miller's contract with QHR until a permanent CEO is in place

- Glusker moved
- Mr. Hogan expressed concern that this is not the topic that was agendaized.
- Dr. Glusker withdrew his prior motion.

MOTION: To authorize Mr. Chadwick to negotiate and extend the Hospital's Interim CFO Contract in the lack of a permanent CFO

- Glusker moved
- Motion died for lack of a second
- Mr. Birdsell stated the Board cannot entertain a motion to that effect, but any Board member can request the CEO for specific action.

MOTION: To table this item until the next meeting

- Rohr moved
- Birdsell second
- Motion carried

12. INFORMATION/ACTION: PHYSICIAN'S MALPRACTICE INSURANCE: MR. JOHN RUPRECHT, LEGAL COUNSEL

- Mr. Ruprecht stated that last week the Hospital had a Special Board Meeting at which Beta Healthcare Group gave a presentation to the Board.
- Beta Healthcare is the Hospital's insurer for medical malpractice, comprehensive liability as well as auto and liability.
- It was a very informative presentation especially for the new Board Members.
- No action was taken.

13. INFORMATION/ACTION: ELECTRONIC MEDICAL RECORDS UPDATE: MR. STEVE MILLER

- Mr. Miller requested this item be tabled.

MOTION: To table this agenda item until the April meeting

- Rohr moved
- Glusker second
- Motion

14. INFORMATION/ACTION: STAFFING REQUIREMENTS FOR CNA'S: DR. BILL ROHR

- Dr. Rohr requested this item be tabled.

MOTION: To table this item until the March 26 meeting

- Rohr moved
- Birdsell second
- Motion carried

15. INFORMATION/ACTION: APPROVAL OF JOINT COMMITTEE: DR. PETER GLUSKER

- This item was tabled at the last Board Meeting pending the MEC revising the Medical Staff Bylaws.
- A decision was made to wait to discuss this topic further until the Medical Staff Bylaws are finished.

MOTION: To table this item

- Glusker moved
- Rohr second
- Roll call

16. INFORMATION/ACTION: REVIEW AND POSSIBLE APPROVAL OF VETERAN AFFAIRS PATIENT-CENTERED COMMUNITY CARE (PC3) PROGRAM: MR. WAYNE ALLEN, CRO

- Mr. Allen has not yet completed this contract.

MOTION: To table this item

- Hogan moved

- Rohr second
- Motion carried

17. ACTION: STATISTICAL/FINANCE REPORT, JANUARY 2015: DR. WILLIAM ROHR

- The Finance Committee recommended the Board have a proposal on going paperless.
- Dr. Rohr gave a power point on Forecasted FY 2015 Financials & trending.

January Consolidated Highlights

- The Net Loss from Operations was \$(85,765) versus a budgeted Net Income of \$35,554.
- Gross patient revenues were \$9,107,810 and were higher than budget by \$622,119 or 7.3%. However, net patient revenues were only 2.7%, or \$110,089 higher than budget at \$4,238,077.
- Total operating expenses were \$4,514,717, exceeding the budget by \$(305,655) or 7.3%.
- The debt service coverage ratio was computed at 2.10 for January 2015 and we are in compliance with the bond covenant ratio requirement of 1.25.
- Operating cash at month-end was \$1,710,538 and the day's cash on hand was 12.9 days.
- The board restricted funds totaled \$4,735,226.

MOTION: To approve the Finance & Statistical Report for January 2015

- Rohr moved
- Birdsell second
- Motion carried

18. INFORMATION: CFO REPORT: MR. STEVE MILLER, INTERIM CFO

- Please refer to #17 "Statistical/Finance Report"

19. ACTION: MEDICAL STAFF REPORT: DR. JOHN KERMEN

- The MEC met for several hours reviewing and revising most of the Medical Staff Bylaws and made much progress. They will meet and finish the Bylaws very soon.

A. Appointments to Medical Staff (Provisional Status)

1. Andrew Freedman, MD –Department of Medicine-Intensivist-Telemedicine
2. Melvin Selinger, MD –Department of Medicine-Intensivist-Telemedicine

MOTION: After careful consideration recommend Appointments to Medical Staff (Provisional Status) for Andrew Freedman, MD: Melvin Selinger, MD

- Bruning moved
- Birdsell second
- Motion carried

B. Appointment to Allied Health Professionals (Provisional Status)

1. Stefan Ripch, ND;CNP Department of Medicine-NCFHC

MOTION: After careful consideration recommend Appointment to Allied Health Professionals (Provisional Status) for Stefan Ripch, ND, CNP

- Birdsell moved
- Rohr second
- Motion carried

C. Locum Tenens Coverage-Temporary Privileges

1. Andrew Freedman, MD- Department of Medicine-Intensivist-Telemedicine (January 23-February 28, 2015)
2. Lisa Johnson, MD- Department of Medicine-Pediatrics (February 1-April 30 2015)
3. Stefan Ripich, ND; CNP- Allied Health Professional (AHP) Department of Medicine-North Coast Family Health Center (February 16, 2015-March 31, 2015)
4. Richard Sacks-Wilner, MD- Department of Medicine-Hospitalist (February 1, 2015-March 31, 2015)
5. Melvin Selinger, MD- Department of Medicine-Intensivist-Telemedicine (January 23-February 28, 2015)
6. Thuyen Tran, MD- Department of Medicine-Radiology (February 15-28, 2015)
7. Lawrence Vierra, DO- Department of Surgery-Orthopedics (February 1, 2015-March 31, 2015)
8. Roger Brecheen, MD- Department of Surgery-OB-GYN (February 1, 2015-March 31, 2015)
9. Khin Aye Ma, MD- Department of Medicine-Endocrinology-NCFHC (EXTENSION: February 1-March 31, 2015)

MOTION: After careful consideration recommend approval of Locum Tenens Coverage for Lisa Johnson, MD: Thuyen Tran, MD: Roger Brecheen, MD: Khin Aye Ma, MD

- Rohr moved
- Birdsell second
- Motion carried

MOTION: After careful consideration recommend approval of Locum Tenens Coverage- Temporary Status for Andrew Freedman, MD: Stefan Ripich, ND, CNP: Richard Sacks-Wilner, MD: Melvin Selinger, MD: Lawrence Vierra, DO:

- Bruning moved
- Rohr second
- Motion carried

D. Completion of Provisional Status to Active Status

1. Robin Serrahn, MD- Department of Medicine-Emergency

MOTION: After careful consideration recommend approval of Completion of Provisional Status to Active Status for Robin Serrahn, MD

- Birdsell moved
- Glusker second
- Motion carried

E. Release from Proctoring: Allied Health Professional of the Medical Staff

1. Kei Velazquez, NP, CNM

This was already approved at the last Board Meeting.

F. Re-Appointments to Medical Staff

1. Sanford Brown, MD- Department of Medicine- Family Practice
2. John Cottle, MD- Department of Medicine- Family Practice
3. James Dolan, MD- Department of Medicine- Family Practice; Emergency Department & Hospitalist
4. John Gallo, MD- Department of Medicine – Family Practice- Hospitalist/NCFHC
5. Wade Gray, MD- Department of Medicine- Family Practice
6. Diane Harris, MD- Department of Medicine- Family Practice- NCFHC
7. Jennifer Kreger, MD- Department of Medicine- Family Practice- NCFHC
8. William Mahon, MD- Department of Medicine- Pediatrics
9. Vicky Solonuik, MD- Department of Medicine- Pediatrics

MOTION: After careful consideration recommend approval of Re-appointments to Medical Staff for Sanford Brown, MD: John Cottle, MD: James Dolan, MD: John Gallo, MD: Wade Gray, MD: Diane Harris, MD: Jennifer Kreger, MD: William Mahon, MD: Vicky Solonuik, MD

- Hogan moved
- Glusker second
- Motion carried

G. Re-Appointments to Allied Health Professionals:

1. Sasha Graham, RNP- Department of Medicine-AHP- NCFHC
2. Sharon Hunter, FNP- Department of Medicine-AHP- NCFHC
3. Marilyn Magoffin, FNP- Department of Medicine-AHP- NCFHC

MOTION: After careful consideration recommend approval of Re-appointments to Allied Health Professionals for Sasha Graham, RNP: Sharon Hunter, FNP: Marilyn Magoffin, FNP

- Bruning moved
- Glusker second
- Motion carried

H. Appointment of V-Rad TeleRadiology Physician

1. Melissa Debayle, MD

MOTION: After careful consideration recommend approval of Appointment of V-Rad TeleRadiology Physicians for Melissa Debayle, MD

- Rohr moved
- Glusker second
- Motion carried

I. Re-appointment of V-Rad TeleRadiology Physician

1. Shwan Kim, MD

MOTION: After careful consideration recommend approval of Re-appointment of V-Rad TeleRadiology Physician for Shwan Kim, MD

- Glusker moved

- Rohr second
 - Motion carried
- 20. PLANNING COMMITTEE REPORT: MR. TOM BIRDSELL**
- The meeting was cancelled due to lack of a quorum.
- 21. CNO REPORT: MS. TERRY MURPHY**
- Refer to the attached report as part of these minutes.
- 22. CEO REPORT: MR. CHAD CHADWICK, INTERIM CEO**
- There was no report.
- 23. ACTION: APPROVAL OF ALYSOUN HUNTLEY FORD FUND DRAW**
- The Alysoun Huntley Ford Fund is a Board designated fund left to the Hospital for purposes of funding some respite for caregivers of patients who are dying at home. Each draw request is for up to \$2,000.00.
- There were no requests.
- 25. ASSOCIATION AND COMMUNITY SERVICE REPORTS: BOARD MEMBERS**
- Dr. Rohr attended meetings of the Fort Bragg Grange and to the Fort Bragg Soroptimist. Dr. Rohr received a donation from the Fort Bragg Soroptimist to start a fund to begin funding for a Cardiologist, the proceeds will go to the Foundation. Both meetings had very insightful two way discussions.
 - Mr. Hogan recently attended a California Hospital Association Rural Symposium. One of the primary topics was forming some type of alliance amongst organizations to enable them to share purchasing etc. Another topic was the triple goal of affordability, accessibility and quality in health care.
- 26. PUBLIC COMMENTS:**
- There were no comments from the public.
- 27. ADJOURN:**
- Open Session adjourned at 8:19 p.m.
- Reconvened Closed Session at 8:25 p.m.
1. Reconvension of Open Session:
 - A. Reporting out on Closed Session
 1. Received a report from the Bankruptcy Attorney.
 2. Received an update on the Stark Law issue.
 3. Approved the February IQM Report
 4. There was no Medical Staff Report
 5. Received an update on contract negotiations
 6. Personnel Session with District Legal Counsel was postponed to a future meeting.
- Meeting adjourned at 9:15 p.m.
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Peter Glusker, MD, Secretary
Board of Directors

Gayl Moon, Secretary to the
Board of Directors

**MENDOCINO COAST HEALTH CARE DISTRICT
BOARD OF DIRECTORS
SPECIAL SESSION
FORT BRAGG, CA
TUESDAY, MARCH 11, 2015**

1. CALL TO ORDER:

CLOSED Session of the Board of Directors of the Mendocino Coast Health Care District convened at 5:00 P.M. at 700 River Drive, Fort Bragg, CA 95437: President Sean Hogan presiding

2. ROLL CALL: Hogan, Bruning, Rohr, Glusker, Birdsell
ABSENT: None

3. COMMENTS FROM THE COMMUNITY

There were no comments from the community.

4. CLOSED SESSION:

A. ***Information/Action:*** Conference with Legal Counsel regarding the status of the pending Bankruptcy of Mendocino Coast District Hospital, Case No. 12-12753, U.S. Bankruptcy Court, Northern District of California, Santa Rosa, CA pursuant to Section 54956.9

B. ***Action:*** Public Employment: To review QHR Contract for Steve Miller, Interim CFO Candidate Government Code Sections 54954.5 and 54957

5. RECONVENTION OF OPEN SESSION:

A. ***INFORMATION/ACTION:*** Conference with Legal Counsel regarding the status of the pending Bankruptcy of Mendocino Coast District Hospital, Case No. 12-12753, U.S. Bankruptcy Court, Northern District of California, Santa Rosa, CA pursuant to Section 54956.9

➤ The Board voted unanimously to exit Bankruptcy by the end of March 2015.

B. ***ACTION:*** Public Employment: To review QHR Contract for Steve Miller, Interim CFO Candidate Government Code Sections 54954.5 and 54957

➤ The Board directed the Interim CEO to extend the QHR Agreement for the Interim CFO Services

1. INFORMATION: DISCUSSION WITH CHAD CHADWICK, INTERIM CEO

Mr. Chadwick, Interim CEO stated his focal goal areas during his interim period. These include:

➤ A Board retreat or gathering to enforce Board teambuilding.

6. COMMENTS FROM THE COMMUNITY

There were no comments from the community.

7. ADJOURN:

The meeting was adjourned at 6:30 p.m.

Mr. Sean Hogan, President
Board of Directors

ATTEST:

Ms. Kitty Bruning, Vice-President
Board of Directors

These minutes constitute a portion of the official record of the Board and are the written record of the proceedings. Documents distributed to the Board of Directors at the meeting are available for public review except legally privileged or confidential documents.

**BOARD OF DIRECTORS MEETING
HOSPITAL REDWOODS ROOM
THURSDAY, MARCH 26, 2015
MINUTES**

The Board of Directors of the Mendocino Coast Health Care District met in CLOSED session at 5:00 pm in the Hospital Redwoods Room, Sean Hogan presiding.

PRESENT: Mr. Hogan, Mr. Birdsell, Ms. Bruning, Dr. Glusker

Mr. Chad Chadwick, Interim Chief Executive Officer

Mr. Steve Miller, Interim Chief Financial Officer

ABSENT: Dr. Rohr

1. CALL TO ORDER:

OPEN Session of the Board of Directors of the Mendocino Coast Health Care District convened at 6:00 p.m. in the Redwoods Room, Mr. Sean Hogan presiding.

2. ROLL CALL:

PRESENT: Mr. Sean Hogan, Mr. Birdsell, Ms. Bruning, Dr. Glusker
Board Members

BOARD MEMBERS ABSENT: Dr. Rohr

ALSO PRESENT:

Mr. Chad Chadwick, Interim Chief Executive Officer

Mr. Steve Miller, Interim Chief Financial Officer

Mr. John Ruprecht, Legal Counsel

3. CLOSED SESSION MATTERS:

The Board of Directors reviewed the following items in closed session:

- A. **INFORMATION/ACTION:** Chapter 9 Bankruptcy Proceedings update
- The Board had a discussion regarding the Chapter 9 Bankruptcy Proceedings and will continue to the discussion with Bankruptcy Counsel after the reconvention of Closed Session after Open Session.
- B. **INFORMATION/ACTION:** March Quality Management and Improvement Council Report
- The Board approved the March Quality Management and Improvement Council Report
- C. **INFORMATION/ACTION:** Medical Staff Credentials and Privileges Report
- There was no Medical Staff Credentials and Privileges Report
- D. **INFORMATION/ACTION:** Contract negotiation update for John Kermen, DO
- The Board approved a two (2) year extension for John Kermen, DO's contract: Ayes 3, Noes 1, Absent 1
- E. **INFORMATION/ACTION:** Permanent CEO Contract
- To be discussed at the reconvention of Closed Session after Open Session.

4. PUBLIC COMMENTS:

- Rich Jung read a letter from Anita West supporting the renewal of Dr. Kermen's Anesthesia Contract.

5. BOARD COMMENTS:

- There were no comments.

6. ACTION: APPROVAL OF CONSENT CALENDAR: MR. SEAN HOGAN, PRESIDENT

- A. Minutes: Regular Session, March 5, 2015
- B. Minutes: Special Session, February 24, 2015
- C. Minutes: Special Session, February 26, 2015 am
- D. Minutes: Special Session, February 26, 2015
- E. Minutes: Special Session, February 27, 2015
- F. Minutes: Special Session, March 2, 2015
- G. Minutes: Special Session, March 11, 2015
- H. Minutes: Ad Hoc Committee December 4, 2014
- I. Policies & Procedures

Policy Titles

- Coroner Notification
- Integrative Medicine Delivery for Inpatients and Payment for Service

MOTION: To approve the Consent Calendar with the removal of 'Integrative Medicine Delivery for Inpatients and Payment for Service" pending detailed review

- Glusker moved
- Birdsell second
- Motion carried

7. INFORMATION/ACTION: APPROVAL OF BOARD MEETING DATE CHANGES FOR NOVEMBER AND DECEMBER 2015: MR. SEAN HOGAN, CHAIR

- The Board discussed moving the November and December Board Meeting dates as they currently both fall on holidays.

MOTION: To have the November Board Meeting on Thursday December 3, 2015

- Birdsell moved
- Bruning second
- Motion carried

MOTION: To have the December Board Meeting on Thursday January 7, 2016

- Bruning moved
- Birdsell second
- Motion carried

8. INFORMATION/ACTION: AUTHORIZATION TO MOVE FORWARD ON PARCEL TAX: MR. TOM BIRDSSELL

- Mr. Birdsell stated the Planning Committee met on October 12 to discuss the Parcel Tax. They met on October 13 to discuss the Strategic Plan Initiatives.

- During the October 12 meeting Mr. Edwards, Mr. Birdsell and Mr. Riemenschneider gave a power point presentation on a Parcel Tax entitled “Community Outreach & Gaining Your Input” which included the Hospital’s Vision, Mission & Values and the needs of the Hospital and the Healthcare community. Also discussed the challenges the Hospital faces going forward. There is a lot of background work to be done right away.
- The committee voted unanimously to make a recommendation to the Board the proposal to proceed expeditiously with all necessary planning to potentially call for a parcel tax election in June of 2016.
- Discussion ensued.

MOTION: Mendocino Healthcare District Board of Directors proceed expeditiously with all necessary planning to potentially call for a parcel tax election in June of 2016

- Birdsell moved
- Glusker second

The average bottom line for all district hospitals in the State of California are at break even for operations, but have about 4% profit margin below the line which means a parcel tax is what is giving them their income on an annual basis. A committee needs to be formed in order to move forward with the analysis.

- Motion carried

9. INFORMATION/ACTION: MENTAL HEALTH WELLNESS GRANT FOR MENDOCINO COUNTY LETTER OF SUPPORT: MR. SEAN HOGAN, PRESIDENT

- Ms. Terry Murphy read a letter from the California Health Facilities Financing Authority regarding the California Health Facilities financing authority grant through the California Investment and Mental Health Act of 2013. The letter supports a localized crisis residential treatment program which would provide an alternative to inpatient psychiatric hospitalization offering a community based home like environment.
- Mendocino County is looking to go to the advocacy to obtain the grant for the county and they would like people who are in the local healthcare industry to make a statement of some kind and offer some type of support for their advocacy.
- Ms. Murphy recommended MCDH offer their advocacy for the establishment of a crisis residential treatment program in Mendocino County and read a letter she composed in support of the program.
- Ms. Murphy asked the Board consider supporting the county in pursuing some funds to help provide community resources for our fragile psychologically down population.
- Mr. Chadwick, Interim CEO will sign the letter of support.

MOTION: To approve the Board embrace and endorse the Mendocino County letter of support for a mental health wellness grant

- Birdsell moved
- Glusker second
- Motion carried

10. ACTION: STATISTICAL/FINANCE REPORT, FEBRUARY 2015: DR. PETER GLUSKER

- The Finance Committee is in the process of revising the method by which the Hospital measures and reports the metrics of how the Hospital is performing. The new metrics are evolving and the committee will have them in April; they come from a national organization that compares Critical Access Hospitals around the country. The committee will also look at the productivity of each of the departments in the Hospital in order to have good measures of their efficiency. The committee selected six (6) departments with which to begin: Pharmacy, DI, Surgery, ER, NCFHC & Lab.

February Consolidated Highlights

- The Net Loss from Operations was \$(224,501) versus a budgeted Net Income of \$40,759.
- Gross patient revenues were \$7,754,869 and were higher than budget by \$326,972 or 4.4%. However, net patient revenues were only 3.0%, or \$110,077 higher than budget at \$3,752,088.
- Total operating expenses were \$4,190,626, exceeding the budget by \$(484,031) or 13.1%.
- The debt service coverage ratio was computed at 1.94 and is in compliance with the bond covenant ratio requirement of 1.25.
- Operating cash at month-end was \$1,710,538 and the day's cash on hand was 12.9 days.
- The board restricted funds totaled \$4,259,709.

MOTION: To approve the Finance & Statistical Report for February 2015

- Glusker moved
- Birdsell second
- Motion carried

11. ACTION: MEDICAL STAFF REPORT: DR. JOHN KERMEN

Dr. Kermen thanked everyone for their support through his recent contract negotiation.

A. Appointments to Medical Staff

1. Roger Brecheen, MD –Department of Surgery-Obstetrics-Gynecology
2. Gary LeKander, MD –Department of Medicine-Intensivist-Telemedicine
3. Khin Ave Ma, MD –Department of Medicine-Endocrinology

MOTION: After careful consideration recommend Appointments to Medical Staff for Roger Brecheen, MD: Gary LeKander, MD: Khin Ave Ma, MD

- Birdsell moved
- Glusker second
- Motion carried

B. Locum Tenens Coverage

1. Sanjay Agarwal, MD -Department of Medicine-Hospitalist (March 1-March 31, 2015)
2. Lawrence Burchette, MD –Department of Medicine-Emergency Department (March 19-April 19, 2015)
3. Jennings Staley, MD –Department of Medicine-Hospitalist (March 13-April 13, 2015)

4. Nicole Weber, MD –Department of Surgery-OB/GYN (March 26-April 26, 2015)

MOTION: After careful consideration recommend Appointment of Locum Tenens Coverage for Sanjay Agarwal, MD: Lawrence Burchette, MD: Jennings Staley, MD: Nicole Weber, MD

- Bruning moved
- Glusker second
- Motion carried

C. Re-Appointment of V-Rad TeleRadiology Physicians

1. Young Song, MD

MOTION: After careful consideration recommend approval of Re-Appointment of V-Rad TeleRadiology Physicians for Young Song, MD

- Bruning moved
- Glusker second
- Motion carried

12. **CNO REPORT: MS. TERRY MURPHY**

- Refer to the attached report as part of these minutes.

13. **CEO REPORT: MR. LIONEL CHADWICK, INTERIM CEO**

- Congratulations to Junice Wilson and the Home Health Staff for an excellent survey.
- There is currently a hiring freeze on at MCDH.
- Mr. Chadwick has asked housekeeping to put their attention to the visibility and presentation of the Hospital.
- Mr. Chadwick stated it has been an honor to have been at MCDH the last few weeks.

14. **PLANNING COMMITTEE REPORT: MR. TOM BIRDELL**

- Mr. Birdsell reported QHR will be at MCDH on Tuesday, March 31 and Wednesday, April 1, 2015 to interview community members, staff and physicians for their opinions regarding the upcoming Strategic Plan. There will be two (2) open sessions, one to take place on Tuesday, March 31 from 6:00 to 8:00 pm and the second will take place on Wednesday, April 1 from 2:00 to 4:00 pm. Both sessions will be open to the public.

15. **ACTION: APPROVAL OF ALYSOUN HUNTLEY FORD FUND DRAW**

The Alysoun Huntley Ford Fund is a Board designated fund left to the Hospital for purposes of funding some respite for caregivers of patients who are dying at home. Each draw request is for up to \$2,000.00.

- There were no requests.

16. **ASSOCIATION AND COMMUNITY SERVICE REPORTS: BOARD MEMBERS**

- There were no reports.

17. **PUBLIC COMMENTS:**

- The VA Agreement is currently being reviewed by a consultant to ensure the deal the Hospital will get from the VA is appropriate and reasonable.

18. ADJOURN:

Open Session adjourned at 7:20 p.m.

Reconvened Closed Session at 7:25 p.m.

1. Reconvocation of Open Session:

A. Reporting out on Closed Session

1. Received a report from counsel regarding the status of the Bankruptcy proceedings
2. The Board discussed terms of the CEO's contract

Meeting adjourned at 8:30 p.m.

Peter Glusker, MD, Secretary
Board of Directors

Gayl Moon, Secretary to the
Board of Directors

**MENDOCINO COAST HEALTH CARE DISTRICT
BOARD OF DIRECTORS
SPECIAL SESSION
FORT BRAGG, CA
TUESDAY APRIL 7, 2015**

1. CALL TO ORDER:

CLOSED Session of the Board of Directors of the Mendocino Coast Health Care District convened at 5:00 p.m. at 700 River Drive, Fort Bragg, CA 95437: President Sean Hogan presiding

2. ROLL CALL: Hogan, Bruning, Rohr, Glusker
ABSENT: Birdsell

3. COMMENTS FROM THE COMMUNITY
There were no comments from the community.

4. CLOSED SESSION:

A. **INFORMATION/ACTION:** Discussion regarding the status of the pending Bankruptcy of Mendocino Coast District Hospital, Case No. 12-12753, U.S. Bankruptcy Court, Northern District of California, Santa Rosa, CA pursuant to Section 54956.9

5. RECONVENTION OF OPEN SESSION:

A. **INFORMATION/ACTION:** Discussion regarding the status of the pending Bankruptcy of Mendocino Coast District Hospital, Case No. 12-12753, U.S. Bankruptcy Court, Northern District of California, Santa Rosa, CA pursuant to Section 54956.9

- The Board discussed resolution of claims in bankruptcy with the bankruptcy representative, Wayne Allen, and District's General Counsel and gave instructions for resolution of claims.

6. COMMENTS FROM THE COMMUNITY
There were no comments from the community.

7. COMMENTS FROM BOARD OF DIRECTORS
There were no comments from the Board of Directors.

8. ADJOURN:

The meeting was adjourned at 6:00 p.m.

Mr. Sean Hogan, President
Board of Directors

ATTEST:

Ms. Kitty Bruning, Vice-President
Board of Directors

These minutes constitute a portion of the official record of the Board and are the written record of the proceedings. Documents distributed to the Board of Directors at the meeting are available for public review except legally privileged or confidential documents.

**BOARD OF DIRECTORS MEETING
HOSPITAL REDWOODS ROOM
THURSDAY, APRIL 23, 2015
MINUTES**

The Board of Directors of the Mendocino Coast Health Care District met in CLOSED session at 5:00 pm in the Hospital Redwoods Room, Sean Hogan presiding.

PRESENT: Mr. Hogan, Mr. Birdsell, Ms. Bruning, Dr. Glusker, Dr. Rohr

Mr. Bob Edwards, Chief Executive Officer
Mr. Steve Miller, Interim Chief Financial Officer

ABSENT: None

1. CALL TO ORDER:

OPEN Session of the Board of Directors of the Mendocino Coast Health Care District convened at 6:00 p.m. in the Redwoods Room, Mr. Sean Hogan presiding.

2. ROLL CALL:

PRESENT: Mr. Sean Hogan, Mr. Birdsell, Ms. Bruning, Dr. Glusker, Dr. Rohr
Board Members

BOARD MEMBERS ABSENT: None

ALSO PRESENT:

Mr. Bob Edwards, Chief Executive Officer
Mr. Steve Miller, Interim Chief Financial Officer
Mr. John Ruprecht, Legal Counsel

➤ Mr. Hogan introduced the new CEO, Mr. Bob Edwards.

MOTION: To add as an emergency agenda item under New Business: To deposit funds in the amount of \$ 237,000 within the next week for an Intergovernmental Transfer (IGT).

- Rohr moved
- Birdsell second
- Roll call
 - Ayes: Birdsell, Hogan, Bruning, Rohr, Glusker
 - Noes: None
 - Abstain: None
 - Absent: None
- Motion carried

3. CLOSED SESSION MATTERS:

The Board of Directors reviewed the following items in closed session:

- A. ***INFORMATION/ACTION:*** 1st Quarter 2015 Quality Management and Improvement Council Report
- The Board unanimously approved the 1st Quarter 2015 Quality Management and

Improvement Council Report. The Board will have a special meeting on May 6 at 5:00 pm in Closed Session to discuss quality matters in some detail.

- B. **INFORMATION/ACTION:** Chapter 9 Bankruptcy Proceedings update
 - The Board received a Chapter 9 Bankruptcy Proceedings update from Mr. Wayne Allen. The Board instructed Mr. Allen and Mr. Edwards on how to resolve a couple of matters.
- C. **INFORMATION/ACTION:** Medical Staff Credentials and Privileges Report
 - Dr. Kermen gave a Medical Staff Credentials and Privileges Report.
- D. **INFORMATION/ACTION:** Board Self Evaluation
 - The Board will complete their annual self-evaluation on line through Association of California Healthcare Districts

4. PUBLIC COMMENTS:

- Marianne McGee, a community member expressed concern regarding the Radiology Department. The Board apologized and thanked her for bringing this to their attention.

5. BOARD COMMENTS:

- Mr. Birdsell stated the Physical Therapy policies that were pulled from the agenda a few months ago pending MEC approval have now been approved by the MEC and need to be put on the May Board agenda.
- Mr. Birdsell stated that at the last Planning Committee a member of the community brought up a question on the seismic upgrades to MCDH that are required whether the building would be retrofitted or built new. OSHPD standards have changed to Level 5, however OSHPD is now saying it might not be necessary to go to the Level 5 building requirement, but instead Level 4d. They have not yet released the Level 4d specifications, but they are reducing their retrofit requirements for hospitals like MCDH. OSHPD has indicated there will be financing plans available to help support hospitals like MCDH.
- Mr. Hogan stated that the Joint Commission conducted a survey of the Laboratory last week, and the surveyor used words like “fabulous”, “outstanding”, “better than most”. Mr. Hogan thanked Emmet O’Connell, Laboratory Manager for doing such an outstanding job.

6. ACTION: APPROVAL OF CONSENT CALENDAR: MR. SEAN HOGAN, PRESIDENT

A. Minutes: Regular Session, March 26, 2016

B. Minutes: Special Session, April 7, 2015

Policy Titles

- Mandatory Flu Vaccination Policy
- Photographing of Patients by Physicians, Staff Members, Patients and/or Visitors in Clinical Settings at Mendocino Coast District Hospital
- Clean room Storage and Stocking of Medications, Supplies and Equipment Procedures
- Environmental Monitoring of the Compounded Sterile Preparation Compounding Area

- Crash Cart Medications
- Annual Influenza Vaccine

MOTION: To approve the Consent Calendar with the removal of ‘Mandatory Flu Vaccination Policy and “Annual Influenza Vaccine”

- Rohr moved
- Glusker second
- Motion carried

7. ACTION: POLICY ON PROCESS TO REVIEW PHYSICIAN CONTRACTS: MR. BOB EDWARDS, CEO

- Mr. Edwards presented a policy that ensures contracts from physicians that are submitted to the Board meet all compliance and regulations required by the government. These contracts will be reviewed by Julie Cass a Stark Law attorneys. Mr. Ruprecht would like Julie Cass to review this policy before it is finalized.

MOTION: To table this issue and also include the retrospective review of the current contracts

- Birdsell moved
- Rohr second
- Motion carried

8. INFORMATION/ACTION: IGT FUNDS TRANSFER: MR. SEAN HOGAN, CHAIR

- This IGT Funds transfer is for the Medi Cal supplemental funds. The amount to be transferred is \$237,000 and the projected gain will be \$216,000.
- Mr. Hogan suggested adding the institution of a policy authorizing the CEO & CFO to participate in IGT transfers without having individual votes each time.

MOTION: To approve the withdrawal of \$237,000 from the LAIF Fund; these funds to be returned to the LAIF Fund upon payment of the Intergovernmental Transfer of the monies we borrowed from the LAIF Fund

- Rohr moved
- Bruning second
- Roll call
 - Ayes: Hogan, Birdsell, Bruning, Glusker, Rohr
 - Noes: None
 - Absent: None
 - Abstain: None
- Motion carried

9. INFORMATION/ACTION: X-RAY MACHINE: MS. TERRY MURPHY

- Ms. Murphy presented two (2) quotes for portable x-ray machines: (1) GE in the amount of \$45,648 (not including state and local taxes or trade in allowance); (2) Shimadzu for \$41,300 (not including state and local taxes or trade in allowances). Both machines include a one (1) year warranty.
- Ms. Murphy recommended Board approval of the Shimadzu machine. The annual cost for the service contract would be approximately \$3,800.00.

- Mr. Miller will ask the Foundation for funds to help pay for this x-ray machine, however if the Foundation is unable to assist the Hospital, the funds will come from the Hospital's operating cash flow.

MOTION: To approve the Shimzdu Portable X-Ray Machine in the amount of \$41,300 plus applicable taxes as well as \$3,800 per year for the service contract

- Birdsell moved
- Rohr second
- Roll call
 - Ayes: Hogan, Birdsell, Bruning, Glusker, Rohr
 - Noes: None
 - Absent: None
 - Abstain: None
- Motion carried

10. ACTION: BANK RESOLUTION 2015-2

- This Resolution Authorizes Investment of Monies in the Local Agency Investment Fund

MOTION: To approve Bank Resolution 2015-2

- Bruning moved
- Birdsell second
- Roll call
 - Ayes: Hogan, Birdsell, Bruning, Glusker, Rohr
 - Noes: None
 - Absent: None
 - Abstain: None
- Motion carried

11. ACTION: BANK RESOLUTION 2015-3

- This Resolution approves Savings Bank of Mendocino Bank Accounts Signature Authority

MOTION: To approve Bank Resolution 2015-3

- Rohr moved
- Glusker second
- Roll call
 - Ayes: Hogan, Birdsell, Bruning, Glusker, Rohr
 - Noes: None
 - Absent: None
 - Abstain: None
- Motion carried

12. ACTION: BANK RESOLUTION 2015-4

- This Resolution approves Bank of America Accounts Signature Authority

MOTION: To approve Bank Resolution 2015-4

- Rohr moved

- Glusker second
- Roll call
 - Ayes: Hogan, Birdsell, Bruning, Glusker, Rohr
 - Noes: None
 - Absent: None
 - Abstain: None
- Motion carried

13. **ACTION: STATISTICAL/FINANCE REPORT, MARCH 2015: DR. BILL ROHR**
March Consolidated Highlights

- An order of the United States Bankruptcy Court confirming the District’s Plan of Adjustment became effective March 31, 2015 and thus, the District has officially “exited” its Chapter 9 Bankruptcy Proceedings.
- The Net Loss from Operations was \$(134,000) due in part to the recognition of certain prior year contractual allowances. Absent these unusual items, the Net Income from Operations would have been \$97.
- The debt service coverage ratio was computed to be 1.73 and remains in compliance with the bond covenant ratio requirement of 1.25, though it continues to trend downward somewhat due to continuing losses from operations.

MOTION: To approve the Finance & Statistical Report for March 2015

- Rohr moved
- Bruning second
- Motion carried

14. **ACTION: MEDICAL STAFF REPORT: DR. JOHN KERMEN**

- Dr. Kermen stated that at the last Medical Staff Meeting Sylvia Burlew, Medical Records and Sarah Brookins, IT Dept. attended the meeting and gave a presentation to help in the effort for the physicians to go paperless with NextGen.
- Dr. Kermen requested Terry Murphy and Dr. Bellah be in attendance at the May 6 Special Board Meeting regarding Quality.
- Dr. Kermen thanked Dr. Kreger, Dr. Bellah, Dr. James, Terry Murphy and Will Lee for all their help in completing the Medical Staff Bylaws.

A. Appointments to Medical Staff

1. Lawrence Burchett, MD –Department of Medicine-Emergency Dept
2. Barbara Killian, MD –Department of Medicine-Emergency

MOTION: After careful consideration recommend Appointments to Medical Staff for Lawrence Burchett, MD: Barbara Killian, MD

- Bruning moved
- Rohr second
- Motion carried

B. Temporary Privileges (Pending Appointment)

1. Lawrence Burchett, MD –Department of Medicine-Emergency Dept
2. Barbara Killian, MD –Department of Medicine-Emergency

MOTION: After careful consideration recommend Appointment of Temporary Privileges (Pending Appointment) for Lawrence Burchett, MD: Barbara Killian, MD

- Bruning second
- Motion carried

C. Re-Appointment to Medical Staff

1. Jeffrey Berenson, MD –Department of Medicine-Internal Medicine
2. Neal Birnbaum, MD –Department of Medicine-Rheumatology
3. Peter Bretan, MD –Department of Surgery-Urology
4. Michael Brown, MD –Department of Medicine-Psychiatry
5. Josef Chemtob, MD –Department of Medicine-Telemedicine
6. John Garratt, MD –Department of Medicine-Psychiatry
7. Benjamin Graham, MD –Department of Medicine-Internal Medicine
8. James Gude, MD –Department of Medicine-Internal Medicine-Hospitalist/Telemedicine
9. Adam Kawalek, MD –Department of Medicine-Telemedicine
10. Jason Kirkman, MD –Department of Medicine-Internal Medicine
11. Richard Lapin, MD –Department of Medicine-Telemedicine
12. James Pretorius, MD –Department of Medicine-Hospitalist
13. John Rochat, MD –Department of Medicine-Internal Medicine-Hematology/Oncology
14. James Swallow, MD –Department of Medicine-Internal Medicine
15. John Wallace, MD –Department of Medicine-Internal Medicine-Hospitalist

MOTION: After careful consideration recommend approval of Re-Appointment to Medical Staff for Jeffrey Berenson, MD: Neal Birnbaum, MD: Peter Bretan, MD: Michael Brown, MD: Josef Chemtob, MD: John Garratt, MD: Benjamin Graham, MD: James Gude, MD: Adam Kawalek, MD: Jason Kirkman, MD: Richard Lapin, MD: James Pretorius, MD: John Rochat, MD: James Swallow, MD: John Wallace, MD

- Rohr moved
- Glusker second
- Motion carried

D. Re-Appointment to Medical Staff

1. Peter Glusker, MD –Department of Medicine-Neurology

MOTION: After careful consideration recommend approval of Re-Appointment to Medical Staff for Peter Glusker, MD

- Rohr moved
- Birdsell second
- Glusker recused himself
- Motion carried

E. RE-Appointment of V-Rad TeleRadiology Physicians

1. Young Song, MD

MOTION: After careful consideration recommend approval of Re-Appointment of V-Rad TeleRadiology Physician

- Birdsell moved
- Bruning second
- Motion carried

15. HOME HEALTH ANNUAL EVALUATION REPORT: MS. JUNICE WILSON

- The Home Health Dept. was established in 1986
- In 2006 it was changed from provider based to free standing
- Services provided by Mendocino Coast District Hospital Home Health
 - Nursing
 - ✓ Twelve Registered Nurses
 - Personal Care/Home Health Aide Services
 - ✓ One Home Health Aide
 - Physical Therapy
 - ✓ Two Physical Therapists
 - Occupational Therapy
 - ✓ One Occupational Therapist
 - Speech Therapy
 - ✓ One Speech Therapist
 - Medical Social Worker
 - ✓ One Medical Social Worker

CNO REPORT: MS. TERRY MURPHY

- Refer to the attached report as part of these minutes.

16. CEO REPORT: MR. BOB EDWARDS, CEO

- Mr. Edwards thanked Dr. Rohr for speaking very openly to the Mendocino Rotary today at their meeting.
- Mr. Edwards does rounding every day.
- Mr. Edwards showed a film on leadership entitled “Where the Hell is Matt”.
- Following are Mr. Edward’s priorities for MCDH:
 - Clinical Quality Company
 - Engaged Employees
 - Patient Experience (top decile)
 - TJC Ready
 - Finances, 3% net operating margin, in 4 months
- Vision to be the best CAH Hospital in California

17. PLANNING COMMITTEE REPORT: MR. TOM BIRDSSELL

- Mr. Birdsell reported QHR came to do a site visit at the Hospital, regarding the Hospital’s Strategic Plan, on March 31 and April 1. Conducted one on one interviews as well as two (2) open sessions.
- QHR hopes to have a draft Strategic Plan ready in late June or July.
- The Planning Committee met last night with consultant Michael Reimenschneider to discuss the Parcel Tax and the timeline.

18. ACTION/INFORMATION: JPA REPORT; MR. TOM BIRDSSELL

- Kitty Bruning offered to join the JPA as the Hospital’s second representative.

MOTION: To elect Kitty Bruning as the other designate on the JPA

- Birdsell moved
- Glusker second
- Motion carriedAn annual JPA meeting will take place on June 1, 2015.

19. ACTION: APPROVAL OF ALYSOUN HUNTLEY FORD FUND DRAW

The Alysoun Huntley Ford Fund is a Board designated fund left to the Hospital for purposes of funding some respite for caregivers of patients who are dying at home. Each draw request is for up to \$2,000.00.

- There were no requests.

20. ASSOCIATION AND COMMUNITY SERVICE REPORTS: BOARD MEMBERS

- There were no requests.

21. PUBLIC COMMENTS:

- There were no public comments.

22. ADJOURN:

Meeting adjourned at 7:35 p.m.

Peter Glusker, MD, Secretary
Board of Directors

Gayl Moon, Secretary to the
Board of Directors

**MENDOCINO COAST HEALTH CARE DISTRICT
BOARD OF DIRECTORS
SPECIAL SESSION
FORT BRAGG, CA
WEDNESDAY MAY 6, 2015**

1. CALL TO ORDER:

CLOSED Session of the Board of Directors of the Mendocino Coast Health Care District convened at 5:00 p.m. at 700 River Drive, Fort Bragg, CA 95437: President Sean Hogan presiding

2. ROLL CALL: Hogan, Bruning, Rohr, Glusker, Birdsell

ABSENT: None

3. COMMENTS FROM THE COMMUNITY

There were no comments from the community.

4. CLOSED SESSION:

A. **INFORMATION/ACTION:** Pursuant to §32155 of the Health and Safety Code Quality Management and Improvement Council Reports

5. RECONVENTION OF OPEN SESSION:

A. **INFORMATION/ACTION:** Quality Management and Improvement Council Report

➤ The Board received Health and Safety Code Quality Management and Improvement Council Reports

MOTION: To form an ad hoc committee to identify quality indicators

- Rohr moved
- Glusker second
- Motion carried

6. COMMENTS FROM THE COMMUNITY

There were no comments from the community.

7. COMMENTS FROM BOARD OF DIRECTORS

There were no comments from the Board of Directors.

8. ADJOURN:

The meeting was adjourned at 7:30 p.m.

Mr. Sean Hogan, President
Board of Directors

ATTEST:

Ms. Kitty Bruning, Vice-President
Board of Directors

These minutes constitute a portion of the official record of the Board and are the written record of the proceedings. Documents distributed to the Board of Directors at the meeting are available for public review except legally privileged or confidential documents.

**MENDOCINO COAST HEALTH CARE DISTRICT
BOARD OF DIRECTORS
SPECIAL SESSION
FORT BRAGG, CA
TUESDAY, MAY 12, 2015**

1. CALL TO ORDER:

CLOSED Session of the Board of Directors of the Mendocino Coast Health Care District convened at 5:00 am at 700 River Drive, Fort Bragg, CA 95437: Vice President Kitty Bruning

2. ROLL CALL: Birdsell, Bruning, Rohr (telephonically), Glusker

ABSENT: Hogan

3. COMMENTS FROM THE COMMUNITY:

There were no comments from the community.

OPEN SESSION:

1. **INFORMATION/ACTION:** Presentation by Rural Physicians Group

- Cindy Johnson, CEO Rural Physicians Group and Dr. Pannu, President and founder of Rural Physicians Group gave a presentation on Rural Physicians Group. Following are some of Rural Physicians Group (RPG) Core Values:
 - ✓ Participate in monthly meetings with facility leadership and participate in internal quality assurance reviews
 - ✓ Attend Medicine Committee Meetings
 - ✓ Ensure patient chart documentation is complete prior to departure
 - ✓ Stay on-site 24/7 during the 7-10 day shifts
 - ✓ Notify nursing and ED staff when out of facility, must return within 25 minutes
 - ✓ Round on patients multiple times each day
 - ✓ Perform/lead didactic and “in the moment” acute care education with nursing
 - ✓ Participate/lead interdisciplinary rounding with ED physicians and nursing staff – both day and evening
 - ✓ Consult with community PCP’s, surgical & Ortho colleagues, community sub-specialists and RPG sub-specialty hospitalists as needed
 - ✓ Achieve or surpass 90th percentile in HCAHPS performance
- Discussion ensued. No actions were taken.

4. COMMENTS FROM THE COMMUNITY:

There were no comments from the community

5. COMMENTS FROM BOARD OF DIRECTORS:

There were no Board comments.

6. COMMENTS FROM THE COMMUNITY

There were no comments from the community.

7. ADJOURN:

The meeting was adjourned at 6:33 pm

Sean Hogan, President
Board of Directors

ATTEST:

Kitty Bruning, Vice-President
Board of Directors

These minutes constitute a portion of the official record of the Board and are the written record of the proceedings. Documents distributed to the Board of Directors at the meeting are available for public review except legally privileged or confidential documents.

**BOARD OF DIRECTORS MEETING
HOSPITAL REDWOODS ROOM
THURSDAY, MAY 28, 2015
MINUTES**

The Board of Directors of the Mendocino Coast Health Care District met in CLOSED session at 5:00 pm in the Hospital Redwoods Room, Sean Hogan presiding.

PRESENT: Mr. Hogan, Mr. Birdsell, Ms. Bruning, Dr. Glusker (telephonically), Dr. Rohr

Mr. Bob Edwards, Chief Executive Officer
Mr. Steve Miller, Interim Chief Financial Officer

ABSENT: None

1. CALL TO ORDER:

OPEN Session of the Board of Directors of the Mendocino Coast Health Care District convened at 6:00 p.m. in the Redwoods Room, Mr. Sean Hogan presiding.

2. ROLL CALL:

PRESENT: Mr. Sean Hogan, Mr. Birdsell, Ms. Bruning, Dr. Glusker (telephonically),
Dr. Rohr
Board Members

BOARD MEMBERS ABSENT: None

ALSO PRESENT:

Mr. Bob Edwards, Chief Executive Officer
Mr. Steve Miller, Interim Chief Financial Officer

3. CLOSED SESSION MATTERS:

The Board of Directors reviewed the following items in closed session:

- A. **INFORMATION/ACTION:** Chapter 9 Bankruptcy Proceedings update
 - The Board received a Chapter 9 Bankruptcy Proceedings update.
- B. **INFORMATION/ACTION:** Medical Staff Credentials and Privileges Report
 - There was no Medical Staff Credentials and Privileges Report.
- C. **INFORMATION/ACTION:** May Quality Management and Improvement Council Report
 - The Board received and approved the May Quality Management and Improvement Council Report.
 - The Board by unanimous vote agreed to terminate the contract with the existing provider of the Hospitalist service at MCDH and directed the CEO to do so; the Board also directed the CEO to find an alternative service and present the Board with a contract.

The Board also discussed the MCDH Primary Care Physician Boilerplate Professional Services Agreement, however due to time constraints they were unable to finish their discussion. This item will be put on the June 3 Special Board Meeting

agenda. The Board was unable to discuss the rest of the Closed Session items and will reconvene Closed Session at the end of Open Session.

D. **INFORMATION/ACTION:** CFO Candidate Review

- No action was taken.

E. **INFORMATION/ACTION:** Obstetrics On Call Contract with Mendocino Coast Clinic

- To be discussed at the reconvention of Closed Session

F. **INFORMATION/ACTION:** Pediatrics On Call Contract with Mendocino Coast Clinic

- To be discussed at the reconvention of Closed Session

G. **INFORMATION/ACTION:** MCDH Primary Care Physician Boilerplate

- This item to be put on the June 3 Special Board Meeting agenda

H. **INFORMATION/ACTION:** MCDH Professional Services Agreement with Summit Pain Alliance, Inc.

- To be discussed at the reconvention of Closed Session

I. **INFORMATION/ACTION:** VA Patient-Centered Community Care (PC3) Program Institution Agreement and Amendment to Institution Agreement

- To be discussed at the reconvention of Closed Session

4. PUBLIC COMMENTS:

- Scott Peterson read from a prepared statement. Refer to the attached statement as part of these minutes.
- Don Buckingham spoke in favor of the Veterans Choice Program.
- Carl Stephens is concerned with MCDH losing money modifying the Veterans Choice contract. Steve Miller, Interim CFO explained the Hospital will be paid 100% under the new contract. MCDH will take co-payments.
- Malcolm Macdonald stated the Hospital's web site is difficult to figure out what is going on at the Hospital. The web site needs to be improved; the agendas for the meetings need to be on the web site inclusive of the supporting documents/attachments, not just the agenda.

5. BOARD COMMENTS:

- There were no Board comments.

6. ACTION: APPROVAL OF CONSENT CALENDAR: MR. SEAN HOGAN, PRESIDENT

A. Minutes: Regular Session, April 23, 2015

B. Minutes: Special Session, May 6, 2015

C. Minutes: Special Session, May 12, 2015

Policy Titles

- Organ and Tissue Donation: Anatomical Donations for Transplant
- Use of Hovermatt

- Managing Risk During Transition to New ISO (International Organization for Standardization) Tubing Connector Standards
- Smoke Free Campus Policy
- Phonophoresis
- Therapeutic Ultrasound
- Iontophoresis
- Annual Influenza Vaccine
- Outpatient Referrals: Medical Record Requirements
- Mandatory Flu Vaccination Policy

MOTION: To approve the Consent Calendar with the removal of ‘Mandatory Flu Vaccination Policy and “Annual Influenza Vaccine”

- Rohr moved
- Birdsell second
- Motion carried

7. INFORMATION/ACTION: BOARD EDUCATION: MR. WILLIAM LEE, MEDICAL STAFF MANAGER

- Mr. Lee reported in the interest of improved communication and collaboration between the organized Medical Staff, the Board of Directors and Hospital Administration, MCDH has reconvened the “Joint Conference Committee”. This committee is comprised of the Mr. Sean Hogan, BOD Chair; Ms. Kitty Bruning, BOD Vice Chair; Dr. John Kermen, Chief of Staff; Dr. Jack Bellah, Vice Chief of Staff; Mr. Bob Edwards, CEO and Ms. Terry Murphy, Chief of Patient Care Services; Mr. William Lee is the recorder.
- The purpose responsibility and authority of this committee serves as a focal point for furthering and understanding of the roles, relationships and responsibilities of the Board of Directors, Administration and the Medical Staff. It may also serve as a forum for discussion for any Hospital and Medical Staff matters regarding the provision of quality for inpatient care and is an advisory committee only.
- The Joint Conference Committee met on May 18 and will meet every other month.
- The committee agreed that an educational presentation by the Hospital’s Medical Staff Legal Counsel would be beneficial to the MCDH Board’s newest directors as well as for the MEC with some of the following topics to be addressed:
 - Accreditation and Regulatory Governing Authorities for the Board
 - Joint Commission accreditation standards which cover the leadership chapter and the Medical Staff standards
 - Medicare Conditions of Participation for the Governing Body and the Medical Staff
 - Board to act as a body and not as individual members
 - Boards relationship with the Medical Staff
 - Effective compliance program
 - Quality of Care and Patient Safety

8. ACTION: PACIFIC COMPANIES CONTRACT: MS. ILONA HORTON, PRACTICE ADMINISTRATOR

- Ms. Horton stated the Pacific Companies Contract is to search for:
 - ✓ One Orthopedic Surgeon
 - ✓ One Pediatrician
- The total fees for recruitment would not exceed \$24,000.
- The professional fee would be \$2,000 per month with a cap of \$9,000.
- The completion fee when a physician is found and a written agreement is executed, then the remaining \$15,000 will be paid

MOTION: To approve the Pacific Companies Contract

- Rohr moved
- Birdsell second
- Roll call
 - Ayes: Hogan, Birdsell, Bruning, Glusker, Rohr
 - Noes: None
 - Absent: None
 - Abstain: None
- Motion carried

9. INFORMATION/ACTION: INTERGOVERNMENTAL AGREEMENTS: MR. STEVE MILLER, INTERIM CFO

- The process involves the use of intergovernmental Transfers (IGT) whereby MCDH will transfer funds to the State of California; the State of California will use those funds to get a federal match and the Hospital will get those funds back plus the federal match minus 20% which is withheld by the State of California.
- These are the same agreements that have been in place for the last year, but have been updated with new dollar amounts.
- These agreements are negotiated between the state and the federal government.
- In this agreement the Hospital will transfer \$459,148 to the state; the state will take an administrative fee from that amount. The Hospital will get the \$459,148 contribution back plus an additional approximate \$354,000.

MOTION: To authorize the CEO to enter into three (3) separate agreements that will all pertain to this Intergovernmental Transfer Program and additionally the Board authorize the Hospital to use the LAIF Funds to fund this Intergovernmental Transfer in the amount of \$459,148, said monies to be redeposited back into the LAIF Fund upon the receipt from the state of the Intergovernmental Transfer monies and the balance of those funds to be deposited into the Hospital's Operating Account

- Rohr moved
- Bruning second
- Roll call
 - Ayes: Hogan, Birdsell, Bruning, Glusker, Rohr
 - Noes: None
 - Absent: None
 - Abstain: None
- Motion carried

10. ACTION: APPROVAL OF PLANNING COMMITTEE MEMBERS: MR. TOM

BIRDSSELL

- It is the recommendation of both the Planning Committee and Finance Committee that Finance Committee members Kirk O'Day and Kaye Handley also become members of the Planning Committee.

MOTION: To approve Kirk O'Day and Kaye Handley as members of the Planning Committee

- Birdsell moved
- Rohr second
- Motion carried

12. INFORMATION: OP CARDIOLOGIST RECRUITMENT: MR. WILLIAM LEE, MEDICAL STAFF MANAGER

- Mr. Lee recently spoke to a N. California Board Certified Cardiologist with twenty (20) years experience who is willing to work out of NCFHC one (1) to two (2) days per week. This would be very beneficial to the Hospital's patients. Will Lee and Ilona Horton will continue speaking to this physician.

13. ACTION/INFORMATION: PETRA PRESENTATION: MR. LEROY KING

- LeRoy King presented the Hospital's project management report:
 - 1. Antenna Replacement Project**
 - ✓ Existing antenna deteriorated to the extent that servicing the antenna poses a safety hazard. Scope of project is to replace the existing antenna.
 - 2. OR 1&2 HVAC-U-Citation**
 - ✓ Facility replaced an existing, failed condensing unit without OSHPD approval. Scope is to bring the current installation into OSHPD compliance.
 - 3. Central Sterile – CMS Violation Corrections**
 - ✓ CMS Survey resulted in a violation for the existing conditions within Sterile Processing. Specifically, clean and dirty areas in SPD are not appropriately separated. Referenced code requires maintaining pressure differentials and air-changes. Maintaining these pressure relationships requires some form of separation between the Clean and Dirty side of SPD. Currently, the facility has installed a temporary wall constructed of wood studs and Visqueen. In the dirty side of SPD, there is no HVAC supply or return registers serving the area. A temporary cooling unit is stationed in this room. All conditions are non-compliant.
 - 4. Pharmacy – Phase 1**
 - ✓ OSHPD Certificate of Occupancy for Pharmacy Phase 1 was issued on December 12, 2014. Currently the Pharmacy is approved for occupancy by all agencies, but compliance issues remain concerning how products can enter and exit the compounding area and policies regarding Pharmacist presence.
 - 5. Pharmacy – Phase 2**
 - ✓ To return the existing patient rooms for their current state as a Temporary Pharmacy back to patient rooms. Replacement of defective exhaust fan. Repair of collapsed under-floor waste piping. Installation of fume hood in new Pharmacy location.
 - 6. Nurse Call Upgrade**

- ✓ Replacing and upgrading the existing nurse call system throughout the facility. OSHPD rejected the notion of only upgrading the system at licensed beds and required that upgrade to also take place at currently suspended beds as well. This resulted in a change order to Westcon's proposal to the facility. Westcon made a presentation to the facility January 2015 and subsequent walk-through meetings with department heads. This presentation resulted in further change order pricing to project. To date, original proposal, CO adding suspended beds and additional scope resulting from latest meeting has not been approved by the facility. Rough-in is complete. ACD to relocate power supply has been submitted and approved by OSHPD on March 24th. Currently project is on hold until PO's are issued for original contract and pending change orders. Petra's analysis of the approved budget has defined shortfalls. This overall budget must be increased based on these shortfalls. Those shortfalls are identified in our budget analysis submitted to WE on October 14, 2014. This project is under funded by \$100,000 to \$150,000.
- 7. **ATS Temporary**
 - ✓ Installation of temp ATS in place of failed ATS. Generation of CAN @-108 complaint OSHPD documents for submission and review. Coordination of temporary ATS OSHPD compliance. Installations will be maintained until such time they can be removed once the permanent ATS has been installed.
- 8. **ATS Permanent Replacement**
 - ✓ To replace temporary ATS with permanent OSHPD approved replacement. Coordinate evaluation of entire facility electrical system to determine extent of scope. Coordinate generation of design documents for OSHPD submittal. Coordinate construction activities as required. Coordinate removal of temp ATS once permanent installation is complete. Proposals for power survey have been submitted to facility. Project is pending the approval of the proposal.
- 9. **Evaluation for the SOC State of Condition**
 - ✓ Doing the SOC's and the PFI's (Plans of Improvement) are important for when Joint Commission comes to survey. If these issues were listed with a way to repair them, this would essentially give MCDH the "get out of jail free card".
 - Discussion ensued. LeRoy King stated:
 - the electrical survey will cost approximately \$36,500
 - the automatic permanent transfer design is about \$24,000
 - CSS for the full design portion is about \$89,000
 - Design for the OR is about \$52,000
 - The is about \$15,000 to establish a new SOC
 - Pharmacy Project approximately \$100,000 to \$150,000 to finish
 - LeRoy stated the electrical survey is needed to develop the designs

MOTION: To approve the electrical survey, the amount not to exceed \$40,000

- Rohr moved
- Birdsell second

- Roll call
 - Ayes: Hogan, Birdsell, Bruning, Glusker, Rohr
 - Noes: None
 - Absent: None
 - Abstain: None
- Motion carried

14. ACTION: STATISTICAL/FINANCE REPORT, APRIL 2015: DR. WILLIAM ROHR

➤ (NOTE: all dollar values herein are expressed in whole thousands unless otherwise noted)

April Consolidated Highlights

- The Net Loss from Operations was \$(141) due principally to higher than budgeted expenses.
- The debt service coverage ratio was computed to be 1.57 and remains in compliance with the bond covenant ratio requirement of 1.25, though it continues to trend downward somewhat due to continuing losses from operations.
- Discussions with the MCHCD independent auditors relative to accounting for the bankruptcy are still ongoing and as such, not all entries associated with the bankruptcy have been recorded. It is expected that such remaining entries will be recorded in May 2015.
- The 340B Program is generating a tremendous amount of cash and Dr. Rohr thanked everyone involved with making this happen.
- The Hospital's pension liability which was due June 30, 2015 is now fully funded.

MOTION: To approve the Finance & Statistical Report for April 2015

- Rohr moved
- Birdsell second
- Motion carried

15. ACTION: MEDICAL STAFF REPORT: DR. JOHN KERMEN

A. Appointments to Allied Professionals

1. Diane Garcia, PA-C-Department of Medicine-AHP-NCFHC

MOTION: After careful consideration recommend Appointment to Allied Professionals for Diana Garcia, PA

- Birdsell moved
- Rohr second
- Motion carried

B. Temporary Privileges (Pending Appointment)

1. Diana Garcia, PA-C-Department of Medicine-AHP-NCFHC

MOTION: After careful consideration recommend Appointment of Temporary Privileges (Pending Appointment) for Diana Garcia, PA-C

- Rohr moved
- Birdsell second
- Motion carried

C. Locum Tenens Coverage

1. Jennings Staley, MD-Department of Medicine-Hospitalist

MOTION: After careful consideration recommend approval of Locum Tenens Coverage for Jennings Staley, MD

- Bruning moved
- Birdsell second
- Motion carried

D. Locum Tenens Coverage

Lisa Johnson, MD-Department of Medicine-Pediatrics

MOTION: After careful consideration recommend approval of Locum Tenens Coverage for Lisa Johnson, MD

- Bruning moved
- Rohr second
- Motion carried

D. Locum Tenens Coverage

1. Thuyen Tran, MD-Department of Medicine-Radiology

MOTION: After careful consideration recommend approval of Locum Tenens Coverage for Thuyen Tran, MD

- Bruning moved
- Rohr second
- Motion carried

16. CNO REPORT: MS. TERRY MURPHY

- Refer to the attached report as part of these minutes.

17. CEO REPORT: MR. BOB EDWARDS, CEO

- Mr. Edwards is now a member of the Fort Bragg Rotary. He will speak at the Rotary on June 3rd and will be on the radio June 9th.
- Mr. Edwards hosted three (3) Town Hall meetings with staff on Wednesday, May 20th. He presented his top 10 list, which is as follows:
 10. The definition of insanity
 9. Be more agile
 8. Patient survey scores need to rise
 7. Congratulated the Lab on their recent survey
 6. Position recruitment such as CFO and HR Director
 5. Need to improve the Hospital's reputation
 4. Strategic Plan
 3. Developed some new employee behavior standards (1) bring your good ideas (2) empowered to act (3) poor performance will be addressed
 2. Permanent CEO
 1. Pot luck

18. PLANNING COMMITTEE REPORT: MR. TOM BIRDSSELL

- QHR hopes to have a draft Strategic Plan ready the 3rd week of June; the 4th

week of June will be a Strategic Planning Retreat starting in Friday, June 26 and Saturday, June 27. Invitations with the location and times will be sent out soon.

- Tom Birdsell stated that Michael Reimenschneider put together a table of parcel taxes in healthcare districts in Northern California; following are the results:
 - Of the nine (9) parcel taxes that were approved, only one of those parcel tax measures took place in November.
 - June 2006 the Cloverdale Healthcare District passed a parcel tax for \$36.00.
 - April 2012 the Coast Life Support District (an ambulance service for both Mendocino & Sonoma Counties) passed a \$44.00 units of service for houses and \$18.00 for hotels units of service with an approval rate of 76%.
 - August 2010 the Last Frontier Healthcare District in Modock County passed a parcel tax for \$195.00 with a 68% approval rate.
 - June 2006 Surprise Valley Healthcare District also in Modock County went for a \$225.00 parcel tax for four (4) years, and then renewed it in June 2010 with 72% approval rate.
 - Sonoma Valley Hospital does parcel taxes every five (5) years. Started in March 2002 for \$130.00 for five (5) years with 84% approval rate; March 2007's parcel tax was for \$195.00 for five (5) years with 74% approval rate, then March 2012 they had a continuation of the \$195.00 with 73% approval rate.
 - Garberville started with a \$25.00 parcel tax before they became a critical access hospital; the hospital district was formed in 2002 at which time the asked for a \$100 parcel tax equaling approximately \$600,000 per year.
 - 2001 Healdsburg incorporated their district and went for an \$85.00 parcel tax. In 2004 they went for a \$150.00 parcel tax which raises approximately \$3.4 million per year.
 - Sonoma raised \$2.9 million per year. Sonoma also has a number of general obligation bonds that equal \$35 million to help seismic upgrades/a new hospital. They have leveraged these with some grant opportunities for energy efficiencies.
 - Sebastopol is still collecting \$50.00 per parcel. In 2004 went with a \$150.00 parcel tax.
 - Tom stated that once the Strategic Plan is defined, then it will be time to proceed with the parcel tax.

Discussion ensued.

19. ACTION/INFORMATION: JPA REPORT; MR. TOM BIRDELL

- There will be a conference for all JPA members in Healdsburg on June 19.

20. INFORMATION: JOINT CONFERENCE COMMITTEE: MS. KITTY BRUNING

- This item was reported on earlier in the meeting under Board Education.

21. ACTION: APPROVAL OF ALYSOUN HUNTLEY FORD FUND DRAW

The Alysoun Huntley Ford Fund is a Board designated fund left to the Hospital for purposes of funding some respite for caregivers of patients who are dying at home. Each draw request is for up to \$2,000.00.

- There were no requests.

21. ASSOCIATION AND COMMUNITY SERVICE REPORTS: BOARD MEMBERS

- There were no reports.

22. PUBLIC COMMENTS:

- There were no public comments.

23. ADJOURN:

Open Session adjourned at 7:51 p.m.

Reconvened Closed Session at 8:00 pm

1. Reconvension of Open Session.

A. Reporting out on Closed Session

1. Obstetrics On Call Contract with Mendocino Coast Clinic

- This item was approved by the Board

2. Pediatrics On Call Contract with Mendocino Coast Clinic

- This item was approved by the Board

3. MCDH Primary Care Physician Boilerplate

- This item will be put on the June 3 Special Board Meeting agenda

4. MCDH Professional Services Agreement with Summit Pain Alliance, Inc.

- This item was tabled

5. VA Patient-Centered Community Care (PC3) Program Institution Agreement and Amendment to Institution Agreement

- This item was approved by the Board

Meeting adjourned at 8:20 p.m.

Peter Glusker, MD, Secretary
Board of Directors

Gayl Moon, Secretary to the
Board of Directors

**MENDOCINO COAST HEALTH CARE DISTRICT
BOARD OF DIRECTORS
SPECIAL SESSION
FORT BRAGG, CA
WEDNESDAY, JUNE 3, 2015**

1. CALL TO ORDER:

CLOSED Session of the Board of Directors of the Mendocino Coast Health Care District convened at 5:00 P.M. at 700 River Drive, Fort Bragg, CA 95437: President Sean Hogan presiding

2. ROLL CALL: Hogan, Rohr, Glusker, Birdsell
ABSENT: Bruning

3. COMMENTS FROM THE COMMUNITY

There were no comments from the community.

4. CLOSED SESSION:

A. **Information/Action:** Pursuant to §54957.6 of the Government Code: Labor Relations Negotiations

5. RECONVENTION OF OPEN SESSION:

A. **INFORMATION/ACTION:** Pursuant to §54957.6 of the Government Code: Labor Relations Negotiations

- The Board gave management instructions regarding expectations on Labor Negotiations

1. INFORMATION/ACTION: BOARD COMMUNICATION WITH STAFF: MS. KITTY BRUNING

- Mr. Hogan stated in Ms. Bruning's absence that her feeling is that most of the MCDH staff does not know what the Board does or even what they deal with, and that the communication doesn't get from the Administration, to the managers and then to the employees. She would like to see the communication improved. Discussed possibly having an article in the Employee Newsletter.
- Mr. Edwards stated that he did report on the May 28 Board meeting at the Managers Meeting last week. He reported on each agenda item, and then asked the managers to share this information with staff at their staff meetings.
- Discussed the Employee Newsletter. A decision was made to not include any medical articles in the Employee Newsletter going forward.
- Discussed possibly having a guest manager at each Board Meeting.

2. ACTION: POLICIES

- Competency Assessment of Testing Personnel
- Criteria for Review of Transcribed Laboratory Test Results
- Elective Cardioversion-Synchronized

MOTION: To approve the above policies

- Rohr moved
- Glusker second
- Motion carried

6. COMMENTS FROM THE COMMUNITY

There were no comments from the community.

7. ADJOURN:

The meeting was adjourned at 5:45 p.m.

Mr. Sean Hogan, President
Board of Directors

ATTEST:

Ms. Kitty Bruning, Vice-President
Board of Directors

These minutes constitute a portion of the official record of the Board and are the written record of the proceedings. Documents distributed to the Board of Directors at the meeting are available for public review except legally privileged or confidential documents.

**BOARD OF DIRECTORS MEETING
HOSPITAL REDWOODS ROOM
THURSDAY, JUNE 25, 2015
MINUTES**

The Board of Directors of the Mendocino Coast Health Care District met in CLOSED session at 5:00 pm in the Hospital Redwoods Room, Sean Hogan presiding.

PRESENT: Mr. Hogan, Mr. Birdsell, Ms. Bruning, Dr. Glusker, Dr. Rohr

Mr. Bob Edwards, Chief Executive Officer
Mr. Steve Miller, Interim Chief Financial Officer

ABSENT: None

1. CALL TO ORDER:

OPEN Session of the Board of Directors of the Mendocino Coast Health Care District convened at 6:05 p.m. in the Redwoods Room, Mr. Sean Hogan presiding.

2. ROLL CALL:

PRESENT: Mr. Sean Hogan, Mr. Birdsell, Ms. Bruning, Dr. Glusker, Dr. Rohr
Board Members

BOARD MEMBERS ABSENT: None

ALSO PRESENT:

Mr. Bob Edwards, Chief Executive Officer
Mr. Steve Miller, Interim Chief Financial Officer
Mr. John Ruprecht, Legal Counsel

3. CLOSED SESSION MATTERS:

The Board of Directors reviewed the following items in closed session:

- A. **INFORMATION/ACTION:** Chapter 9 Bankruptcy Proceedings update
 - The Board received a Chapter 9 Bankruptcy Proceedings update.
- B. **INFORMATION/ACTION:** Medical Staff Credentials and Privileges Report
 - There was no Medical Staff Credentials and Privileges Report.
- C. **INFORMATION/ACTION:** June Quality Management and Improvement Council Report
 - The Board received and approved the June Quality Management and Improvement Council Report.
- D. **INFORMATION/ACTION:** Labor Relations Negotiations
 - MCDH is currently in negotiations with the union.
- E. **INFORMATION/ACTION:** Professional Services contract extension for Dr. Jack Bellah.
 - This contract was extended for two (2) months.
- F. **INFORMATION/ACTION:** Call Coverage contract extension for Dr. Linda

James.

- This contract was extended for two (2) months.

G. **INFORMATION/ACTION:** Professional Services contract extension for Dr. Linda James

- This contract was extended for two (2) months.

H. **INFORMATION/ACTION:** Professional Services contract extension for Dr. Douglas Lister

- This contract was extended for two (2) months.

I. **INFORMATION/ACTION:** Contract extension with Quorum Health Resources for Interim CFO.

- This item was tabled until the Board reconvenes Closed Session after Open Session.

J. **INFORMATION/ACTION:** Report involving Hospital Trade Secrets.

- This item was tabled until the Board reconvenes Closed Session after Open Session.

K. **INFORMATION/ACTION:** Review and approve Summit Pain Alliance, Inc. contract.

- Due to time constraints this topic was tabled until Board could reconvene on Monday, June 29, 2015.

4. PUBLIC COMMENTS:

- There were no public comments.

5. BOARD COMMENTS:

- Sean Hogan, Bob Edwards and Kitty Bruning will ride in a convertible in the Mendocino 4th of July Parade.

6. ACTION: APPROVAL OF CONSENT CALENDAR: MR. SEAN HOGAN, PRESIDENT

A. Minutes: Regular Session May 28, 2015

B. Minutes: Special Session, June 3, 2015

MOTION: To approve the Consent Calendar

- Birdsell moved
- Bruning second
- Motion carried

7. INFORMATION/ACTION: PRESENTATION BY JASON POPE, MD, SUMMIT PAIN ALLIANCE, INC.

- Dr. Jason Pope gave a presentation on Summit Pain Alliance, Inc.

8. ACTION: SUMMIT PAIN ALLIANCE CONTRACT: MS. ILONA HORTON

- Ms. Horton presented the Summit Pain Alliance Contract. Dr. Pope would begin by coming to NCFHC two (2) to three (3) days per week.
- Mr. Hogan stated the business aspect of this contract to be discussed in Closed Session after the adjournment of Open Session. Therefore the Board will be

unable to vote on this contract until it has been discussed in Closed Session.

- Discussion ensued.

9. ACTION: RURAL PHYSICIAN GROUP CONTRACT: Mr. BOB EDWARDS, CEO

- Mr. Edwards presented the Rural Physicians Group Contract which would cover the Hospital's hospitalist needs. Following are some of Rural Physicians Group (RPG) Core Values:
 - Participate in monthly meetings with facility leadership and participate in internal quality assurance reviews
 - Attend Medicine Committee Meetings
 - Ensure patient chart documentation is complete prior to departure
 - Stay on-site 24/7 during the 7-10 day shifts
 - Notify nursing and ED staff when out of facility, must return within 25 minutes
 - Round on patients multiple times each day
 - Perform/lead didactic and "in the moment" acute care education with nursing
 - Participate/lead interdisciplinary rounding with ED physicians and nursing staff – both day and evening
 - Consult with community PCP's, surgical & Ortho colleagues, community sub-specialists and RPG sub-specialty hospitalists as needed
 - Achieve or surpass 90th percentile in HCAHPS performance
- Discussion ensued.

MOTION: To approve the Rural Physician Group Contract

- Rohr moved
- Bruning second
- Roll call
 - Ayes: Hogan, Birdsell, Bruning, Glusker, Rohr
 - Noes: None
 - Absent: None
 - Abstain: None
- Motion carried

10. INFORMATION/ACTION: RENEWAL OF PROFESSIONAL LIABILITY INSURANCE COVERAGE: MR. STEVE MILLER, INTERIM CFO

- Mr. Miller presented the Professional Liability Insurance Coverage renewal from Beta Insurance which includes D&O and Auto. The renewal begins July 1, 2015. D&O coverage was not added to the agenda.

MOTION: To add D&O Insurance to the agenda as an emergency item

- Glusker moved
- Birdsell second
- Roll call
 - Ayes: Hogan, Birdsell, Bruning, Rohr, Glusker
 - Noes: None
 - Absent: None

- Abstain: None
- Motion carried
- **MOTION:** To approve the renewal of Professional Liability Insurance Coverage through Beta Insurance effective July 1, 2015
- Birdsell moved
- Bruning second
- Roll call
 - Ayes: Hogan, Birdsell, Bruning, Glusker, Rohr
 - Noes: None
 - Absent: None
 - Abstain: None
- Motion carried

11. INFORMATION/ACTION: RENEWAL OF PROPERTY INSURANCE COVERAGE: MR. STEVE MILLER, INTERIM CFO

- Mr. Miller stated the Hospital's Property Insurance coverage is with Alliant Insurance. The new premium will be \$169,452.10 effective July 1, 2015.

MOTION: To approve the renewal of Property Insurance Coverage with Alliant Insurance effective July 1, 2015 for a total cost of \$169,452.10

- Rohr moved
- Birdsell second
- Roll call
 - Ayes: Hogan, Birdsell, Bruning, Glusker, Rohr
 - Noes: None
 - Absent: None
 - Abstain: None
- Motion carried

12. INFORMATION/ACTION: RENEWAL OF WORKERS COMPENSATION INSURANCE: MS. JOANNE ABREU

- The estimated amount for Workers Compensation Insurance with Alpha Fund is \$966,682 effective July 1, 2015.

MOTION: To approve renewal of the Workers Compensation Insurance with Alpha Fund in the amount of \$966,682 effective July 1, 2015

- Bruning moved
- Birdsell second
- Roll call
 - Ayes: Hogan, Birdsell, Bruning, Rohr, Glusker
 - Noes: None
 - Absent: None
 - Abstain: None
- Motion carried

MOTION: To approve expenditure of \$35,928 for the Beta Healthcare D&O Policy

- Rohr moved
- Birdsell second

- Roll call
 - Ayes: Hogan, Birdsell, Bruning, Rohr, Glusker
 - Noes: None
 - Absent: None
 - Abstain: None
- Motion carried

13. ACTION/INFORMATION: MCDH PRIMARY CARE PHYSICIAN BOILERPLATE CONTRACT: MS. ILONA HORTON

- This would enable streamlining of the NCFHC physicians contracts.
- This would help speed up the physician recruitment process as it would allow the CEO to execute the agreement without having to bring that agreement back to the Board so long as the agreement stays within the parameters of the boilerplate contract compensation schedule.
- This contract was drafted by Ober Kayler and reviewed by Mr. Ruprecht.
- The process would be as follows:
 - Once the physician has agreed to the template, the credentialing process will begin immediately. It will then be presented to the MEC and to the Board prior to the contract being signed by the physician.
 - For existing physicians. Once the physician agrees to the template and if the dollar amount does not exceed the range approved by the Board, then the physician and CEO can sign the contract.
- Discussion ensued.

MOTION: To approve the MCDH Primary Care Physician Boilerplate Contract

- Birdsell moved
- Bruning second
- Roll call
 - Ayes: Hogan, Birdsell, Bruning, Glusker, Rohr
 - Noes: None
 - Absent: None
 - Abstain: None
- Motion carried

14. ACTION/INFORMATION: RESOLUTION 2015-5 AUTHORIZING THE EXECUTIVE SECRETARY OF THE CEO AND THE DISTRICT TO ATTEND CLOSED SESSION MEETINGS OF THE BOARD OF DIRECTORS: MR. JOHN RUPRECHT

- This resolution would authorize Gayl Moon to attend Closed Sessions of the Board and to take minutes. The minutes will not be detailed, but will keep a record of motions made, votes taken, etc.
- These minutes will not be available to the public, except upon court order. This type of resolution is authorized by the Brown Act.

MOTION: To approve Resolution 2015-5

- Rohr moved
- Bruning second
- Roll call
 - Ayes: Hogan, Birdsell, Bruning, Rohr, Glusker

- Noes: None
- Absent: None
- Abstain: None
- Motion carried

15. ACTION/INFORMATION: REVIEW AND APPROVAL OF MENDOCINO COMMUNITY NETWORKS CONTRACT FOR INCREASING INTERNET BANDWIDTH: MR. STEVE MILLER, INTERIM CFO

- Mr. Miller deferred to Mr. Fox to make the presentation.
- This contract would quadruple the Hospital's bandwidth for internet access for approximately the monthly cost.
- Mr. Ruprecht does not agree with the indemnification and liability paragraph in this agreement which would make the district liable for any event. Mr. Rupecht suggested that if Program Beta's underwriting department will approve this, then Mr. Ruprecht would be fine with that. Mr. Hogan also had issues with this contract.
- Discussion ensued.

MOTION: To approve the Mendocino Community Networks Contract with the proviso that Program Beta satisfactorily answers the indemnity question which Mr. Ruprecht would like answered

- Glusker moved
- Bruning second
- Roll call
 - Ayes: Bruning, Glusker
 - Noes: Hogan, Birdsell, Rohr
 - Absent: None
 - Abstain: None
- Motion did not pass

Mr. Hogan called for another roll call:

- Ayes: Bruning, Glusker
- Noes: Hogan, Birdsell, Rohr
- Absent: None
- Abstain: None
- Motion did not pass

MOTION: To approve the Mendocino Community Networks Contract

- Birdsell moved
- Bruning second
- Roll call
 - Ayes: Birdsell, Bruning, Glusker
 - Noes: Hogan, Rohr
 - Absent: None
 - Abstain: None
- Motion carried

16. ACTION/INFORMATION: BOARD TO DISCUSS MEETING TWICE MONTHLY:

MR. SEAN HOGAN, PRESIDENT

- Mr. Hogan recommended having two (2) Board meetings per month for approximately the next six (6) months. One to deal with contracts and non recurring items. The second Board meeting would deal with reports and recurring items.
- Discussion ensued.

MOTION: To approve the Board take a trial of meeting the second and the fourth Thursday of the month for the next six (6) months

- Rohr moved
- Glusker second
- After further discussion, Dr. Rohr amended his motion to the third and fourth Thursdays of each month.
- Ayes: Hogan, Bruning, Rohr, Glusker
- Noes: Birdsell
- Motion carried

17. ACTION/INFORMATION: BOARD SELF ASSESSMENT REPORT: MR. SEAN HOGAN, PRESIDENT

- The Board completed their annual self assessment.

18. INFORMATION: OP CARDIOLOGIST RECRUITMENT: MR. WILLIAM LEE, MEDICAL STAFF MANAGER

- Negotiations with a cardiologist coming to NCFHC one (1) to two (2) days per week are on-going.

19. INFORMATION: BOARD IN-SERVICE UPDATE: MR. WILL LEE

- The Medical Staff legal counsel will give a presentation to the Board and Medical Executive Committee on governance.

20. ACTION: STATISTICAL/FINANCE REPORT, DR. BILL ROHR

- The Net Loss from Operations was \$(283,855) due principally to net patient revenue 6.8% less than budgeted compounded by operating expenses 2.2% over budget.
- The debt service coverage ratio was computed to be 1.61 and remains in compliance with the bond covenant ratio requirement of 1.25, though it continues to trend downward somewhat due to continuing losses from operations.
- All entries associated with the bankruptcy have been prepared, but not recorded, with the exception of the entry to record the settlement of AP claims in excess of \$5,000. That entry is pending the determination of specific claim amounts pursuant to the Plan of Adjustment, which process must be completed by the end of June 2015. Given the material effect of this particular entry, it was agreed to record the bankruptcy entries in June 2015.

MOTION: To approve the Finance & Statistical Report of May 2015

- Glusker moved
- Bruning second
- Motion carried

21. **ACTION: REVIEW AND APPROVAL OF FY 2016 OPERATING BUDGET AND 3 YEAR CAPITAL BUDGET: MR. STEVE MILLER, INTERIM CFO**
- Mr. Miller presented the FY 2016 Operating Budget and 3 year Capital Budget.
- MOTION:** To approve the FY 2016 Operating Budget and 3 Year Capital Budget
- Rohr moved
 - Glusker second
 - Motion carried
22. **ACTION: MEDICAL STAFF REPORT: DR. JOHN KERMEN**
- There was no Medical Staff Report.
23. **INFORMATION: CHIEF OF PATIENT CARE SERVICES REPORT: MS. TERRY MURPHY**
- Refer to the attached report as part of these minutes.
24. **INFORMATION: CEO REPORT: MR. BOB EDWARDS, CEO**
- Mr. Edwards has been the guest speaker at Rotary and will be the guest speaker at Soroptimist next Tuesday. He was also on the radio with the Good News Guys.
 - Mr. Edwards will be in the Mendocino Parade and will be working at the Salmon BBQ on July 4.
 - Dr. Graham's retirement party was very successful.
 - Mr. Edwards is in escrow on a house.
 - Web site design is in process.
 - Recruiting for a CFO and CHRO.
 - Will reinitiate a Citizens Advisory Group the third quarter of this year.
 - The employees salaries have been posted on Transparent California's web site.
 - The Sr. Managers team will do three (3) things in thirty (30) days that will make a difference to the Hospital and the patients.
25. **INFORMATION: PLANNING COMMITTEE REPORT: MR. TOM BIRDSSELL**
- There will be Strategic Planning sessions on Friday, June 26 and Saturday, June 27.
26. **ACTION/INFORMATION: JPA REPORT: MR. TOM BIRDSSELL**
- Mr. Edwards, Mr. Birdsell and Ms. Bruning attended the JPA annual conference in Healdsburg recently.
27. **ACTION: APPROVAL OF ALYSOUN HUNTLEY FORD FUND DRAW**
- The Alysoun Huntley Ford Fund is a Board designated fund left to the Hospital for purposes of funding some respite for caregivers of patients who are dying at home. Each draw request is for up to \$2,000.00.
- There were no requests.
28. **ASSOCIATION AND COMMUNITY SERVICE REPORTS: BOARD MEMBERS**
- There were no reports.
29. **PUBLIC COMMENTS:**
- There were no public comments.

30. ADJOURN:

Open Session adjourned at 10:00 p.m. and was continued until 5:00 pm June 29, 2015

Reconvened Closed Session at 10:05 pm

1. Reconvention of Open Session.

A. Reporting out on Closed Session

1. Contract extension with Quorum Health Resources for Interim CFO

- This item was approved by the Board

2. Report involving Trade Secrets

- The Board discussed this topic

June 25 Closed Session adjourned at 11:15 p.m. and reconvened at 5:00 p.m.

A. Review and approve Summit Pain Alliance, Inc. contract

- The Board approved the Summit Pain Alliance, Inc. contract subject to a fair market value report. A roll call vote was taken with 3 ayes and 2 noes; motion carried

Meeting adjourned at 6:15 p.m.

Peter Glusker, MD, Secretary
Board of Directors

Gayl Moon, Secretary to the
Board of Directors

**MENDOCINO COAST HEALTH CARE DISTRICT
BOARD OF DIRECTORS
SPECIAL SESSION
FORT BRAGG, CA
THURSDAY JULY 16, 2015**

1. CALL TO ORDER:

CLOSED Session of the Board of Directors of the Mendocino Coast Health Care District convened at 5:00 p.m. at 700 River Drive, Fort Bragg, CA 95437: President Sean Hogan presiding

2. ROLL CALL: Hogan, Bruning, Rohr, Glusker
ABSENT: Birdsell

3. COMMENTS FROM THE COMMUNITY
There were no comments from the community.

4. CLOSED SESSION:

A. **INFORMATION/ACTION:** Pursuant to California Government Code §54954.5 and §32155 of the Health and Safety Code Medical Staff Credentials and Privileges Review

B. **INFORMATION/ACTION:** Pursuant to §54957.6 of the Government Code: Labor Relations Negotiations

C. **INFORMATION:** Report to the Board of Directors by the Chief of Staff and Chairperson of the Medical Executive Committee pursuant to Health & Safety Code §32155 and Article V, Section 2.2 of the District's Medical Staff Bylaws

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5. RECONVENTION OF OPEN SESSION:

A. **INFORMATION/ACTION:** Pursuant to California Government Code §54954.5 and §32155 of the Health and Safety Code Medical Staff Credentials and Privileges Review

- There was no report.

B. **INFORMATION/ACTION:** Pursuant to §54957.6 of the Government Code: Labor Relations Negotiations

- The Board received a report from Management relative to the Union Negotiations; the Board gave Management instructions.

C. **INFORMATION:** Report to the Board of Directors by the Chief of Staff and Chairperson of the Medical Executive Committee pursuant to Health & Safety Code §32155 and Article V, Section 2.2 of the District's Medical Staff Bylaws

- The Board received a report from the Chief of the Medical Staff and the Chairperson of the Medical Executive Committee; the results of the election of the new Officers for the Medical Staff were reported.

NEW BUSINESS:

A. **ACTION:** Consent Calendar

- Approval of Board of Director meeting minutes of June 25, 2015
- Valley Emergency Contract Renewal
- Policies and Procedures
 - Skin Care Protocol: Pressure Ulcer Prevention and Maintenance of Skin Integrity
 - Wound Care Protocol
 - Bio-Ethics Committee
 - Pharmacy Employee Orientation to Department
 - Records Retention
 - Drug Administration Procedures
 - After Pharmacy Hours
 - Medication Administration Record (MAR)
 - Pharmacy Fire Plan

MOTION: To approve the Consent Calendar with the removal of the Bio Ethics Committee Policy

- Rohr moved
- Bruning second
- Motion carried

B. **INFORMATION:** Update on Physician Agreements: Mr. Bob Edwards, CEO

- The Fair Market Value analysis for Summit Pain Management has not yet been received.
- Ober Kayler will review extensions for physicians and they have not yet been completed.

C. **ACTION:** Appoint Physician Contract Review Ad Hoc Committee: Mr. Sean Hogan

- Mr. Hogan would like to appoint two (2) Board Members to review physician contracts with Bob Edwards; they can then make a presentation to the Board and suggest the Board either accept or reject the contracts without the Board having to hear all the details of the contracts.
- Discussion ensued.
- Mr. Hogan appointed Dr. Glusker and Tom Birdsell to the Physician Contract Review Ad Hoc Committee.

MOTION:

- Rohr moved
- Bruning second
- Motion carried

D. **ACTION/INFORMATION:** Discuss Mission, Vision, Values: Mr. Bob Edwards, CEO

- The Board completed their self evaluation, and the results showed that they are all over the place on the Hospital's Mission and Values.
- Discussed the Hospital's values now and going forward and which ones would support being agile and developing an agile culture at MCDH.
- Discussed the Vision Statement which Mr. Edwards feels should consist of one powerful sentence.
- Discussed the Mission Statement which currently states that the Hospital's mission is to make a positive difference in the health of our rural community. Mr. Edwards suggested perhaps changing it to state "we exist to make a positive difference in patient lives through excellent patient care".
- Mr. Edwards would like to develop a Mission Statement, Vision Statement and Values Statement after the Strategic Plan is finalized.

E. **ACTION:** Medical Staff Report: Dr. John Kermen

- Sean Hogan reported on the recent Medical Staff Election of Officers. Following are the results:
 - Dr. Kermen is Chief of Staff
 - Dr. Bellah is Vice Chief of Staff
 - Dr. McCullough is Chief of Medicine
 - Dr. Miller is Chief of Surgery

F. **ACTION:** Approval of Alysoun Huntley Ford Fund Draw

The Alysoun Huntley Ford Fund is a Board designated fund left to the Hospital for purposes of funding some respite for caregivers of patients who are dying at home. Each draw request is for up to \$2,000.00.

- There were no requests.

6. **COMMENTS FROM THE COMMUNITY**

- Mr. Skip MacLaren addressed Dr. Rohr:
 1. Mr. MacLaren stated that several years ago Dr. Rohr was quoted as stating that he felt the best thing for our healthcare district would be closing and locking the doors.
 2. Since that time you chose to run for the Board and now you intend to resign from the Board. For myself and your constituents, how do you reconcile these previous statements about closing and then running for the Board and now leaving the Board?

- Dr. Rohr stated that he did not say the quote regarding the healthcare district should close and lock the doors.
- Dr. Rohr stated that he was retiring from practice in December, but has not stated that he is retiring from the Board.

7. COMMENTS FROM BOARD OF DIRECTORS

There were no comments from the Board of Directors.

8. ADJOURN:

The meeting was adjourned at p.m.

Mr. Sean Hogan, President
Board of Directors

ATTEST:

Ms. Kitty Bruning, Vice-President
Board of Directors

These minutes constitute a portion of the official record of the Board and are the written record of the proceedings. Documents distributed to the Board of Directors at the meeting are available for public review except legally privileged or confidential documents.

**BOARD OF DIRECTORS MEETING
HOSPITAL REDWOODS ROOM
THURSDAY, JULY 23, 2015
MINUTES**

The Board of Directors of the Mendocino Coast Health Care District met in CLOSED session at 5:00 pm in the Hospital Redwoods Room, Sean Hogan presiding.

PRESENT: Mr. Hogan, Mr. Birdsell, Ms. Bruning, Dr. Glusker, Dr. Rohr

Mr. Bob Edwards, Chief Executive Officer
Mr. Steve Miller, Interim Chief Financial Officer

ABSENT: None

1. CALL TO ORDER:

OPEN Session of the Board of Directors of the Mendocino Coast Health Care District convened at 6:00 p.m. in the Redwoods Room, Mr. Sean Hogan presiding.

2. ROLL CALL:

PRESENT: Mr. Sean Hogan, Mr. Birdsell, Ms. Bruning, Dr. Glusker, Dr. Rohr
Board Members

BOARD MEMBERS ABSENT: None

ALSO PRESENT:

Mr. Bob Edwards, Chief Executive Officer
Mr. Steve Miller, Interim Chief Financial Officer
Mr. John Ruprecht, Legal Counsel

3. CLOSED SESSION MATTERS:

The Board of Directors reviewed the following items in closed session:

- A. **INFORMATION/ACTION:** Quarterly performance personnel session
- The Board received report from Mr. Bob Edwards, CEO
- B. **INFORMATION/ACTION:** Medical Staff Credentials and Privileges Report
- Dr. Kermen requested emergency items to be added to the agenda.

MOTION: To add a three (3) month extension to Dr. Andrea McCullough's contract with a focus review to be completed before any further extensions to the agenda

- Rohr moved
- Bruning second
- Motion carried

MOTION: To add Dr. John Hau, Dr. Jason Pope and Dr. Michael Yang to the agenda for accreditation

- Birdsell moved
- Bruning
- Motion carried

- C. **INFORMATION/ACTION:** Call Coverage contract extension for Dr. Juan Walterspiel
 - The Board approved the approved the extension for Dr. Juan Walterspiel
- D. **INFORMATION/ACTION:** Chief of Staff contract extension for Dr. John Kermen
 - The Board approved the Chief of Staff contract extension for Dr. John Kermen
- E. **INFORMATION/ACTION:** Contract revision for Dr. Peter Glusker
 - This contract was pulled from the agenda
- F. **INFORMATION/ACTION:** Labor Relations Negotiations
 - The Board will reconvene Closed Session after Open Session; this item will be discussed at that time

4. PUBLIC COMMENTS:

- There were no public comments.

5. BOARD COMMENTS:

- Mr. Tom Birdsell requested the addition of two (2) emergency items to be added to the agenda.

MOTION: To add privileges for Dr. Brecheen, Dr., Dr. Hau, Dr. Pope, Dr. Yang as an agenda item

- Birdsell moved
- Glusker
- Roll call
 - Ayes: Hogan, Birdsell, Bruning, Glusker, Rohr
 - Noes: None
 - Absent: None
 - Abstain: None
- Motion carried

MOTION: To make the Milliman Contract an “Action” item

- Birdsell moved
- Bruning second
- Roll call
 - Ayes: Hogan, Birdsell, Bruning, Glusker, Rohr
 - Noes: None
 - Absent: None
 - Abstain: None
- Motion carried

6. ACTION: APPROVAL OF CONSENT CALENDAR: MR. SEAN HOGAN, PRESIDENT

- A. Minutes: Regular Session July 16, 2015
- B. Policies and Procedures
 - Bio-Ethics Committee

MOTION: To approve the Consent Calendar with the removal of the Bio-Ethics Committee policy

- Rohr moved
- Glusker second
- Motion carried

7. INFORMATION: LABORATORY DEPARTMENT JOINT COMMISSION ACCREDITATION: MR. BOB EDWARDS, CEO

- Mr. Edwards stated that the Joint Commission granted gave Accreditation for all services surveyed under the applicable manual(s) for “*Comprehensive Accreditation Manual for Laboratory and Point-of-Care Testing*”. Congratulations to Emmet O’Connell and the entire staff in the Laboratory Department.

8. ACTION: MILLIMAN CONTRACT: MR. BOB EDWARDS, CEO

- In 2012 the contract was signed by Ray Hino and it did not need legal review at that time as it was under \$25,000 total for three (3) years.
- This current contract is an extension with increased prices for the same services. Mr. Edwards signed the contract believing that he had the authority to do so because each year was less than \$25,000; however the Hospital’s rules state that that if it is more than \$25,000 in total that it should go for legal review.
- Mr. Ruprecht stated he feels this was a good faith mistake and recommended the Board ratify what Mr. Edwards has done.

MOTION: To ratify the execution of this contract

- Birdsell moved
- Glusker second
- Roll call
 - Ayes: Hogan, Birdsell, Bruning, Glusker, Rohr
 - Noes: None
 - Absent: None
 - Abstain: None
- Motion carried

9. INFORMATION: AD HOC COMMITTEE REPORT ON PHYSICIAN CONTRACTS: MR. BOB EDWARDS, CEO

- Mr. Edwards stated the Ad Hoc Committee held their first meeting to review physician contracts. Present were the CEO, two (2) Board Members, John Ruprecht and legal counsel from Ober Kaler. Three (3) physician contracts were discussed.
- Mr. Ruprecht stated that he did not charge the district for his participation in this meeting.

10. INFORMATION: BOARD IN-SERVICE UPDATE: MR. WILL LEE

- Mr. Lee stated Mr. Steve Smith with Ober Kaler who is a specialist for physician contracts governance and bylaws will host a Board education on Monday, August 17 and Tuesday, August 18 at 5:00 p.m. on both days via video conference. The presentation will review the role of governance of the Board of Directors, the relationship between the medical staff leadership and the Board of Directors, the

collaboration of the CEO and the Board of Directors and the medical staff leadership and the Joint Commission Standards of the leadership chapter

11. INFORMATION/ACTION: SUMMIT PAIN ALLIANCE FMV UPDATE: MR. BOB EDWARDS, CEO

- Mr. Edwards he has received a verbal okay from the group that did the assessment. Mr. Edwards will share the written fair market value with the Board when he receives it.

12. ACTION: STATISTICAL/FINANCE REPORT JUNE 2015: DR. BILL ROHR

- Dr. Rohr gave a graphic presentation of the FY 2015 Financials
June Consolidated Highlights
- The Net Loss from Operations was \$(513,223) due principally to the recording of previously unrecorded liabilities germane to the bankruptcy. Absent those transactions, the Net Loss from Operations was \$(9,182).
- The debt service coverage ratio was computed to be 1.05; no longer in compliance with the bond covenant ratio requirement of 1.25 due to continuing losses from operations and the effects of recording the liabilities noted above.
- All entries associated with the bankruptcy have now been recorded, with the exception of the entry to record the settlement of AP claims in excess of \$5,000. That entry is pending the determination of specific claim amounts pursuant to the Plan of Adjustment, some of which claims are in dispute. This last remaining entry will be recorded as part of the FY 2015 audit.

MOTION: To approve the Finance & Statistical Report or June 2015

- Rohr moved
- Glusker second
- Motion carried

13. ACTION: MEDICAL STAFF REPORT: DR. JOHN KERMEN

A. Appointments to Medical Staff

1. Dr. Hau
2. Dr. Pope
3. Dr. Yang
4. Dr. Willis
5. Dr. Johnson
6. Timothy Hockenberry, MD
7. Kevin Metzger, DO
8. Hoa Nguyen, MD
9. Daeyoung Roh, MD
10. Warren Thai, MD

MOTION: After careful consideration recommend Appointments to Medical Staff for Dr. Hau: Dr. Pope: Dr. Yang: Timothy Hockenberry, MD: Lisa Johnson, MD: Kevin Metzger, MD: Hoa Nguyen, MD: Daeyoung Roh, MD: Warren Thai, MD: Mark Willis, MD

- Rohr moved
- Bruning
- Motion carried

B. Appointment to Allied Health Professionals

- Nicole Sweeny, PA-C

MOTION: After careful consideration recommend Appointment to Allied Health Professionals for Nicole Sweeny, PA-C

- Rohr moved
- Bruning second
- Motion carried

C. Temporary Privileges

1. Timothy Hockenberry, MD
2. Kevin Metzger, DO
3. Hoa Nguyen, MD
4. Daeyoung Roh, MD
5. Warren Thai, MD
6. Mark Wills, MD

MOTION: After careful consideration recommend Temporary Privileges to Timothy Hockenberry, MD: Kevin Metzger, DO: Hoa Nguyen, MD: Daeyoung Roh, MD: Warren Thai, MD: Mark Wills, MD

- Hogan moved
- Birdsell second
- Motion carried

D. Locum Tenens Coverage

1. Sanjay Agarwal, MD
2. Anthony Cappelli, MD

MOTION: After careful consideration recommend approval of Locum Tenens Coverage for Sanjay Agarwal, MD: Anthony Cappelli, MD

- Hogan moved
- Rohr second
- Motion carried

E. Re-Appointments to Medical Staff

1. Rebeka Barth, MD
2. Paul Beatty, MD
3. Daniel Calder, MD
4. Gregory Hicks, MD
5. Tamaki Kimbro, MD
6. Steve Maron, MD
7. Joseph Matel, MD
8. Andrea McCullough, MD
9. Michael Medvin, MD
10. Robert Pollard, MD
11. Robin Serrahan

MOTION: After careful consideration recommend approval of Re-Appointments to

Medical Staff for Rebeka Barth, MD: Paul Beatty, MD: Daniel Calder, MD: Gregory Hicks, MD: Tamaki Kimbro, MD: Steve Maron, MD: Joseph Matel, MD: Andrea McCullough, MD: Michael Medvin, MD: Robert Pollard, MD: Robin Serrahan

- Hogan moved
- Bruning second
- Motion carried

F. Appointment of V-Rad TeleRadiology Physicians

1. Harvey Greenberg, MD
2. Mailan Cao, MD
3. Tai Delman, MD

MOTION: After careful consideration recommend approval of Appointment of V-Rad TeleRadiology Physicians for Harvey Greenberg, MD: Mailan Cao, MD: Tai Delman, MD

- Hogan moved
- Birdsell second
- Motion carried

23. INFORMATION: CHIEF OF PATIENT CARE SERVICES REPORT: MS. TERRY MURPHY

- Refer to the attached report as part of these minutes.

24. INFORMATION: CEO REPORT: MR. BOB EDWARDS, CEO

- The new Hospitalist Group is doing well.
- The 2nd quarter patient experience surveys (HCAP Scores) have been received; following are some stats:
 - ✓ The HCAP Scores for inpatient has 40 categories with 23 of these categories in green, which is the highest category; yellow is medium and red is danger. This reflects an improvement in 21 of the 40 categories.
 - ✓ Outpatient Surgery has 31 categories with 25 of these categories in green.
 - ✓ The Emergency Department has 32 categories and had only 14 categories in green.
- Continue to recruit physicians.
- Hoping to have a weekly format in the Advocate News for Hospital News.

25. INFORMATION: PLANNING COMMITTEE REPORT: MR. TOM BIRDSELL

- The Planning Committee did not meet last month; however QHR did host 2 Strategic Planning Retreats with the plan being complete by mid August. The next Planning Committee to be held on Tuesday, August 18.

26. ACTION/INFORMATION: JPA REPORT: MR. TOM BIRDSELL

- Mr. Birdsell is aiming to transform the JPA; restructure with professional management, etc.

27. ACTION: APPROVAL OF ALYSOUN HUNTLEY FORD FUND DRAW

The Alysoun Huntley Ford Fund is a Board designated fund left to the Hospital for purposes of funding some respite for caregivers of patients who are dying at home. Each draw request is for up to \$2,000.00.

- There were no requests.

28. ASSOCIATION AND COMMUNITY SERVICE REPORTS: BOARD MEMBERS

- Mr. Hogan wished Jeri Erickson, Foundation Executive Director well as she will be leaving the Hospital Foundation for another position on the Coast.

29. PUBLIC COMMENTS:

- There were no public comments.

30. ADJOURN:

Open Session adjourned at 6:57 p.m.

Reconvened Closed Session at 7:05 pm

1. Reconvocation of Open Session.

A. Reporting out on Closed Session

1. Contract extension with Quorum Health Resources for Interim CFO

- This item was approved by the Board

2. Report involving Trade Secrets

- The Board discussed this topic

June 25 Closed Session adjourned at 11:15 p.m. and reconvened at 5:00 p.m.

A. Review and approve Summit Pain Alliance, Inc. contract

- The Board approved the Summit Pain Alliance, Inc. contract subject to a fair market value report. A roll call vote was taken with 3 ayes and 2 noes; motion carried

Meeting adjourned at 7:15 p.m.

Peter Glusker, MD, Secretary
Board of Directors

Gayl Moon, Secretary to the
Board of Directors

**MENDOCINO COAST HEALTH CARE DISTRICT
BOARD OF DIRECTORS
SPECIAL SESSION
FORT BRAGG, CA
WEDNESDAY JULY 29, 2015**

1. CALL TO ORDER:

CLOSED Session of the Board of Directors of the Mendocino Coast Health Care District convened at 5:00 p.m. at 700 River Drive, Fort Bragg, CA 95437: President Sean Hogan presiding

2. ROLL CALL: Birdsell, Bruning, Rohr, Glusker
ABSENT: Hogan

3. COMMENTS FROM THE COMMUNITY
There were no comments from the community.

4. CLOSED SESSION:

A. **INFORMATION/ACTION:** Pursuant to California Government Code §54954.5 and Health and Safety Code §32155, Medical Staff Credentials and Privileges. Clarification of privilege categories granted to Summit Pain Alliance for Drs. John Hau, Jason Pose and Michael Yang

5. RECONVENTION OF OPEN SESSION:

A. **INFORMATION/ACTION:** Pursuant to California Government Code §54954.5 and Health and Safety Code §32155, Medical Staff Credentials and Privileges. Clarification of privilege categories granted to Summit Pain Alliance for Drs. John Hau, Jason Pose and Michael Yang

- Discussion was information only, no action was taken.

6. COMMENTS FROM THE COMMUNITY
There were no comments from the community.

7. COMMENTS FROM BOARD OF DIRECTORS
There were no comments from the Board of Directors.

8. ADJOURN:
The meeting was adjourned at 5:24 p.m.

Mr. Sean Hogan, President
Board of Directors

ATTEST:

Ms. Kitty Bruning, Vice-President
Board of Directors

These minutes constitute a portion of the official record of the Board and are the written record of the proceedings. Documents distributed to the Board of Directors at the meeting are available for public review except legally privileged or confidential documents.

**MENDOCINO COAST HEALTH CARE DISTRICT
BOARD OF DIRECTORS
EMERGENCY SESSION
FORT BRAGG, CA
THURSDAY JULY 30, 2015**

1. CALL TO ORDER:

CLOSED Session of the Board of Directors of the Mendocino Coast Health Care District convened at 5:00 p.m. at 700 River Drive, Fort Bragg, CA 95437: President Sean Hogan presiding

2. ROLL CALL: Rohr, Glusker, Bruning, Birdsell

ABSENT: Hogan

3. COMMENTS FROM THE COMMUNITY

Dr. Glusker stated that Dr. Harris' last day at NCFHC is tomorrow July 31, 2015. Mr. Edwards stated a process is underway to notify her patients.

4. OPEN SESSION:

1. ***Information/Action:*** Pursuant to Government Code §54,956.5 A Majority of the Board of Directors of the Mendocino Coast Health Care District will call an emergency meeting of the Board of Directors to consider extension of physician contracts for John Cottle, D.O. and Jennifer Kreger, M.D., both physicians are on the staff of the North Coast Family Health Center (NCFHC); a Department of Mendocino Coast District Hospital, operating as a rural Health Clinic. Both physicians contracts expire Friday July 31, 2015 and the physicians cannot lawfully work at the clinic without contracts. Without Drs. Cottle and Kreger staffing the Clinic (NCFHC) this will create a work stoppage which could severely impair public health within the meaning of Government Code §54,956.5(a)(f) and, therefore, constitutes grounds for an emergency meeting of the Board of Directors

- Mr. Ruprecht stated the Board needs to take a vote to hold the Emergency Meeting.

MOTION: To hold an Emergency Meeting of the Board of Directors

- Rohr moved
- Glusker second
- Roll call
 - Ayes: Rohr, Glusker, Bruning, Birdsell
 - Noes: None
 - Absent: None
 - Abstain: None
- Motion carried

5. INFORMATION/ACTION: Contract Extension for Dr. John Cottle

- See the motion under Item #6

6. INFORMATION/ACTION: Contract Extension for Dr. Jennifer Kreger

MOTION: To grant extensions for the contracts of both Dr. John Cottle and Dr. Jennifer Kreger as set forth for sixty (60) more days

- Rohr moved
 - Glusker second
- Discussion ensued.
- Roll call
 - Ayes: Rohr, Glusker, Bruning, Birdsell
 - Noes: None
 - Absent: None
 - Abstain: None
 - Motion carried

7. COMMENTS FROM THE COMMUNITY

- A community member asked Mr. Edwards if there is a calendar which shows the expiration dates for all physicians contracts, what Hospital staff have copies of the calendar and why isn't the Board provided with a copy of it. Mr. Edwards explained the staff members who deal with physician contracts have copies of the calendar. Mr. Edwards stated that the Board has a governance roll and Mr. Edwards and other MCDH staff members handle the management function. Mr. Ruprecht stated that according to the policies and procedures of the district, the calendar is supposed to be kept by the Chief Financial Officer. Mr. Ruprecht stated that there should be a double check on the physician's calendar for expiration dates.
- The community member also wanted the status of the surgeon's contracts. Mr. Ruprecht stated that the contracts that are still in negotiation are not public documents.

8. COMMENTS FROM BOARD OF DIRECTORS

There were no comments from the Board of Directors.

9. ADJOURN:

The meeting was adjourned at 5:17 p.m.

Mr. Sean Hogan, President
Board of Directors

ATTEST:

Ms. Kitty Bruning, Vice-President
Board of Directors

These minutes constitute a portion of the official record of the Board and are the written record of the proceedings. Documents distributed to the Board of Directors at the meeting are available for public review except legally privileged or confidential documents.

**MENDOCINO COAST HEALTH CARE DISTRICT
BOARD OF DIRECTORS
SPECIAL SESSION
FORT BRAGG, CA
MONDAY AUGUST 17, 2015**

1. CALL TO ORDER:

CLOSED Session of the Board of Directors of the Mendocino Coast Health Care District convened at 4:30 p.m. at 700 River Drive, Fort Bragg, CA 95437: President Sean Hogan presiding

**2. ROLL CALL: Hogan, Bruning, Rohr, Glusker
ABSENT: Birdsell**

3. COMMENTS FROM THE COMMUNITY

There were no comments from the community.

4. CLOSED SESSION:

- A. **INFORMATION/ACTION:** Public Employment: CFO Candidate Interview, Government Code §54957 and Gillespie v. San Francisco Public Library (1998) 67 Cal App. 4th 1165
- B. **INFORMATION/ACTION:** Discussion by Board regarding CFO Candidate interview/ hiring. Personnel matter. Government Code §54957. If the CFO Candidate hired, an announcement will be made in open session.
- C. **INFORMATION:** Presentation/ discussion with legal counsel, Steve Smith, of the Ober Kaler Law Firm and general counsel to the District regarding potential significant exposure to litigation if matters related to specific facts and circumstances are discussed in open session. Government Code §54956.9(b)(1) and Government Code §54956.9(b)(2). Consideration with legal counsel whether a significant exposure to litigation exists based upon facts and circumstances known to the District.

5. RECONVENTION OF OPEN SESSION:

Report out of Closed Session

- A. **INFORMATION/ACTION:** Public Employment: CFO Candidate Interview, Government Code §54957 and Gillespie v. San Francisco Public Library (1998) 67 Cal App. 4th 1165
- The Board interviewed a CFO Candidate
- B. **INFORMATION/ACTION:** Discussion by Board regarding CFO Candidate interview/ hiring. Personnel matter. Government Code §54957. If the CFO Candidate hired, an announcement will be made in open session
- The Board hired the CFO candidate subject to his employment agreement being completed and approved by the CEO and the Board President
 - The proposed start date being September 14, 2015
- C. **INFORMATION:** Presentation/ discussion with legal counsel, Steve Smith, of the Ober Kaler Law Firm and general counsel to the District regarding potential significant exposure to litigation if matters related to specific facts and circumstances are discussed in open session. Government Code §54956.9(b)(1) and Government Code §54956.9(b)(2). Consideration with legal counsel whether a significant exposure to litigation exists based upon facts and circumstances known to the District.
- The Board had a conference presentation with legal counsel regarding Board Governance Education
- D. Comments from the Community
The following community members addressed the Board regarding Dr. Harris' contract with NCFHC:

- ❖ Jeff Watts, Joan Hansen, Barbara Matheson, Sharon Valente, Gail Lowinger, Larry Knowles, Pearl Lott, Anne Turner, Irene Malone, Dave Turner, Malcolm Malcolm MacDonald, Linda Jupiter, Doug Hammerstrom, Diane Harris, Jackie Wollenberg

Sean Hogan thanked everyone for attending the meeting and for their comments. He explained that no action could be taken as this item was not on the agenda.

E. Comments from Board of Directors.

- Dr. Glusker stated “as a physician and as a member of the Board I want to express my concern about what I perceive as unfair treatment, not only of Dr. Harris but particularly the abruptness with which her patients were treated. Because of those concerns I want to suggest or actually make a motion that we emergently agendize a request to Bob to renegotiate the contract with Dr. Harris.
- Mr. Hogan: “we’re in a situation where we can’t do motions at this point or take action.
- Dr. Glusker: “as an emergency agenda item that’s what I’m requesting.”
- Mr. Hogan: “I don’t know, what do the rules say about adding an emergency item to the agenda John?”
- Mr. Ruprecht: “Well I think a Board member during the Board discussion is allowed to request staff to put a matter on the agenda. I would note that Mr. Hammerstrom has informed me that he and Dr. Harris are not going to be available on August 27, but I do believe that a Board member can request that staff agendize a matter for a future meeting. I think that’s legitimate.”
- Dr. Glusker: “We have urgently agendized things before.”
- Mr. Hogan: “Yes, but we do it before the meeting. So what you want to do is make a motion to agendize Dr. Harris’ issue as an emergency item. At a future Board meeting.”
- Dr. Glusker: “No, I meant tonight”.
- Mr. Ruprecht: “Oh, you meant tonight?”
- Dr. Glusker: “Yes.”
- Mr. Ruprecht: “You can request staff to agendize it for a future matter.”
- Dr. Glusker: I intended to request it for tonight. Add it to the agenda tonight as an emergency item, and that I request Bob in the next thirty (30) to sixty (60) days to renegotiate the contract with Dr. Harris. Essentially extending to her the same extension that we authorized for Doctors Kreger and Cottle.
- Mr. Ruprecht: “I’m confused by the motion.”
- Mr. Hogan: “Well I understand the motion; I just wonder what the rule is.”
- Mr. Ruprecht: “First of all to have it done as an emergency item, you would need all the Board to vote on it.”
- Mr. Hogan: “We’ll look at the Bylaws and see what they say. The Bylaws don’t help, they just say we have to check section 54954.2 of the government code for the State of California.”
- Mr. Ruprecht: “My recollection is that it takes four (4) out of five (5) votes for an emergency.”
- Mr. Hogan: “Well that’s fine if we want to have a vote we can have a vote.”
- Dr. Glusker: “I guess it’s essential but it doesn’t say it. One part of the motion is to request the emergency addition to the agenda for the purpose to make a formal request that it be added.”
- Dr. Rohr: “First is to get it on the agenda.”
- Dr. Glusker: “Yes.”
- Mr. Hogan: “Then we can have some discussion. The problem I have is this is an open item, so we will have it on the agenda as an open item. Did you understand what the vote will be Kitty?”
- Ms. Bruning: “Yes.”

MOTION: To add Dr. Harris’ contract to the agenda as an emergency item

- Glusker moved
- Rohr second
- Roll call
 - Ayes: Glusker, Hogan, Rohr, Bruning
 - Noes: None
 - Absent: Birdsell

- Abstain: None
- Motion carried

- Mr. Hogan: “We will discuss Dr. Harris’ situation as an emergency item tonight.”

MOTION: We as a Board request Bob to formally meet with Dr. Harris and extend to her the same extension that was given to her colleagues that was a sixty (60) day extension to allow the renegotiation of her contract

Dr. Glusker amended this motion to add the provision that subject to Ober Kaler’s approval because of concerns of the Stark Law, that we retrospectively revalidate her contract and extend it for the same sixty (60) day period that we did with the other two (2) to allow her time to negotiate a new contract with the understanding that her previously scheduled vacation stays in place

Dr. Glusker amended the motion so that the contract is extended for ninety (90) days from the day it expired

- Glusker moved
- Rohr second
- Mr. Hogan: “Discussion. Bob.”
- Mr. Edwards: “Previous extensions of physician agreements have been an agenda which were approved by Board. The CEO would not have the authority to extend an agreement.”
- Mr. Hogan: “Why don’t we talk about this a little bit before we make motions okay so that if there is going to be a motion we all kind of know what it’s about? So why don’t you just state what you would like.”
- Dr. Glusker: “The intent here is to extend the same, provide, have us as a Board authorize the same extension for Dr Harris that we extended to doctors Cottle and Kreger.”
- Mr. Ruprecht: “Does that mean that she will go back to work immediately at the North Coast Family Health Center?”
- Dr. Glusker: “That would mean that her contract would remain in force by virtue of the extension for sixty (60) days, the same as the other extensions providing time for them to renegotiating the same way as the others.”
- Mr. Ruprecht: “We’re going to have to run that by the attorney at Ober Kaler because the contract has already lapsed, and since the contract has already lapsed, because you know I’m not the physician contract specialist, Ober Kaler is and I would definitely have to call Ober Kaler because of the Stark issues to determine whether that can be done or not, or how it can be done.”
- Mr. Hogan: “You know, somebody might ask Dr Harris what she wants before we make a motion saying let’s extend her contract and have her go back to work; you know.”
- Dr. Harris: “I would like my voice to talk for me.”
- Mr. Hammerstrom: “Are you taking public comments on this agenda item?”
- Mr. Hogan: “No. Right now I’m asking what Dr. Harris wants before we make a motion and say to do something.”
- Mr. Hammerstrom: “She is asking me to communicate that to you. Do you want that?”
- Mr. Hogan: “Go right ahead.”
- Mr. Hammerstrom: “So she has twice asked the chair of this Board to do this. I’m puzzled.”
- Mr. Hogan: “But that’s not the question. The question, the question”
- Mr. Hammerstrom: “So maybe you weren’t aware that she was aware that there was a second request. So I’m puzzled why you would need to know this, but yes she would like the same period of time to have her contract negotiated as the two (2) other doctors who didn’t like the terms of the contract and wouldn’t sign it. We are leaving Sunday and going to be gone for two (2) weeks. I don’t think it would really make sense for anyone or perhaps even patients to be scheduled between now and Friday, so that leaves you until the day after labor day to work out any logistical issues and enable you to consult with whoever you need to consult with. Yes, she still wants to have the opportunity to negotiate her contract.”
- Mr. Hogan: “Thank you. Bill?”
- Dr. Rohr: “What really happened was on that Thursday afternoon, and I don’t remember exactly when it was, but sometime when I was right in the middle of patients at about 1:30 or 2:00 in the afternoon I got a

call from Gayl saying there was an emergency Board meeting because there was an issue with contracts, so I came to the Board meeting not knowing what we were really going to discuss, but heard there were physicians contracts, two (2) that were going to expire the next day and I think I was pretty open about how upset I was that day that this is not the way we should be working with our physicians, because as much as I'm a member and take seriously my actions on this Board, I'm also a physician of this community and I just think the doctor patient relationship is more important. There isn't much I put above that. If we had been given Dr. Harris' name; I made the motion that night, and if her name had been on the list I was given I would have certainly extended the same purpose with her and for that reason I think this action tonight is appropriate. It doesn't say or tell anyone what to do other than give her the same courtesy we gave the other two (2) physicians, which on that night I felt was important. I did not like to see it at the last minute, and I asked that night, and I ask again that this not happen again, because the kind of disruptions, and I take very seriously what people said today and we would all as physicians like to have that on our tombstone, let's put it that way.

- Mr. Ruprecht: "Are you saying though that she goes back to the clinic and works the sixty (60) day period?"
- Dr. Rohr: "I'm saying that I would have extended to her the same courtesy I extended to my other fellow physicians and I would like to see that corrected tonight."
- Mr. Ruprecht: "Any motion like this going to have to be very clear. Whether you're just giving her a sixty (60) day extension to negotiate with Bob and she's not working at the clinic or are you making a motion where or is somebody here making a motion saying she is going back after she gets back from her vacation she goes back to the clinic for sixty (60) days, because the other two (2) doctors are still working?"
- Dr. Rohr: "I can explain that. If I had been given that information on that Thursday night. We have two (2) other contracts for the other physicians exactly the same. I would have extended the same one to her, and I am suggesting tonight we do the same thing for Dr. Harris, and that I believe extended their current contract, and we've certainly done enough of other things around here retrospectively."
- Mr. Ruprecht: "Okay, so what you're saying is she goes back to the clinic for sixty (60) days."
- Dr. Rohr: "Correct."
- Mr. Ruprecht: "Starting when?"
- Dr. Rohr: "Starting now."
- Mr. Ruprecht: "I thought they just said they were going to be gone."
- Dr. Rohr: "From what I understand, and I'm late to this game. She had already applied for a vacation, she's not expected to be not practicing when she applied for vacation during this period of time, and I think we should respect that vacation. She has personal matters. I've spoken with her, she told me what they are, but that was scheduled in advance, and I would extend her that same courtesy."
- Mr. Ruprecht: "Again, Bill I have to check with Ober Kaler, because the contract expired, whether you can just go back retroactively. You know better than anybody on this Board how sticky the Stark Law is, so if Ober Kaler can approve that, then, I don't know, who has made the motion now?"
- Dr. Rohr: "Peter, and I seconded."
- Mr. Ruprecht: "Can we repeat the motion?"
- Mr. Hogan: "John, before we a vote we'll repeat the motion, okay? I think Doug made it clear that it is kind of silly that she go back to work until she gets back from vacation. So when she gets back from that would be when she would go back. So when she gets back, that is when she would go back, under her contract then she will be working in the clinic. Kitty, do have any comments on this or would you care to add to this discussion?"
- Ms. Bruning: "No."
- Mr. Ruprecht: "Could we put on here subject to the approval of stark legal counsel, please? Otherwise you could get yourself in a lot of trouble."
- Dr. Glusker: "So I amend the motion to add the provision that subject to Ober Kaler's approval because of concerns about the stark law, that we retrospectively revalidate her contract and extend it for the same sixty (60) day period that we did with the other two (2) to allow her time to negotiate a new contract with the understanding that her previously scheduled vacation stays in place

- Mr. Ruprecht: "When would the sixty (60) days begin? I don't mean when she would go back. When does the sixty (60) day period start?"
- Dr. Glusker: "Well I would assume, or I think the simplest would be to extend from the time it would have lapsed."
- Dr. Rohr: "That would have been August 1st."
- Mr. Ruprecht: "Okay."
- Dr. Glusker: "So that makes it parallel to the other two to start."
- Mr. Ruprecht: "Thank you."
- Ms. Bruning: "So it's legal to go back after your contract has ended. It's legal to go back and say that we're going to extend that contract that ended. I thought it ended July 30."
- Mr. Miller: "July 31 or 2015 if I recall correctly."
- Dr. Harris: "It ended July 31st but I was told by the CEO that I could not have my contract extended. He absolutely said there is no way it can be extended; there is no way that the new potential contract can be modified because you all agreed to whatever was there and that there was no way the Board could meet until August 20th. He told me to suck it up and make my choice as to what I want to do. I'm not going to ever forget those words that you said to me. So the answer is yes, July 31st."
- Mr. Edwards: "Dr Harris has unfortunately misrepresented my comments. I never said suck it up, I find that offensive."
- Mr. Hogan: "Well I don't think that that level of discourse promotes anything, so moving ahead with this discussion."
- Mr. Edwards: "Sean, you may have noticed Steve Miller walk out of the room for a few minutes. He has now returned. He has talked to an attorney at Ober Kaler and I would like to give him permission to speak."
- Mr. Hogan: "Sure."
- Mr. Miller: "I'm Steve Miller and I'm currently serving as the Interim CFO. I was not a party to any of the conversations so I'm not here to speak to any of the negotiations or any of the discussions that might have occurred. In hearing the Board talk about this issue I thought it might be advisable to step outside the room and contact Ober Kaler and have them opine on some of the items that were being discussed. While I'm not an attorney, I'm going to do my best to relate the comments that I received from Ober Kaler. I described the situation that was occurring and some of the discussion, because of course as you know we have a contract with a physician. That contract lapsed on July 31, 2015, and the principal question is if we want to extend that contract at this point and offer a sixty (60) day extension for example, can we do that within the current laws governing physician contracts? In talking to Julie Cass at Ober Kaler, I was told there were actually two (2) things we could do. One is that under the current state laws the hospital is allowed what is called a six month hold over period. So if you have a contract that ends and if you continue to operate under all of the provisions of that contract, you can continue to operate legally for an additional six (6) months. So even without a formal extension the Hospital could continue under the exact same terms and conditions for an additional six (6) months. I'm not speaking of course of any negotiations or the negotiating positions the people might have taken, I'm really just talking the legalities. So that's one option. Even without doing a formal extension you could just continue to operate under the same terms and conditions. Now, any terms or conditions that change, the rate of pay changed for example, that could not happen, but as long as you continue under the same terms and conditions you could continue up to six (6) months without memorializing it in a formal agreement. Separately if the parties, in this namely the doctor and the Health Care District chose to formalize it in the form of a specific sixty (60) day extension despite the fact that the contract has already lapsed, the Hospital could legally do that if the Hospital so chose. So those are the two (2) things that I spoke to the attorney about. I didn't speak about the issues, this particular attorney wouldn't be knowledgeable about the California law relative to posting it, you know on agendas or adding it as an emergency item or anything, I didn't take up that issue. I just wanted to share that information."
- Mr. Hogan: "Are they still working back there at 10:15 at night?"
- Mr. Miller: "I've got the special line."
- Mr. Hogan: "Do you have any comments?"

- Ms. Bruning: "My question was answered by Steve."
- Community Member: "Does that include back pay?"
- Mr. Hogan: "I don't think we can do that legally."
- Mr. Ruprecht: "That does create a problem because under the stark law you cannot pay a physician for services that are not provided, and you will get into all kinds of trouble with the government."
- Community Member: "Because the others have now had an extra two (2) weeks to negotiate. By the time Diane gets back she will have lost a month of that sixty (60) days, so it seems to me that that extension should be the extra thirty (30) days that she's losing not being able to negotiate when the others have been negotiating that contract. She missed that opportunity."
- Dr. Glusker: "Thank you for the clarification and it is a good point. I would amend the motion so that the contract is extended for ninety (90) days in order to compensate as she was unable to conduct negotiation with the same time period."
- Mr. Ruprecht: "I hate to keep interrupting everybody, but we have got to get this right, because we don't want any more trouble. The law is very clear that you cannot pay a physician for services not provided."
- Dr. Harris: "I only get paid for seeing patients, and so don't worry about it."
- Mr. Miller: "As Dr. Harris rightly noted, her contract provides that she gets paid based on the patients that she sees. So extending the contract for ninety (90) days has no consequence as to back pay, there is no issue of back pay because there is no back pay to be paid. It's all predicated on services rendered, that's the way the contract works. As a point of clarification to staff, I want to make sure that we understand the motion that you're making is to extend it for ninety (90) days from the contract termination date. Correct?"
- Dr. Glusker: "Yes."
- Mr. Miller: "So, in essence through October 31, 2015 at this point."
- Dr. Glusker: "Correct."
- Mr. Edwards: "I have been a little quiet because I feel that this is a personnel issue. I want to protect the district on responding about personnel issues. It seems that we have opened a door for this, so if I speak about what I understand what happened with Dr. Harris and I, am I violating her personal rights? Because I have not heard from Dr. Harris. If she would waive any sort of liability on behalf of the district to enter into this conversation."
- Mr. Ruprecht: "You will have to ask her and see if she will."
- Mr. Edwards: "Doctor here's my question to you. Would you waive any liability on behalf of any officer or employee of the district's Hospital to talk about things that may not have been spoken as of yet?"
- Mr. Hammerstrom: "So you insult her integrity and call her a liar about what she said about you said?"
- Mr. Hogan: "Doug, hey."
- Mr. Hammerstrom: "I'm just responding to his question."
- Mr. Hogan: "You are not responding. You're being argumentative and confrontational and we're not going to have that here, because I have had your blind rage confrontations before and we're not going to get into that. This was a strict question of waiver. I don't need this meeting going there."
- Mr. Hammerstrom: "I have a right to defend against the implication that there is some dark secret that would come out in this discussion."
- Mr. Hogan: "I think you're out of order."
- Dr. Harris: "What we're asking for tonight is a continuation of the contract. That's all we're asking for and that is the item of discussion, and I don't think the other physicians had any kind of this kind of discussion. I wasn't in the other meeting so I don't know."
- Mr. Hogan: "I think the other one was done in a Closed Session."
- Mr. Hammerstrom: "So there are a couple of attorneys in this room. Do you think someone should agree to waive all liability for anything that might be said?"
- Mr. Hogan: "Like you Doug, I no longer practice; I'm not admitted to the bar anymore, I'm inactive, and I don't give legal advice."
- Mr. Hammerstrom: "So I consider it both an insult to my wife's integrity what was said by Bob Edwards, and I also consider it insulting that he would ask for this."

- Mr. Hogan: “Well I take that as a no.”
- Mr. Hammerstrom: “Are you going to take public comment on this item?”
- Mr. Hogan: “Well I tried to start public comment on this item Doug, and there is a motion on the table and the motion is to extend Dr. Harris’ contract for ninety (90) days from the day it expired to give Dr. Harris the opportunity as the others have to negotiate a new contract with the District. Did I state that correctly Peter?”
- Dr. Glusker: “Yes”
- Mr. Hogan: “And it has been seconded. Do you have a comment?”
- Mr. Hammerstrom: “I have two (2) comments. One is that we felt the sting of the separation of Diane from the other doctors and ask the maker of the motion to consider extending to the same period for all three (3) doctors in negotiation so that it isn’t separating out the doctors in terms of their time.
- Mr. Hogan: “That’s not on the table tonight Doug.”
- Mr. Hammerstrom: “The motion couldn’t be amended?”
- Mr. Ruprecht: “Do you represent those physicians?”
- Dr. Glusker: “We made the motion because of the point made about Diane being gone and essentially losing a month. The other physicians aren’t part of this; they don’t have the same issue.”
- Mr. Hammerstrom: “Then there is obvious hostility towards Diane by Bob Edwards and I ask that he designate someone else to do the negotiations.
- Mr. Hogan: “Why don’t we take a vote on the motion that is on the table? The motion on the table is to extend Dr. Harris’ contract ninety (90) days to give her the opportunity to negotiate a new contract with the District starting August 1, 2015
- Roll call
 - Ayes: Glusker, Rohr,
 - Noes: None
 - Abstain: Bruning
 - Absent: Birdsell
 - Mr. Hogan recused himself
- Motion carried

F. **ADJOURN:**

The meeting was adjourned at 7:25 p.m.

Mr. Sean Hogan, President
Board of Directors

ATTEST:

Ms. Kitty Bruning, Vice-President
Board of Directors

These minutes constitute a portion of the official record of the Board and are the written record of the proceedings. Documents distributed to the Board of Directors at the meeting are available for public review except legally privileged or confidential documents.

**BOARD OF DIRECTORS MEETING
HOSPITAL REDWOODS ROOM
THURSDAY, AUGUST 27, 2015
MINUTES**

The Board of Directors of the Mendocino Coast Health Care District met in CLOSED session at 4:30 pm in the Hospital Redwoods Room, Sean Hogan presiding.

PRESENT: Ms. Bruning, Mr. Birdsell, Dr. Glusker, Dr. Rohr, Mr. Hogan

Mr. Bob Edwards, Chief Executive Officer
Mr. Steve Miller, Interim Chief Financial Officer
Mr. John Ruprecht, Legal Counsel
Gayl Moon, Executive Assistant

ABSENT: None

1. CALL TO ORDER:

OPEN Session of the Board of Directors of the Mendocino Coast Health Care District convened at 6:00 p.m. in the Redwoods Room, Mr. Sean Hogan presiding.

2. ROLL CALL:

PRESENT: Ms. Kitty Bruning, Mr. Tom Birdsell, Dr. Peter Glusker, Dr. William Rohr, Mr. Sean Hogan
Board Members

BOARD MEMBERS ABSENT: None

ALSO PRESENT:

Mr. Bob Edwards, Chief Executive Officer
Mr. Steve Miller, Interim Chief Financial Officer
Mr. John Ruprecht, Legal Counsel
Gayl Moon, Executive Assistant

3. CLOSED SESSION MATTERS:

The Board of Directors reviewed the following items in closed session:

- A. **INFORMATION/ACTION:** CFO Job Description
 - The Board approved the contract for Wade Sturgeon
- B. **INFORMATION/ACTION:** Partnership Health Plan Agreement
 - The Board approved a modification of the Partnership Health Plan Agreement
- C. **INFORMATION/ACTION:** Three Rivers Agreement
 - This item was tabled
- D. **INFORMATION/ACTION:** Petra, ICS
 - Had discussion with the Hospital's legal counsel and the Board gave legal counsel direction on how to proceed with the possible dispute with Petra, ICS
- E. **INFORMATION/ACTION:** Labor Relations Negotiations
 - No action was taken
- F. **INFORMATION/ACTION:** August Quality Management and Improvement Council Report
 - The Board approved the August Quality Management and Improvement Council Report

- G. **INFORMATION/ACTION:** Medical Staff Credentials and Privileges Report
 - Received a Medical Staff Credentials and Privileges Report from Dr. Bellah
- H. **INFORMATION/ACTION:** Contract extension for Dr. Linda James
 - The Board approved the contract extension for Dr. Linda James
- I. **INFORMATION/ACTION:** Contract On Call extension for Dr. Linda James
 - The Board approved the On Call extension for Dr. Linda James
- J. **INFORMATION/ACTION:** Contract extension for Dr. Jack Bellah
 - The Board approved the contract extension for Dr. Jack Bellah
- K. **INFORMATION/ACTION:** Contract extension for Dr. Douglas Lister
 - The Board approved the contract extension for Dr. Douglas Lister
- L. **INFORMATION/ACTION:** Contract extension for Dr. Jennifer Kreger
 - The Board approved the contract extension for Dr. Jennifer Kreger
- M. **INFORMATION/ACTION:** Contract extension for Dr. John Cottle
 - The Board approved the contract extension for Dr. John Cottle
- N. **INFORMATION/ACTION:** Contract extension for Dr. Diane Harris
 - The Board approved the contract extension for Dr. Diane Harris

4. PUBLIC COMMENTS:

- Larry Knowles thanked the Board for extending Dr. Harris' contract.
- Bill Knapp also thanked the Board for extending Dr. Harris' contract. He expressed concern regarding the negative PR the Hospital is currently receiving.
- Scott Peterson read comments regarding MCDH and the Board of Directors from a prepared statement.
- Emmet O'Connell responded to Scott Peterson's Blood Bank comments. Emmet stated that MCDH has a blood bank. Emmet invited any interested community members to come and see the Hospital's Laboratory and all the services it offers.

5. BOARD COMMENTS:

- Mr. Hogan responded to Scott Peterson's comment regarding the Board members receiving a salary. Mr. Hogan stated that the Board does receive health benefits, but they do not receive a salary.
- Dr. Glusker and Dr. Rohr stated they receive no salary from the Hospital nor any health insurance from the Hospital.

6. ACTION: APPROVAL OF CONSENT CALENDAR: MR. SEAN HOGAN, PRESIDENT

- A. Minutes: Special Session, July 23, 2015
- B. Minutes: Special Session, July 29, 2015
- C. Minutes: Special Session, July 30, 2015
- D. Minutes: Regular Session, August 17, 2015

Policy Titles

- Diphtheria and Tetanus (Td) Vaccine
- Tetanus, Diphtheria and Pertussis (Tdap) Vaccine
- Hepatitis B VacInformation/Actioncine
- Rubeola (Measles) Immunization Policy
- Ergonomics Program
- Rubella (German Measles) Immunization Policy
- Hepatitis B Surface Antibody Testing following Hepatitis B Vaccine
- Workers Compensation Insurance Bargaining and Non Bargaining Unit Employees

- Code Red: Fire
- Safety Management Plan
- Varicella (Chicken Pox) Vaccination
- Code Pink: Infant or Child Abduction
- Code Yellow: Patient Elopement
- Code Orange: Hazardous Materials Spill/Release
- Human Resources Tri Annual Review Title Page & Table of Contents

MOTION: To approve the Consent Calendar with the removal of ‘Workers Compensation Insurance Bargaining and non Bargaining Unit Employees’

- Rohr moved
- Birdsell second
- Motion carried

7. ACTION: INTERGOVERNMENTAL (IGT) AGREEMENTS: MR. STEVE MILLER, INTERIM CFO

- Mr. Miller stated the IGT Program the Board approved in May will be funded the end of August or beginning of September. The Board has already approved funds from the LAIF account to be used for this transaction. The amount to be spent is \$459,000 plus \$92,000 administrative fee. The net cash to the Hospital will be \$354,000
- The State of California has created another IGT Program. This is a Quality Assurance Program. Mr. Miller asked the Board authorize the Hospital participate in this IGT Quality Assurance Program. He also asked the Board authorize the use of the LAIF funds to fund this IGT Program in the amount of \$55,045; plus a 20% fee of \$11,009. The net cash to the hospital will be \$44,036.
- The LAIF fund will be repaid and the excess will go into the Hospital general fund.

MOTION: To approve the Hospital participate in the IGT Quality Assurance Program in the amount of \$55,045 plus a 20% fee of \$11,009 to be funded from the LAIF Fund: the LAIF Fund to be repaid what was withdrawn and the excess to go into the Hospital’s General Operating Funds

- Rohr moved
- Glusker second
- Roll call
 - Ayes: Bruning, Birdsell, Hogan, Rohr, Glusker
 - Noes: None
 - Abstain: None
 - Absent: None
- Motion carried

8. ACTION: APPROVAL OF LAIF DRAW REQUEST FOR PAYMENT OF IGT: MR. STEVE MILLER, INTERIM CFO

- Refer to the Item #7 motion. This item was incorporated into the Item #7 Motion.

Mr. Edwards introduced Dr. Karan. Dr. Karan is now seeing patients at NCFHC. Welcome Dr. Karan!

9. INFORMATION/ACTION: MCDH HOSPITAL LICENSE, BED CLASSIFICATIONS/NUMBER OF BEDS: MR. BOB EDWARDS

- Mr. Edwards reported the Hospital received their annual facility license renewal documentation and bill. The current license states MCDH has forty-nine 49 general acute care hospital beds at \$319.90 per bed for the licensure fee. MCDH has been a Critical Access Hospital for several years limited to twenty-five 25 beds.

- Mr. Edwards asked for the Board's approval to change from a forty-nine 49 bed facility to a twenty-five bed facility for a savings of \$7,677.60.

MOTION: To give guidance to the CEO to notify the State of California and correct the number of beds that this facility operates

- Birdsell moved
- Bruning second

Swing beds are part of the twenty-five (25) bed total. The nurse call system would go from the need for forty-nine (49) beds to twenty-five (25) beds. The understanding was when MCDH went from a forty-nine (49) bed hospital to the twenty-five (25) bed Critical Access Hospital, twenty-four (24) beds were suspended in case MCDH ever needed to reinstate those beds.

Discussion ensued.

- Motion carried

10. INFORMATION/ACTION: NICHOLS MELBURG & ROSETTA & OSHPD DISCUSSION: MR. BOB EDWARDS, CEO

- Mr. Edwards has been in touch Steve Gonzales with Nichols Melburg & Rosetta (NMR) Architects regarding the performance and air changes of the existing HVAC systems serving the two operating rooms, a technical review of the design along with field verification and performance measurements were conducted by LP Consulting Engineers at the request of hospital management. The following is a summary of the observations contained in the report:
 - The existing installed HVAC systems were not reviewed or approved by OSHPD prior to being installed.
 - Existing record documents do not accurately depict the existing HVAC system type and configuration.
 - Existing measured airflows are below the required air changes per the California Mechanical Code.
 - Existing final filtration does not meet the requirements per the California Mechanical Code.
 - The existing HVAC systems are unable to maintain humidity set points. Humidity levels routinely increase above the required range per the California Mechanical Code.
- The Hospital needs to address the OSHPD situation before the end of August.
- NMR is aware that MCDH does not want to continue with Aspen Street Architects as the designers of record; they suggested two (2) possible options in which design responsibility can be transferred to NMR and NMR would complete the project and obtain beneficial occupancy for MCDH.
 - ✓ Option One – NMR would become executive architect and assist MCDH and Aspen Street in obtaining an OSHPD permit for replacement of the OR HVAC systems. NMR would review Aspen Street's drawings and specifications, ILSM and infection control measures, and project approach and provide comments to Aspen Street on changes to be incorporated prior to OSHPD approval. After OSHPD approval, NMR would supplant Aspen Streets entire design team and take over the bidding and construction administration phases. If Aspen Street was unwilling to work under this arrangement the supplantation could take place after the first round of OSHPD comments were received. The advantage to this approach is it saves time compared with Option Two which essentially starts the entire design process over from scratch. Total Fee for both phases - \$39,000.00
 - ✓ Option Two – Aspen Street's design is rejected by OSHPD during triage. In this scenario NMR would take over as the design team of record immediately and work with OSHPD on a new application for plan review and submit a new set of construction documents to OSHPD for review as soon as practical. This is likely to be the more costly option in terms of total design fees paid by MCDH and would take longer than Option One to move into construction. Total fee for both phases - \$75,000.00
- Discussion ensued.

MOTION: To direct management to move forward with Option Two of the NMR Proposal for the not to exceed amount of \$75,000 expeditiously

- Rohr moved
- Birdsell second
- Roll call
 - Ayes: Bruning, Birdsell, Hogan, Rohr, Glusker
 - Noes: None
 - Absent: None
 - Abstain: None
- Motion carried

11. ACTION: DETERMINE MCDH NEGOTIATOR FOR DR. DIANE HARRIS' CONTRACT: MR. SEAN HOGAN, PRESIDENT

- Mr. Hogan stated when the Board extended Dr. Harris' contract, it was requested by Dr. Harris that the Board appoint a different negotiator to negotiate her contract.
- Mr. Edwards feels it should be the role of management to negotiate contracts. He stated that if he can't negotiate the contract that he could assign the CFO perhaps to do so.
- Mr. Edwards said that another possibility would be to ask Steve Smith, the Hospital's attorney in healthcare law to do the negotiation; however this would be very costly.
- Mr. Edwards would prefer management to negotiate Dr. Harris' contract.
- Discussed possible alternatives to negotiating Dr. Harris' contract, such as using a mediator.

MOTION: To ask current management and Dr. Harris to go back to the table and if either one or both parties decide that they can't have a fruitful conversation then the Board authorize both parties to select an independent mediator they both agree upon and they can split the cost of the mediator in one more attempt to achieve a contract

- Rohr moved
- Glusker second
- If Dr. Harris refuses to pay for her portion of the mediation, then it stops. The Board recently extended Dr. Harris' contract through December 2015.
- Roll call
 - Ayes: Bruning, Glusker, Rohr, Hogan
 - Noes: Birdsell
 - Absent: None
 - Abstain: None
- Motion carried

12. INFORMATION/ACTION: BOARD DISCUSSION REGARDING ADDING EMERGENCY ITEMS TO BOARD AGENDAS: MR. JOHN RUPRECHT, LEGAL COUNSEL

- Mr. Hogan stated there are some state laws regarding what can be added to an agenda and what constitutes an emergency.
- Mr. Hogan researched government code sections. There are three (3) different types of meetings.
 - 1) Regularly scheduled meetings.
 - 2) Special Board meetings are meetings called by the Chair or by three (3) Board Members.
 - 3) Emergency meetings which are called for emergencies.
- Each of these types of meetings has different notice requirements and different requirements for how they are conducted.
- An emergency is defined as a work stoppage, crippling activity or other activity that severely impairs public health, safety or both as determined by a majority of the members of the legislative body. A dire emergency is a crippling disaster, mass destruction, terrorist act, etc. These meetings

can be called without complying with the 24 hour notice to post agendas and the notice requirements; however the media outlets/press need to be called at least one (1) hour ahead of time.

- A special meeting of the Board of Directors is called by the Chair or three (3) Board Members asking to call the meeting. The meeting has to have a twenty-four (24) hour notice agenda posted and media outlets/press notified. The call and notice shall specify the time and place of the special meeting and the business to be transacted or discussed. No other business shall be considered at these meetings by the legislative body.
- Mr. Hogan stated that the Board meeting which was held on August 17th was a special meeting of the Board of Directors and at that meeting the Board took a non agenda item and added it to the agenda in violation of California Code Section §54956. Mr. Hogan added that as he reads this statute, the Board cannot add an agenda item to a special board meeting.
- The regular meeting that has a seventy-two (72) hour notice requirement has a provision where things can be added to the agenda which is an emergency situation as defined in the code section that defines emergency situations. The legislative body may take action on items of business not appearing on the posted agenda under the following conditions: 1) determination by a majority vote of the legislative body that an emergency situation exists, as defined in Section 54956.5 2) Upon a determination by a two-thirds vote of the members of the legislative body present at the meeting, or if less than two-thirds of the members are present, a unanimous vote of those members present.
- Mr. Hogan stated that he thinks this Board has done some things that really weren't appropriate such as adding things to the agenda. I wanted to bring this to everyone's attention and we have the code sections here and so we know what we're dealing with. That is the reason for this agenda item.
- Mr. Ruprecht stated that that Mr. Hogan is correct on what the code sections say.
- Discussion ensued.
- No action was taken.

13. ACTION/INFORMATION: MCDH PRIMARY CARE PHYSICIAN BOILERPLATE CONTRACT DISCUSSION: MR. JOHN RUPRECHT, LEGAL COUNSEL

- Mr. Ruprecht stated on June 25th of this year the Board the form of the primary care physician boilerplate contract which was drafted by Ober Kaler, the contract specialist in Baltimore and Washington DC. Mr. Ruprecht also approved the contract. At that time the motion was to approve the physician boilerplate contract, but since that time there has been a great deal of confusion as to what the procedure for finally adopting the contract was.
- Gayl typed up the transcript of the hearing. I think what is really important is that toward the end of the discussion Mr. Hogan said that what is on the agenda is the format, what is not on the agenda is the procedure by which the Hospital hires physicians. Mr. Hogan went on to say why don't we put the procedure on next month's agenda to clarify and establish when the Hospital brings a new physician, how it is going to be done.
- Mr. Ruprecht stated that when the Board voted to approve this, they may have been voting to approve the form of the contract, but not necessarily the procedure by which it would be approved. There has been some confusion about how that would occur.
- Discussion ensued regarding the procedure to approve physician contracts, which included actions during the Physician Ad Hoc Meeting to approve the boilerplate physician agreement for new and existing physician requirements.

**14. ACTION: STATISTICAL/FINANCE REPORT, JULY 2015: DR. WILLIAM ROHR
July Consolidated Highlights**

- The Net Loss from Operations was \$(36,872).
- The debt service coverage ratio was computed to be 1.03; no longer in compliance with the bond covenant ratio requirement of 1.25 due to continuing losses from operations and the income statement effect of recording the bankruptcy.

- All entries associated with the bankruptcy have now been recorded, with the exception of the entry to record the settlement of AP claims in excess of \$5,000. That entry is pending the determination of specific claim amounts pursuant to the Plan of Adjustment, some of which claims are in dispute. This last remaining entry will be recorded as part of the FY 2015 audit.
- Dr. Rohr gave a power point presentation on Finance trending.

MOTION: To approve the Finance & Statistical Report for July 2015

- Glusker moved
- Birdsell second
- Motion carried

15. ACTION: MEDICAL STAFF REPORT: DR. JOHN KERMEN

A. Appointments to Medical Staff

1. Pankaj Karan, MD-Department of Medicine-Hospitalist Service and North Coast Family Health Center
2. James Michael Sandys, MD-Department of Medicine-North Coast Family Health Center
3. Chunwen Teng, DO-Department of Medicine-Emergency Department

MOTION: After careful consideration recommend Appointment to Medical Staff for Pankaj Karan, MD: James Michael Sandys, MD: Chunwen Teng, DO

- Rohr moved
- Glusker second
- Motion carried

B. Temporary Privileges

1. Pankaj Karan, MD-Department of Medicine-Hospitalist Service and North Coast Family Health Center (July 24-Aug 31, 2015)
2. James Michael Sandys, MD-Department of Medicine-North Coast Family Health Center (August 3-13, 2015)

MOTION: After careful consideration recommend Appointment of Temporary Privileges for Pankaj Karan, MD: James Michael Sandys, MD

- Rohr moved
- Glusker second
- Motion carried

C. Locum Tenens Coverage

1. Anthony Cappelli, MD-Department of Surgery-Obstetrics-Gynecology (August 14-25, 2015)
2. Steven Shu, MD,-Department of Medicine-Hospitalist Service (August 3-13, 2015)

MOTION: After careful consideration recommend approval of Locum Tenens Coverage for Anthony Cappelli, MD: Steven Shu, MD

- Birdsell moved
- Rohr second
- Motion carried

D. Completion of Proctoring Allied Health Professional Staff

4. Kei Velazques, NP, CNM-Department of Medicine-North Coast Family Health Center

MOTION: After careful consideration recommend approval of Completion of Proctoring Allied Health Professional Staff for Kei Velazques, NP, CNM

- Rohr moved
- Birdsell second
- Motion carried

E. Re-Appointments to Medical Staff

1. Timothy Nicely, MD-Department of Medicine Emergency Department

MOTION: After careful consideration recommend approval of Re-Appointments to Medical Staff for Timothy Nicely, MD

- Birdsell moved
- Rohr second
- Motion carried

16. HOME HEALTH QUARTERLY REPORT: MS. JUNICE WILSON

- 2ND Quarter 2015 Admission – April 31: May 28: June 32
- 2nd Quarter 2015 Re-admissions to hospital with CHF – MCHH rate 11%: State 19.2%: Nation 25.3%
- 2nd Quarter 2015 RE admissions to hospital – MCHH 6%: State 18.7%: Nation 24.2%
- 2nd Quarter 2015 Patient satisfaction survey – Bench mark above 1.0: MCHH 1.08
- 2nd Quarter 2015 Average length of stay – MCHH 19.6 days: State 46.3: Nation 65.1
- 2nd Quarter 2015 Average visits per case – MCHH 6.6: State 19.3: Nation 25.4
- Full-time Physical Therapist Marci Lazarus resigned in July
- Thank s to Sheri Hackly who is per diem for stepping up in August until a traveler arrives 8/31
- Thanks to Friends of Hospice for taking over the expense of the Grief Recovery Support Group
- This is vital to our community, meeting weekly and Tanya Wyldflower continues to be the facilitator.
- Trends for MCHH:
 - ✓ Weekly meetings with RN staff and NCFHC and MCC
 - ✓ Outreach to physician providers in Santa Rosa, Ukiah and San Francisco

17. CNO REPORT: MS. TERRY MURPHY

- Refer to the attached report as part of these minutes.

18. CEO REPORT: MR. BOB EDWARDS, CEO

- The new CFO, Wade Sturgeon will begin on September 14.
- The new HR Director, Ellen Hardin will begin on September 14.
- Thanks to Steve Miller for being Interim CFO for the last nine months.
- Thanks to JoAnne Abreu for serving as Interim HR Director. JoAnne was the first choice to be the permanent HR Director, but she wants to retire in the next few months.
- The Hospital will have a chili cook-off on September 17.
- The Hospital's fall rate is half of what it was a few months ago.
- The patient experience report. There is a direct correlation between profitability and patient experience.
- The ER: of 33 categories, 29 are green.
- The inpatient overall rating changes from red, which is the lowest is at 81.8%.
- Congratulations to nursing for doing hourly rounding.
- Thanks to discharge planning for calling patients after they are discharged.
- RPG is making a big difference.
- Winesong! Will take place on September 11 &12. This year's fund-a-cause proceeds will purchase bed side ID scanners.
- The Wellness Fair will take place on October 18.
- The electrical survey report should be back in three weeks.
- Mr. Edwards spoke to the residents at the Lodge at the Woods.
- Mr. Edwards is now a member of the City of Fort Bragg Oversight Committee.

19. PLANNING COMMITTEE REPORT: MR. TOM BIRDELL

- There was no Planning Committee Meeting in July as the final strategic plan from QHR is not yet complete.
 - The Planning Committee will meet on Tuesday, September 15 at 5:00 p.m.
20. **ACTION/INFORMATION: JPA REPORT; MR. TOM BIRDSELL**
- The next JPA meeting is scheduled to take place on Tuesday, September 15 at 6:00 p.m.
21. **ACTION: APPROVAL OF ALYSOUN HUNTLEY FORD FUND DRAW**
- The Alysoun Huntley Ford Fund is a Board designated fund left to the Hospital for purposes of funding some respite for caregivers of patients who are dying at home. Each draw request is for up to \$2,000.00.
- There were no requests.
22. **ASSOCIATION AND COMMUNITY SERVICE REPORTS: BOARD MEMBERS**
- There were no reports.
23. **PUBLIC COMMENTS:**
- The Foundation was happy to fund the portable x-ray.
 - The Board thanked Steve Miller, Interim CFO for everything he has done for the Hospital.
24. **ADJOURN:**
- Meeting adjourned at 8:40 p.m.

Peter Glusker, MD, Secretary
Board of Directors

Gayl Moon, Secretary to the
Board of Directors

**MENDOCINO COAST HEALTH CARE DISTRICT
BOARD OF DIRECTORS
SPECIAL SESSION
FORT BRAGG, CA
THURSDAY, SEPTEMBER 17, 2015**

1. CALL TO ORDER:

CLOSED Session of the Board of Directors of the Mendocino Coast Health Care District convened at 4:30 p.m. at 700 River Drive, Fort Bragg, CA 95437: President Sean Hogan presiding

- 2. ROLL CALL:** Hogan, Bruning, Rohr, Glusker, Birdsell
ABSENT: None

3. COMMENTS FROM THE COMMUNITY

There were no comments from the community.

4. CLOSED SESSION:

A. **INFORMATION/ACTION:** Pursuant to §32155 of the Health and Safety Code Quality Management and Improvement Council Reports

5. RECONVENTION OF OPEN SESSION:

- 6. ROLL CALL:** Hogan, Bruning, Rohr, Glusker, Birdsell
ABSENT: None

REPORT OUT OF CLOSED SESSION

- **INFORMATION/ACTION:** Pursuant to §32155 of the Health and Safety Code Quality Management and Improvement Council Reports
 - The Board unanimously approved the IQM Report

A. **ACTION: CONSENT CALENDAR**

- Approval of Board of Director meeting minutes of August 27, 2015
- Toshiba Service Agreement
- Delta Physician Placement Agreement
- Policies & Procedures
 - Mandatory Flu Vaccination Policy
 - Drug Information Services
 - Stat and Emergency Medication
 - Workers Compensation Insurance Bargaining and Non Bargaining Unit Employees
 - Ergonomic Injury Prevention Program
 - North Coast Family Health Center Emergency Medication Supply
 - In-Service/Department Meetings and Continuing Education
 - Impairment of or Theft by Pharmacy Employees
 - General Information About Laboratory Services for Nursing Areas
 - Annual Review of the Anesthesia Service Policy & Procedure Manual

Dr. Rohr requested the removal of the “Mandatory Flu Vaccination Policy” and also requested that it be put on the September 24 Board Agenda under Open Session.

MOTION: To approve the Consent Calendar with the removal of the “Mandatory Flu Vaccination Policy”

- Rohr moved
- Glusker second
- Roll call

- Ayes: Glusker, Hogan, Rohr, Bruning, Birdsell
- Noes: None
- Absent: None
- Abstain: None
- Motion carried

B. INFORMATION/ACTION: BANK RESOLUTION 2015-6: MR. WADE STURGEON

- These bank resolutions are to add Wade Sturgeon, the Hospital's new CFO as a signatory to MCDH's bank accounts.

MOTION: To approve Bank Resolution 2015-6

- Rohr moved
- Glusker second
- Roll call
 - Ayes: Glusker, Hogan, Rohr, Bruning, Birdsell
 - Noes: None
 - Absent: None
 - Abstain: None
- Motion carried

C. INFORMATION/ACTION: RESOLUTION 2015-7: MR. WADE STURGEON

MOTION: To approve Bank Resolution 2015-7

- Rohr moved
- Glusker second
- Roll call
 - Ayes: Glusker, Hogan, Rohr, Bruning, Birdsell
 - Noes: None
 - Absent: None
 - Abstain: None
- Motion carried

D. INFORMATION/ACTION: RESOLUTION 2015-8: MR. WADE STURGEON

MOTION: To approve Resolution 2015-7

- Birdsell moved
- Rohr second
- Roll call
 - Ayes: Glusker, Hogan, Rohr, Bruning, Birdsell
 - Noes: None
 - Absent: None
 - Abstain: None
- Motion carried

E. INFORMATION/ACTION: APPOINTMENT OF AUDITOR FOR FY 2015 AUDIT: MR. WADE STURGEON, CFO

- Mr. Sturgeon recommended the appointment of JWT & Associates, LLP as the auditor for FY 2015.

MOTION: To appoint JWT & Associates, LLP as the auditor for FY 2015 for the amount of \$27,000

- Glusker moved
- Bruning second
- Roll call
 - Ayes: Glusker, Hogan, Rohr, Bruning, Birdsell

- Noes: None
- Absent: None
- Abstain: None
- Motion carried

F. **INFORMATION/ACTION: APPROVAL OF SMALL RURAL HOSPITAL IMPROVEMENT PROGRAM (SHIP) GRANT AGREEMENT AMENDMENT FOR FY 2015 AUTHORIZING BOB EDWARDS, CEO TO SIGN CONTRACTS AND INVOICES FOR THE HOSPITAL: MR. BOB EDWARDS, CEO**

- Mr. Edwards explained that the SHIP Grant this would allow the Hospital to have a payment mechanism to do a charge description master review; the SHIP Grant will pay for this review. The state needs to someone authorized to sign contracts and invoices for payment.
- Mr. Bob Edwards, CEO requested the Board approve himself for the signing authority; but with the approval to allow Mr. Wade Sturgeon, CFO to sign in the CEO's absence.

MOTION: To approve the Small Rural Hospital Improvement Program authorization to bind and for Bob Edwards, CEO to be the designee and authorized to sign on behalf of the Board and to approve Wade Sturgeon, CFO have signing authority in Bob Edwards', CEO absence

- Rohr moved
- Birdsell second
- Roll call
 - Ayes: Glusker, Hogan, Rohr, Bruning, Birdsell
 - Noes: None
 - Absent: None
 - Abstain: None
- Motion carried

G. **INFORMATION/ACTION: APPROVAL OF ALYSOUN HUNTLEY FORD FUND DRAW**

- There were no Alysoun Huntley Ford Fund draw requests.

H. **ASSOCIATION AND COMMUNITY SERVICE REPORTS**

- There were no association and community service reports.

I. **COMMENTS FROM THE COMMUNITY**

- There were no comments from the community.

J. **BOARD COMMENTS**

- There were no Board comments.

Mr. Edwards introduced Wade Sturgeon, the Hospital's new CFO and Ellen Hardin, the Hospital's new HR Director.

K. **ADJOURN:**

The meeting was adjourned at 6:23 p.m.

Mr. Sean Hogan, President
Board of Directors

ATTEST:

Ms. Kitty Bruning, Vice-President
Board of Directors

These minutes constitute a portion of the official record of the Board and are the written record of the proceedings. Documents distributed to the Board of Directors at the meeting are available for public review except legally privileged or confidential documents.

**BOARD OF DIRECTORS MEETING
HOSPITAL REDWOODS ROOM
THURSDAY, SEPTEMBER 24, 2015
MINUTES**

The Board of Directors of the Mendocino Coast Health Care District met in CLOSED session at 5:45 pm in the Hospital Redwoods Room, Sean Hogan presiding.

PRESENT: Ms. Bruning, Mr. Birdsell, Dr. Glusker, Dr. Rohr, Mr. Hogan

Mr. Bob Edwards, Chief Executive Officer
Mr. Wade Sturgeon, Chief Financial Officer
Mr. John Ruprecht, Legal Counsel
Gayl Moon, Executive Assistant

ABSENT: None

1. CALL TO ORDER:

OPEN Session of the Board of Directors of the Mendocino Coast Health Care District convened at 6:00 p.m. in the Redwoods Room, Mr. Sean Hogan presiding.

2. ROLL CALL:

PRESENT: Ms. Kitty Bruning, Mr. Tom Birdsell, Dr. Peter Glusker, Dr. William Rohr, Mr. Sean Hogan
Board Members

BOARD MEMBERS ABSENT: None

ALSO PRESENT:

Mr. Bob Edwards, Chief Executive Officer
Mr. Wade Sturgeon, Chief Financial Officer
Mr. John Ruprecht, Legal Counsel
Gayl Moon, Executive Assistant

3. CLOSED SESSION MATTERS: Pursuant to California Government Code §54954.5 and §32155 of the Health and Safety Code Medical Staff Credentials and Privileges Review

The Board of Directors reviewed the following items in closed session:

A. **INFORMATION/ACTION:** Medical Staff Credentials and Privileges Report

- The Board received a Medical Staff Credentials and Privileges Report. No action was taken.

4. PUBLIC COMMENTS:

- There were no public comments.

5. BOARD COMMENTS:

- There were no Board comments.

6. ACTION: APPROVAL OF CONSENT CALENDAR: MR. SEAN HOGAN, PRESIDENT

A. Minutes: Special Session, September 17, 2015

B. Policies & Procedures

Policy Titles

- Infection Control Program: Goals and Objectives

MOTION: To approve the Consent Calendar

- Birdsell moved
- Bruning second
- Motion carried

7. INFORMATION: INTRODUCTION OF WADE STURGEON, CFO: ELLEN HARDIN, CHIEF OF HUMAN RESOURCES: RICHARD PADILLA, DI MANAGER: MR. BOB EDWARDS, CEO

- Mr. Edwards introduced Wade Sturgeon, CFO: Ellen Hardin, Chief of Human Resources: Richard Padilla, DI Manager

8. ACTION/INFORMATION: DISCUSSION REGARDING THE MANDATORY FLU VACCINATION POLICY: DR. BILL ROHR

- This policy would insure that people who work directly with patients be vaccinated. Dr. Rohr felt there was no provision to allow for people who have known reactions to avoid the vaccine.
- Emmet O'Connell stated that this flu policy stems from the Hospital's goal to protect vulnerable patients from transmissible diseases like influenza. This policy is in alignment with national initiatives to do the very thing we are trying to do tonight. The Advisory Committee for Immunization and Practices recommends that all healthcare workers receive annual flu vaccinations. This program established by the Federal Government wants to see the vaccination rate among healthcare workers at 90%.
- Discussion ensued.
- This item will be added to the agenda of the next Board Meeting.

9. INFORMATION/ACTION: EXCHANGE SERVER: MR. WADE STURGEON, CFO

- Currently and for many years, MCDH email has been hosted by Mendocino Community Network. All email sent and received by MCDH users, including internal email, are sent through the internet to the MCN mail servers.
- With the increased number of users and the evolution of email into a primary communication medium, relying on a hosted email solution has become an increasing challenge. For example, if a user needs to send a confidential message, even to another internal user, they must take the manual step of creating an encrypted PDF or ZIP file, and sharing the password with the likelihood of PHI being sent unencrypted, exposing MCDH to HIPAA violations.

Other benefits include:

- Shared calendars, a long needed feature for MCDH users, allow a user to view availability of others before scheduling meetings or appointments, eliminating time consuming process of contacting individuals for availability.
- The address books and distribution lists would be centralized, eliminating the need for individual users to maintain the enterprise distribution lists.
- During internet outages, email communication among in-house hospital users remains available as a communication medium. Currently, email communication is not available during a power outage.

Following is a cost estimate:

✓ Server Hardware	\$11927.84
✓ Windows & Exchange Server Licensing (2)	2901.42
✓ Exchange Client Licensing (300)	18471.00
✓ HP 10gb fiber switch (redundant connection) (2)	16773.68
✓ Fiber Trunk, AJ Datacenter to DI datacenter (FB Elect)	7387.00

Total Capital Cost -----
\$57460.92

New Annual Maintenance/Subscription Costs:

ZixCorp HIPAA compliant secure email & PHI filtering 11487.53 annually (3 yr. commitment, 25% additional for 1 year commitment)
Server Hardware, after initial 3 year warranty Approx 1200.00 annually (beginning in 2018)

MOTION: To approve purchase of the Exchange Server in the amount of \$57,460.92

- Glusker moved
- Rohr second
- Roll call
 - Ayes: Birdsell, Hogan, Bruning, Rohr, Glusker
 - Noes: None
 - Absent: None
 - Abstain: None
- Motion carried

10. INFORMATION/ACTION: PROCEDURE FOR HIRING PHYSICIANS: MR. BOB EDWARDS, CEO

- Mr. Edwards presented a policy entitled “MCDH Physician Agreement Process to the Board.
- Discussion ensued.
- Mr. Hogan and Dr. Rohr will meet with Mr. Edwards and Mr. Sturgeon to discuss some issues with this policy. Mr. Edwards requested that Steve Smith with Ober Kaler phone into the meeting as well.

MOTION: To table this issue until Mr. Edwards, Mr. Sturgeon, Mr. Hogan and Dr. Rohr and Steve Smith, Ober Kaler meet to discuss issue

- Rohr moved
- Birdsell second
- Motion carried

11. ACTION: STATISTICAL/FINANCE REPORT, AUGUST 2015: DR. WILLIAM ROHR

August Consolidated Highlights

- The Net Income from Operations was \$66,231.
- The debt service coverage ratio was computed to be 1.05; no longer in compliance with the bond covenant ratio requirement of 1.25 due to continuing losses from operations and the income statement effect of recording the bankruptcy.
- All entries associated with the bankruptcy have now been recorded, with the exception of the entry to record the settlement of AP claims in excess of \$5,000. That entry is pending the determination of specific claim amounts pursuant to the Plan of Adjustment, some of which claims are in dispute. This last remaining entry will be recorded as part of the FY2015 audit.
- Dr. Rohr gave a power point presentation on Finance trending.

MOTION: To approve the Finance & Statistical Report for August 2015

- Rohr moved
- Birdsell second
- Motion carried

12. ACTION: MEDICAL STAFF REPORT: DR. JOHN KERMEN

A. Appointments to Medical Staff

1. Camelia Wogu, MD – Department of Medicine-Hospitalist Service

MOTION: After careful consideration recommend Appointment to Medical Staff for Camelia Wogu, MD

- Bruning moved
- Birdsell second
- Motion carried

B. Temporary Privileges

1. Camelia Wogu, MD – Department of Medicine-Hospitalist Service
2. Joseph Martin, PA-C-(Allied Health Practitioner)-Department of Medicine-Oncology/Hematology

MOTION: After careful consideration recommend Appointment of Temporary Privileges for Camelia Wogu, MD: Joseph Martin, PA-C

- Birdsell moved
- Bruning second
- Motion carried

C. Locum Tenens Coverage

1. Thuyen Tran, MD- Department of Medicine-Radiology

MOTION: After careful consideration recommend approval of Locum Tenens Coverage for Thuyen Tran, MD

- Birdsell moved
- Bruning second
- Motion carried

D. Appointment to Allied Health Professionals

1. Joseph Martin, PA-C

MOTION: After careful consideration recommend approval to Allied Health Professional Joseph Martin, PA-C

- Bruning moved
- Birdsell second
- Motion carried

E. Resignation from Medical Staff (AHP)

1. Nicole Sweeny, PA-C- Department fo Medicine-AHP-North Coast Family Health Center

MOTION: After careful consideration recommend approval of Resignation from Medical Staff (AHP) for Nicole Sweeny, PA-C

- Rohr moved
- Birdsell second
- Motion carried

13. CNO REPORT: MS. TERRY MURPHY

- Refer to the attached report as part of these minutes.

14. CEO REPORT: MR. BOB EDWARDS, CEO

- Winesong! was wonderful, and the fund-a-cause raised \$122,000 which will enable the Hospital to purchase a bedside medication monitoring device.
- The Hospital's annual Health Fair will take place on Saturday October 17.
- The Hospital had a chili cook-off recently with the winners being:
 - ✓ Heide Faivre in the Vegan category
 - ✓ Evelyn Anderson in the Best category

- ✓ Maria Segura in the Hot/Spicy category: Maria was also the overall winner and will compete in the Food Bank Chili Cook-off on October 17
- Physician recruitment efforts continue.
- Bob spoke to Soroptimist last week.
- Town Hall Meetings will take place on Monday, September 28.
- October is Mammography month. The Hospital will reduce the price of mammographys to \$185.00 for a bilateral screening and \$115.00 for a unilateral screening. The Soroptimist Noyo Sunrise group will provide a pink rose to every woman who comes and gets a mammogram in October.
- The Hospital had a state bio-hazard survey today and it went well.
- Next week Bob will attend the Hospital Council of Central and Northern California Conference.

15. PLANNING COMMITTEE REPORT: MR. TOM BIRDSELL

- The Planning Committee was anticipating a nice Strategic Plan proposal from QHR with the priorities laid out for them to discuss. Mr. Birdsell was disappointed with the results from QHR.
- Mr. Edwards put a together a list of objectives and sub objectives: there were many different opinions and much discussion among the committee members with no solution at the Planning Committee Meeting.
- Mr. Birdsell asked Mr. Edwards to propose what the core strategic objectives need to be year 1, year 2, year 3 and what needs to be tackled.
- The Planning Committee will meet twice in October, once on October 12 and then on October 13. On October 12 they will discuss the Parcel Tax and on October 13 the topic will be the Strategic Plan.

16. ACTION/INFORMATION: JPA REPORT; MR. TOM BIRDSELL

- The JPA did not meet. There was no report.

17. ACTION: APPROVAL OF ALYSOUN HUNTLEY FORD FUND DRAW

The Alysoun Huntley Ford Fund is a Board designated fund left to the Hospital for purposes of funding some respite for caregivers of patients who are dying at home. Each draw request is for up to \$2,000.00.

- There were no requests.

18. ASSOCIATION AND COMMUNITY SERVICE REPORTS: BOARD MEMBERS

- There were no reports.

19. PUBLIC COMMENTS:

- Steve Lund thanked everyone who volunteered at Winesong!
- Steve stated thanked Jeri Erickson for her years of hard work and dedication she has given Winesong! and wished her well on her new endeavors.

20. ADJOURN:

Meeting adjourned at 7:50 p.m.

Peter Glusker, MD, Secretary
Board of Directors

Gayl Moon, Secretary to the
Board of Directors

**BOARD OF DIRECTORS MEETING
HOSPITAL REDWOODS ROOM
THURSDAY, OCTOBER 22, 2015
MINUTES**

The Board of Directors of the Mendocino Coast Health Care District met in CLOSED session at 5:00 pm in the Hospital Redwoods Room, Sean Hogan presiding.

PRESENT: Ms. Bruning, Mr. Birdsell, Dr. Glusker, Dr. Rohr (via video conference), Mr. Hogan

Mr. Bob Edwards, Chief Executive Officer
Mr. Wade Sturgeon, Chief Financial Officer
Gayl Moon, Executive Assistant

ABSENT: None

1. CALL TO ORDER:

OPEN Session of the Board of Directors of the Mendocino Coast Health Care District convened at 6:00 p.m. in the Redwoods Room, Mr. Sean Hogan presiding.

2. ROLL CALL:

PRESENT: Ms. Kitty Bruning, Mr. Tom Birdsell, Dr. Peter Glusker, Dr. William Rohr (via video conference), Mr. Sean Hogan
Board Members

BOARD MEMBERS ABSENT: None

ALSO PRESENT:

Mr. Bob Edwards, Chief Executive Officer
Mr. Wade Sturgeon, Chief Financial Officer
Gayl Moon, Executive Assistant

3. CLOSED SESSION MATTERS:

The Board of Directors reviewed the following items in closed session:

- A. **INFORMATION/ACTION:** Medical Staff Credentials & Privileges Report
 - The Board received a Medical Staff Credentials and Privileges Report. No action was taken.
- B. **INFORMATION/ACTION:** October Quality Management and Improvement Council Report
 - The Board unanimously approved the October Quality Management and Improvement Council Report
- C. **INFORMATION/ACTION:** Dr. Peter Glusker
 - No action was taken

The Board will reconvene Closed Session after Open Session and discuss the physician contracts listed below

- D. **INFORMATION/ACTION:** Contract for Dr. John Cottle
 - To be discussed at the reconvention of Closed Session after Open Session
- E. **INFORMATION/ACTION:** Contract for Dr. Jack Bellah
 - To be discussed at the reconvention of Closed Session after Open Session

- F. **INFORMATION/ACTION:** Contract for Dr. Jennifer Kreger
 - To be discussed at the reconvention of Closed Session after Open Session
- G. **INFORMATION/ACTION:** Contract for Dr. Linda James
 - To be discussed at the reconvention of Closed Session after Open Session
- H. **INFORMATION/ACTION:** Contract for Dr. Douglas Lister
 - To be discussed at the reconvention of Closed Session after Open Session

4. PUBLIC COMMENTS:

- Charlie Engel commented on concerns he has with the Hospice Thrift Store.

5. ACTION: REVIEW OF THE AGENDA

- Mr. Hogan stated there are two (2) items that are changed on this published agenda.
 - ✓ Under New Business is the addition of “Consideration of HRG Contract” for new medical coding requirements that require immediate action, but the contract was not available until after the original agenda was posted. Mr. Ruprecht, Legal Counsel stated this item should be added to the agenda.
 - ✓ Dr. McCullough needs to be added to the Medical Staff Privileges for extension through January 31, 2016. This will be added under Medical Staff.

MOTION: To approve the agenda with the two (2) additions

- Roll call
 - Ayes: Bruning, Birdsell, Glusker, Rohr, Hogan
 - Noes: None
 - Absent: None
 - Abstain: None
- Motion carried

6. BOARD COMMENTS:

- Dr. Rohr thanked the IT Department for allowing him to video conference into the meeting.

7. ACTION: APPROVAL OF CONSENT CALENDAR: MR. SEAN HOGAN, PRESIDENT

A. Minutes: Regular Session, September 24, 2015

B. Policies & Procedures

Policy Titles

- Cancellation Rotation
- Floating of Registered Nurses
- Nursing Representation on Hospital Committees & Groups
- General Staffing Guidelines
- 24-hour Staffing Report
- Interdepartmental Roles and Responsibilities
- Corner Notification
- Designation of “Acting” Chief of Patient Care Services in the Absence of the Chief of Patient Care Services
- Standardized Procedures
- Hazardous Materials Management Plan
- Hazardous Materials Spills
- Hazardous Materials Management Plan (Hazard Communications Standard)
- Emergency Handling of Casualties Exposed to Hazardous Materials and Decontamination Procedures
- Pesticides
- Ordering/Receiving/Storage of Hazardous Materials

- Hazard Vulnerability Analysis
- Earthquake Safety Rules
- Life Safety- Management Plan
- Life Safety- Interim Construction
- Medical Equipment Management Plan
- Product Recall
- Utilities Systems Management Plan
- Restraint and Seclusion

MOTION: To approve the Consent Calendar

- Bruning moved
- Birdsell second
- Motion carried

8. INFORMATION/ACTION: APPROVAL OF BOARD MEETING DATE CHANGES FOR NOVEMBER AND DECEMBER 2015: MR. SEAN HOGAN, CHAIR

- The Board discussed moving the November and December Board Meeting dates as they currently both fall on holidays.

MOTION: To have the November Board Meeting on Thursday December 3, 2015

- Birdsell moved
- Bruning second
- Motion carried

MOTION: To have the December Board Meeting on Thursday January 7, 2016

- Bruning moved
- Birdsell second
- Motion carried

9. ACTION/INFORMATION: AUTHORIZATION TO MOVE FORWARD ON PARCEL TAX: MR. TOM BIRDSSELL

- Mr. Birdsell stated the Planning Committee met on October 12 to discuss the Parcel Tax. They met on October 13 to discuss the Strategic Plan Initiatives.
- During the October 12 meeting Mr. Edwards, Mr. Birdsell and Mr. Riemenschneider gave a power point presentation on a Parcel Tax entitled “Community Outreach & Gaining Your Input” which included the Hospital’s Vision, Mission & Values and the needs of the Hospital and the Healthcare community. Also discussed the challenges the Hospital faces going forward. There is a lot of background work to be done right away.
- The committee voted unanimously to make a recommendation to the Board the proposal to proceed expeditiously with all necessary planning to potentially call for a parcel tax election in June of 2016.
- Discussion ensued.
- **MOTION:** Mendocino Healthcare District Board of Directors proceed expeditiously with all necessary planning to potentially call for a parcel tax election in June of 2016
- Birdsell moved
- Glusker second
- The average bottom line for all district hospitals in the State of California are at break even for operations, but have about 4% profit margin below the line which means a parcel tax is what is giving them their income on an annual basis. A committee needs to be formed in order to move forward with the analysis.
- Motion carried

10. INFORMATION/ACTION: INITIAL STRATEGIC INITIATIVES: MR. BOB EDWARDS, CEO

- Mr. Edwards presented eight (8) items to the committee, with the last three (3) items to be the 2nd phase of the Strategic Plan. Following are the items Mr. Edwards suggested the committee approve which is based on 5 Pillars: Service; People; Quality; Financial; Growth
- Parcel Tax, Work Force: Birdsell & Edwards on this assignment
- Fast Track, ED: Murphy & Lee on this assignment
- Pain Management In-House: Lee, Modder & Horton on this assignment
- 6 In Patient Rooms Remodel: Hardin & Facilities on this assignment
- Top 75% Quality Metrics: McColley, Murphy & MEC on this assignment
- 2nd Phase
- ED D2F, reduce transfers: ER, Ware & VEP on this assignment
- Patient Experience at 75th Percentile (do it): McColley & Murphy on this assignment
- Orthopedic Surgeon and or PA: Horton & Lee on this assignment
- Discussion ensued
- The Planning Committee, the Finance Committee and the Board will all receive periodic updates on the Strategic Plan.

MOTION: To support Bob Edwards recommendation to forward to the Board the Planning Committees recommendation that the Hospital focus on the Strategic Planning Initiatives in a concrete fashion with regular reporting to the Planning Committee, the Finance Committee and the Board of Directors

- Birdsell moved
- Bruning second
- Motion carried

11. INFORMATION/ACTION: AUTOMATIC TRANSFER SWITCH (ATS) PURCHASE FROM PETERSON POWER SYSTEMS: MR. WADE STURGEON, CFO

- Several months ago the automatic transfer switch failed. The automatic transfer switch turns on the generator that connects to the Hospital when the power goes out. The Hospital has been running on a temporary transfer switch ever since, which is a rental. The rental is no longer feasible for the Hospital in that the Hospital would end up paying for this piece of equipment two times over before the new switch could be put in place.
- Mr. Sturgeon has been working with Peterson Power Systems. Peterson Power Systems will sell the Hospital the temporary unit along with the trailer for about \$5,000 less than what is currently owed them for the rental. Peterson Power Systems also offered the Hospital to buy the unit back for \$13,500.
- The total purchase price is \$75,846.99. Currently MCDH is spending just under \$8,000/month on rent.
- Mr. Sturgeon asked the Board for approval to finalize the purchase agreement with Peterson Power Systems.

MOTION: To approve the contract with Peterson Power Systems for the Automatic Transfer Switch (ATS) in the amount of \$75,846.99

- Bruning moved
- Birdsell second
- Roll call
 - Ayes: Bruning, Glusker, Birdsell, Hogan, Rohr
 - Noes: None
 - Absent: None
 - Abstain: None
- Motion carried

12. ACTION/INFORMATION: PAIN INTERVENTION PRIVILEGES: DR. JOHN KERMEN

- Dr. Kermen stated the Medical Staff has been working on the privileges for the interventional pain anesthesiologist for Dr. Pope and Dr. Yang. The privileges are:
 - core privileges
 - basic privileges
 - advanced special privileges
- Both the Surgery Committee and the Medical Executive Committee have approved these privileges.
- Dr. Glusker & Dr. Rohr had concerns with the advanced special privileges.
- Discussion ensued.

MOTION: To approve pain intervention privileges for Dr. Pope and Dr. Yang

- Bruning moved
- Birdsell second
- Dr. Glusker stated the motion on the agenda is to add these privileges to those offered by the Hospital. What is not on the agenda is the application of those individual doctors to do those procedures. That is the second step. The motion on the agenda is to add these privileges to the list of privileges afforded by this Hospital; they are two very different things.
- Ms. Bruning amended her motion:

MOTION: To approve that Mendocino Coast Hospital offer privileges for these procedures

- Bruning moved
- Birdsell second
- Roll call
 - Ayes: Bruning, Hogan, Birdsell
 - Noes: Glusker, Rohr
 - Absent: None
 - Abstain: None
- Motion carried

13. INFORMATION: JOINT COMMISSION REPORT: MR. BOB EDWARDS, CEO

- Mr. Edwards reported recently conducted their survey of MCDH. Following are some of the results:
 - ✓ Zero patient care deficiencies
 - ✓ Zero deficiencies carried over from the 2012 survey
 - ✓ Zero deficiencies in Home Health
 - ✓ The Joint Commission will return within 45 days to review the Hospital's progress on the deficiencies
- Mr. Edwards anticipates that within the next two weeks the California Department of Health will arrive to conduct their own survey.

14. ACTION/INFORMATION: CONSIDERATION OF HRG CONTRACT FOR NEW MEDICAL CODING REQUIREMENTS AS AN ITEM NEEDING 'IMMEDIATE ACTION' WITHIN THE MEANING OF GOVERNMENT CODE SECTION 54954.2(b)(2) DUE TO NEW FEDERAL GOVERNMENT CODING REQUIREMENTS EFFECTIVE OCTOBER 2015

- Mr. Sturgeon stated that with the new ICD 10 coming very rapidly the Hospital needs help in coding.
- HRG is a contracting coding company out of Spokane Washington.

- John Ruprecht requested HRG change the jurisdiction in the contract from Washington to California, and they were unwilling to do that. The reason being all the work will be done in Spokane Washington.
- The cost will be \$71 per hour and MCDH will commit to one FTE.
- Discussion ensued.

MOTION: To approve the agreement with HRG for \$71.00 per hour subject to approval of John Ruprecht, Legal Counsel

- Birdsell moved
- Bruning second
- Roll call
 - Ayes: Bruning, Hogan, Birdsell, Glusker, Rohr
 - Noes: None
 - Absent: None
 - Abstain: None
- Motion carried

15. ACTION/INFORMATION: PROCEDURE FOR HIRING PHYSICIANS: MR. BOB EDWARDS, CEO

- Mr. Edwards met with Mr. Hogan and Dr. Rohr to fine tune the procedure for hiring physicians. The agreement process includes Section 1 which pertains to hiring new recruits and Section 2 which pertains to physicians with existing agreements. This has been approved by legal counsel.

MOTION: To approve the Procedure for Hiring Physicians

- Bruning moved
- Birdsell second
- Rohr abstained
- Motion carried

16. ACTION/INFORMATION: MANDATORY FLU VACCINATION POLICY: MR. BOB EDWARDS, CEO

- The Surgery Committee and the MEC both approved moving forward with the Mandatory Flu Vaccination Policy.
- The Joint Commission gave the Hospital a citation because they didn't have a goal to move to 90% for facility flu shots.
- This does include vendors. The companies will be notified that their employees need to have a flu vaccine or wear a mask when entering the Hospital. Each vendor needs to supply the Hospital with names of their staff that will be coming to MCDH and whether or not they have had a flu vaccination.

MOTION: To approve the Mandatory Flu Vaccination Policy

- Birdsell moved
- Bruning second
- Rohr voted no
- Motion Carried

**17. ACTION: STATISTICAL/FINANCE REPORT, SEPTEMBER 2015: DR. WILLIAM ROHR
September Consolidated Highlights**

- The Net Loss from Operations was \$187,281.

- The debt service coverage ratio was computed to be .86; no longer in compliance with the bond covenant ratio requirement of 1.25 due to continuing losses from operations and the income statement effect of recording the bankruptcy.
- All entries associated with the bankruptcy have now been recorded, with the exception of the entry to record the settlement of AP claims in excess of \$5,000. That entry is pending the determination of specific claim amounts pursuant to the Plan of Adjustment, some of which claims are in dispute. This last remaining entry will be recorded as part of the FY2015 audit and will be posted against the FY2015 bottom line.

MOTION: To approve the Finance and Statistical Report for September 2015

- Birdsell moved
- Bruning second
- Motion carried

18. ACTION: MEDICAL STAFF REPORT: DR. JOHN KERMEN

Dr. Kermen stated placing restraints on patients for their own protection is always a sensitive and difficult issue and there are always new requirements and regulations regarding this issue. In November Terry Murphy and Amy McCullough will present to the Medical Staff all the new regulations pertaining to physicians.

Flu shots will be administered at the Medical Staff Meeting.

A. Appointments to Medical Staff

1. Moshe Engle, MD – Department of Medicine-Emergency Department
2. Atilla Mady, MD – Department of Medicine-Hospitalist Service

MOTION: After careful consideration recommend Appointment to Medical Staff for Moshe Engle, MD: Atilla Mady, MD

- Birdsell moved
- Bruning second
- Motion carried

B. Temporary Privileges

1. Atilla Mady, MD – Department of Medicine-Hospitalist Service

MOTION: After careful consideration recommend Appointment of Temporary Privileges for Atilla Mady, MD

- Birdsell moved
- Glusker second
- Motion carried

C. Locum Tenens Coverage

1. Rebecca Salness, MD – Department of Medicine-Pediatrics (Nov 17-25 2015)
2. Gabriel Larson, MD – Department of Medicine-Pediatrics (Nov 9-16 2015)

MOTION: After careful consideration recommend approval of Locum Tenens Coverage for Rebecca Salness, MD: Gabriel Larson, MD

- Bruning moved
- Glusker second
- Motion carried

D. Appointment of V-Rad TeleRadiology Physician

1. Scott Chang, MD

MOTION: After careful consideration recommend approval of V-Rad TeleRadiology Scott Chang, MD

- Bruning moved
- Birdsell second
- Motion carried

E. Extension of Privileges

1. Andrea McCullough, MD – extend privileges through January 31, 2016

MOTION: To extend privileges for Andrea McCullough, MD

- Bruning moved
- Birdsell second
- Motion carried

F. Completion of Proctoring Allied Health Professional Staff

1. Diana Garcia, PA-C – Department of Medicine-North Coast Family Health Center
2. Michele Tellier, FNP – Department of Medicine-North Coast Family Health Center
3. Stefan Ripich, CNP-ND – Department of Medicine-North Coast Family Health Center

MOTION: After careful consideration recommend approval of Completion of Proctoring Allied Health Professional Staff for Diana Garcia, PA-C: Michele Tellier, FNP: Stefan Ripich, CNP-ND

- Birdsell moved
- Bruning second
- Motion carried

G. Resignations

1. William Rohr, MD – Department of Surgery-Orthopedic Surgery

MOTION: To approve the resignation of William Rohr, MD

- Glusker moved
- Birdsell second
- Motion carried

14. CNO REPORT: MS. TERRY MURPHY

- Refer to the attached report as part of these minutes.

15. CEO REPORT: MR. BOB EDWARDS, CEO

- Mr. Edwards asked all staff members present to introduce themselves.
- The Wellness Festival was very successful.
- Two physicians are leaving NCFHC, so the mid-levels will be working additional hours.
- Continue to work on physician recruitment.
- The Board had asked Mr. Edwards to look into cutting 5 management positions and report back to them in 3 months time. Mr. Edwards stated there are 24 managers at MCDH for 311 FTEs. Compared to other comparable hospitals, MCDH is not over staffed with managers and he will not be cutting back on management positions.
- Continue to look into licensing the Hospital for 25 beds, not 49 beds.

16. PLANNING COMMITTEE REPORT: MR. TOM BIRDSSELL

- Please refer to the Parcel Tax and Strategic Initiatives reports.

17. PLANT SERVICES REPORT: MS. ELLEN HARDIN

- Currently in the process of hiring a Plant Services Manager.
- The electrical survey is complete so the Hospital can now move forward with the HVAC issue.

- The HVAC and the ATS will cost approximately \$500,000 apiece.
- The Nurse Call System specs have been revised and the manufacturer will provide MCDH with an updated quote.

18. ACTION/INFORMATION: JPA REPORT; MR. TOM BIRDSELL

- There was no report.

19. ACTION: APPROVAL OF ALYSOUN HUNTLEY FORD FUND DRAW

The Alysoun Huntley Ford Fund is a Board designated fund left to the Hospital for purposes of funding some respite for caregivers of patients who are dying at home. Each draw request is for up to \$2,000.00.

- There were no requests.

20. ASSOCIATION AND COMMUNITY SERVICE REPORTS: BOARD MEMBERS

- There were no reports.

21. PUBLIC COMMENTS:

- Don Whiteside thanked the Hospital Staff for taking such great care of his family over the years.
- Malcom Macdonald spoke of a number of concerns he has with the Hospital Foundation as well as MCDH and potential Brown Act violations.

22. ADJOURN:

Open Session adjourned at 9:00 p.m.

Reconvened Closed Session at 9:05 p.m.

Reconvention of Open Session:

A. Reporting out on Closed Session

1. Contract for Dr. John Cottle
 - The board approved the negotiation of the business terms of Dr. Cottle's contract
2. Contract for Dr. Bellah
 - Contract still under review by Dr. Bellah
3. Contract for Dr. Jennifer Kreger
 - Contract is still under review by Dr. Kreger
4. Contract for Dr. Linda James
 - The Board approved the negotiation of the business terms of Dr. James' contract
5. Contract for Dr. Douglas Lister
 - Contract is still under review by Dr. Lister

Meeting adjourned at 9:25 p.m.

Peter Glusker, MD, Secretary
Board of Directors

Gayl Moon, Secretary to the
Board of Directors

**MENDOCINO COAST HEALTH CARE DISTRICT
BOARD OF DIRECTORS
SPECIAL SESSION
FORT BRAGG, CA
MONDAY NOVEMBER, 2, 2015**

1. CALL TO ORDER:

CLOSED Session of the Board of Directors of the Mendocino Coast Health Care District convened at 5:30 p.m. at 700 River Drive, Fort Bragg, CA 95437: President Sean Hogan presiding

2. ROLL CALL: Hogan, Bruning, Rohr, Birdsell

ABSENT: Glusker

3. CLOSED SESSION:

A. **INFORMATION/ACTION:** Personnel Session: For Dr. Peter Glusker Government Code §54957 & 32155
Quality Assurance Issue

4. RECONVENTION OF OPEN SESSION:

A. **INFORMATION/ACTION:** Personnel Session: For Dr. Peter Glusker Government Code §54957 & 32155
Quality Assurance Issue

- The Board passed a motion to continue this matter until a Special Board Meeting on Thursday November 19, 2015; staff is instructed to investigate those agencies and the cost for external review.
- Dr. Glusker was present in the Redwoods Room to hear the Closed Session report out.

5. COMMENTS FROM THE COMMUNITY

There were no comments from the community.

6. COMMENTS FROM BOARD OF DIRECTORS

There were no comments from the Board of Directors.

7. ADJOURN:

The meeting was adjourned at 6:05 p.m.

Mr. Sean Hogan, President
Board of Directors

ATTEST:

Ms. Kitty Bruning, Vice-President
Board of Directors

These minutes constitute a portion of the official record of the Board and are the written record of the proceedings. Documents distributed to the Board of Directors at the meeting are available for public review except legally privileged or confidential documents.

**MENDOCINO COAST HEALTH CARE DISTRICT
BOARD OF DIRECTORS
SPECIAL SESSION
FORT BRAGG, CA
THURSDAY, NOVEMBER 19, 2015**

1. CALL TO ORDER:

Closed Session of the Board of Directors of the Mendocino Coast HealthCare District convened at 5:30 p.m. at 700 River Drive, Fort Bragg, CA 95437: President Sean Hogan presiding

2. Roll Call: Hogan, Birdsell, Rohr, Bruning, Glusker (telephonically)

ABSENT: None

3. COMMENTS FROM THE COMMUNITY

- There were no comments from the community.

4. CLOSED SESSION:

- A. ***Information/Action:*** Medical Staff Issues and Quality Assurance Issues Pursuant to Health & Safety Code §32155 and Evidence Code §1157
 - B. ***Information/Action:*** Pursuant to California Government Code §54954.5 and §32155 of the Health and Safety Code Medical Staff Credentials and Privileges Review
 - C. ***Information/Action:*** Personnel Session Regarding Dr. Peter Glusker, Government Code §54957: Quality Assurance Matters Pursuant to Health & Safety Code §32155 and Evidence code §1157
 - D. ***Information/Action:*** Personnel Session Regarding Dr. Juan Walterspiel, Government Code §54957, Quality Assurance Matters Pursuant to Health & Safety Code §32155 and Evidence Code §1157
 - E. ***Information/Action:*** Pursuant to §32155 of the Health and Safety Code November Quality Management Council Reports
 - F. ***Information/Action:*** Meeting and discussion with legal counsel regarding written communications received by the District to litigation due to alleged illegal disclosure of confidential information. Government Code §54956.9(b)(1)&(2); Evidence Code §1157; Healthy & Safety Code §32155
 - G. ***Information/Action:*** Public Employment: To review and approve Professional Services contract for Dr. Jack Bellah Government Code §54957
 - H. ***Information/Action:*** Public Employment: To review and approve Professional Services contract for Dr. John Cottle Government Code §54957
 - I. ***Information/Action:*** Public Employment: To review and approve Professional Services contract for Dr. Jennifer Kreger Government Code §54957
 - J. ***Information/Action:*** Public Employment: To review and approve Professional Services contract for Dr. Linda James Government Code §54957
 - K. ***Information/Action:*** Public Employment: To review and approve Professional Services contract for Dr. Douglas Lister Government Code §54957
- The Board will reconvene Closed after Open Session.

5. OPEN SESSION:

REPORT ON CLOSED SESSION MATTERS:

- 1. ***Information/Action:*** Medical Staff Issues and Quality Assurance Issues
 - No action was taken

2. **Information/Action:** Medical Staff Credentials and Privileges Report

- Had a discussion with Dr. Kermen regarding Medical Staff Credentials and Privileges

The Board will reconvene Closed Session after Open Session adjourns.

1. **Information/Action:** Approval of the Consent Calendar

- Approval of Board of Director Special Meeting minutes of November 2, 2015
- Approval of Board of Director Regular Meeting minutes of October 22, 2015
- Policies & Procedures
 - Bio-Ethics Committee
 - Management of Clinical Alarms
 - Restraint and Seclusion
 - Interrogating Medtronic and Boston Scientific Pacemaker and Internal Cardiac Devices (ICD)
 - Admission of Swing Bed Patients
 - Crash Cart Medications
 - Code Red: Fire

MOTION: To approve the Consent Calendar with the removal of the Bio-Ethics Committee policy

- Rohr moved
- Bruning second
- Motion carried

2. **Action:** Medical Staff: Dr. John Kermen

A. Appointment to Medical Staff

1. Jacqueline Craig, MD –Department of Medicine-Hospitalist Service

MOTION: After careful consideration recommend Appointment to Medical Staff for Jacqueline Craig, MD

- Birdsell moved
- Bruning second
- Motion carried

B. Temporary Privileges

1. Jacqueline Craig, MD –Department of Medicine-Hospitalist Service

MOTION: After careful consideration recommend approval of Temporary Privileges for Jacqueline Craig, MD

- Birdsell moved
- Bruning second
- Motion carried

C. Locum Tenens Coverage

1. Rebecca Salness, MD –Department of Medicine-Pediatrics
2. Gabriel Larson, MD –Department of Medicine-Pediatrics

MOTION: After careful consideration recommend approval of Locum Tenens Coverage for Rebecca Salness, MD: Gabriel Larson, MD

- Bruning moved
- Birdsell second
- Motion carried

D. Request for New Privileges-Interventional Pain Privileges

1. Jason Pope, MD –Department of Surgery-Pain Medicine
2. Michael Yang, MD –Department of Surgery-Pain Medicine

MOTION: After careful consideration recommend approval of New Privileges-Interventional Pain Privileges for Jason Pope, MD: Michael Yang, MD

- Birdsell moved
- Bruning second
- Roll call
 - Ayes: Bruning, Birdsell, Hogan
 - Noes: Rohr, Glusker
 - Absent: None
 - Abstain: None
- Motion carried

E. Re-Appointment of V-Rad TeleRadiology Physicians:

1. Christopher Govea, MD

MOTION: After careful consideration recommend re-appointment of V-Rad TeleRadiology Physicians

- Birdsell moved
- Bruning second
- Motion carried

3. Comments from Community

- Marc Hoaglund read a letter regarding “Concerns and all for Action on recent misconduct disclosures”.
- Several staff members, medical staff members, and community members expressed their concerns regarding the recent KQED/National Public Radio report and the negative impact had on MCDH.
- Discussion ensued.

4. Adjourn

Open Session adjourned 8:00 pm

Reconvention of Open Session:

A. Reporting out on Closed Session

1. Dr. Glukser Quality Assurance Matters
 - The Board referred this issue to the MEC.
2. Dr. Walterspiel Quality Assurance Matters
 - The Board discussed Dr. Walterspiel Quality Assurance Matters.
3. November Quality Management and Improvement Council Report
 - The Board received a Quality and Improvement Council Report and voted on the following issues:

MOTION: To approve the expenditure of \$946,508 for an upgrade of the ATS and HVAC System

- Rohr moved
- Bruning second
- Roll call
 - Ayes: Hogan, Birdsell, Glusker, Rohr, Bruning

- Noes: None
- Absent: None
- Abstain: None
- Motion carried

MOTION: To approve an additional \$50,000 to get the Nurse Call System finished

- Rohr moved
 - Bruning second
 - Roll call
 - Ayes: Hogan, Birdsell, Glusker, Rohr, Bruning
 - Noes: None
 - Absent: None
 - Abstain: None
 - Motion carried
4. Written Communications by the District Potentially; exposing District to litigation
 - The Board discussed written communications by the District
 5. Contract for Dr. Jack Bellah
 - The Board approved the contract for Dr. Jack Bellah
 6. Contract for Dr. John Cottle
 - The Board approved the contract for Dr. John Cottle
 7. Contract for Dr. Jennifer Kreger
 - The Board approved the contract for Dr. Jennifer Kreger
 8. Contract for Dr. Linda James
 - The Board approved the contract for Dr. Linda James
 9. Contract for Dr. Douglas Lister
 - The Board approved the contract for Dr. Douglas Lister

5. Adjourn

The meeting adjourned at 9:40 p.m.

Mr. Sean Hogan
Board of Directors

ATTEST:

Ms. Kitty Bruning, Vice-President
Board of Directors

These minutes constitute a portion of the official record of the Board and are the written record of the proceedings. Documents distributed to the Board of Directors at the meeting are available for public review except legally privileged or confidential documents.

**BOARD OF DIRECTORS MEETING
HOSPITAL REDWOODS ROOM
THURSDAY, DECEMBER 3, 2015
MINUTES**

The Board of Directors of the Mendocino Coast Health Care District met in CLOSED session at 5:00 pm in the Hospital Redwoods Room, Sean Hogan presiding.

PRESENT: Ms. Bruning, Mr. Birdsell, Dr. Glusker, Dr. Rohr, Mr. Hogan

Mr. Bob Edwards, Chief Executive Officer
Mr. Wade Sturgeon, Chief Financial Officer
Gayl Moon, Executive Assistant

ABSENT: None

1. CALL TO ORDER:

OPEN Session of the Board of Directors of the Mendocino Coast Health Care District convened at 6:00 p.m. in the Redwoods Room, Mr. Sean Hogan presiding.

2. ROLL CALL:

PRESENT: Ms. Kitty Bruning, Mr. Tom Birdsell, Dr. Peter Glusker, Dr. William Rohr, Mr. Sean Hogan
Board Members

BOARD MEMBERS ABSENT: None

ALSO PRESENT:

Mr. Bob Edwards, Chief Executive Officer
Mr. Wade Sturgeon, Chief Financial Officer
Gayl Moon, Executive Assistant

3. CLOSED SESSION MATTERS:

The Board of Directors reviewed the following items in closed session:

A. **INFORMATION/ACTION:** Medical Staff Credentials & Privileges Report

- There was no report; however the Board did receive a letter from Dr. John Kermen stating that he will not be running for the Board of Directors.

B. **INFORMATION/ACTION:** November Quality Management and Improvement Council Report

- The Board received and unanimously approved the November Quality Management and Improvement Council Report. The Board voted on the following issue:

MOTION: To approve Categorical Waiver for Power Strips Use in Patient Care Areas

- Bruning moved
- Birdsell second
- Roll call
 - Ayes: Bruning, Birdsell, Hogan, Rohr, Glusker
 - Noes: None
 - Absent: None
 - Abstain: None
- Motion carried

- C. **INFORMATION/ACTION:** Dr. Peter Glusker Personnel Session
 - No action was taken
- D. **INFORMATION/ACTION:** Contract for Dr. Jason Kirkman
 - The Board approved a ninety (90) day extension of Dr. Jason Kirkman's Contract
- E. **INFORMATION/ACTION:** Contract for Dr. Jeffrey Berenson
 - The Board approved a ninety (90) day extension of Dr. Jeffrey Berenson's Contract
- F. **INFORMATION/ACTION:** Potential Litigation for Mendocino Coast Medical Plaza, LLC
 - The Board discussed the Potential Litigation for Mendocino Coast Medical Plaza, LLC. No action was taken.

4. PUBLIC COMMENTS:

- Pam Bellah read a prepared statement regarding the recent KQED/National Public Radio report. She also stated concerns regarding the behavior of some Board Members. Ms. Bellah stated that Dr. Rohr stated that he only met with the NPR report for a 10 minute hospital tour; however when Ms. Bellah spoke to that reporter recently she was informed by the reporter that the reporter met with Dr. Rohr for over two (2) hours. Ms. Bellah feels that Dr. Rohr should be asked to resignation as she feels that he has proven that he is not accountable to the community that he was sworn to serve.
- Keith Weiner discussed a possible Charter Project of Mendocino County regarding a Public Bank.
- George Reinhardt discussed both his and his wife's positive experiences at MCDH. He suggested the Board look into other options rather than just a parcel tax.
- Pilar Gonzales stated she moved to Fort Bragg two (2) years ago and has had good experiences with MCDH to date. She also asked what the plan is after the Parcel Tax to build a new Hospital.
- Lois Senger stated all departments have a mechanism where suggestions for improvements, cost savings, etc. be recognized, and to have a structured system in order to accomplish this.

5. ACTION: REVIEW OF THE AGENDA

- There were not additions or changes to the posted agenda.

6. BOARD COMMENTS:

- Mr. Birdsell stated community members have stated to him that they are seeing improvements in the Emergency Department. He thanked the Emergency Department Leadership, and the CEO for instituting changes in the Emergency Department and with the Hospitalist Program.
- Mr. Birdsell feels the Hospital needs to initiate a policy regarding Code of Conduct for Directors and Committee Members.
- Dr. Rohr stated that he takes exception to Mr. Hoagland taking something he said at a Board Meeting completely out of context and twisted it into something he neither said nor implied.
- Dr. Glusker reminded everyone of the constraints of the Brown Act.
- Ms. Bruning thanked everyone for attending the Board Meeting

7. ACTION: APPROVAL OF CONSENT CALENDAR: MR. SEAN HOGAN, PRESIDENT

- A. Minutes: Special Session, November 19, 2015

MOTION: To approve the Consent Calendar

- Birdsell moved
- Rohr second

- Motion carried

8. INFORMATION/ACTION: DISCUSS BOARD MEETING DATE CHANGE: MR. WADE STURGEON, CFO

- Mr. Sturgeon requested the Board change the monthly meeting dates from the 4th Thursday each month to the last Thursday in order to allow additional time to complete the Financial Statements.

INFORMATION/ACTION: BYLAWS CHANGE TO REFLECT MONTHLY BOARD MEETING DATES: MR. BOB EDWARDS, CEO

- Mr. Edwards asked that the Bylaws wording be changed to reflect the Board Meeting date change.
- Mr. Hogan would like to put “selection of an ad hoc committee to review the bylaws” on the January 7th Board Meeting agenda.

MOTION: To approve the Board Meeting date change from the 4th Thursday of each month to the last Thursday of each month and to change the wording of the Bylaws to reflect this change

- Glusker moved
- Bruning second
- Roll call
 - Ayes: Rohr, Hogan, Bruning, Glusker
 - Noes: None
 - Absent: None
 - Abstain: Birdsell
- Motion carried

9. INFORMATION: INTRODUCTION OF NEW MANAGER: MR. BOB EDWARDS, CEO

- Mr. Edwards introduced Shawn Stevens who is the new Facilities Manager at MCDH.
- Mr. Steve Lund introduced Michelle Roberts who is the new Executive Director of the Hospital Foundation.
- Welcome to both of our new additions!

10. INFORMATION: BROWN ACT ADHERENCE: MR. JOHN RUPRECHT

- Mr. Ruprecht explained the Brown Act; the exceptions as well as procedure vs. substance.
- Mr. Ruprecht responded to a letter the Board received from Sheryl and Marc Hoagland and possible Brown Act violations.

11. INFORMATION/ACTION: BIO ETHICS POLICY DISCUSSION: DR. JOHN ROCHAT

- Dr. Rochat presented a Bio-Ethics Policy that was pulled from the Consent Calendar by Dr. Rohr at the November 19, 2015 Board Meeting.
- Dr. Rohr requested the word “interested” be change to “involved” in the last line of the first paragraph under “BIOETHICS CONSULTATION PROCESS”.

MOTION: To approve Bio Ethics Policy #100.2016 with the change of the word “interested” to “involved” in the last line of the first paragraph under “BIOETHICS CONSULTATION PROCESS”

- Rohr moved
- Glusker second
- Roll call
 - Ayes: Glusker, Birdsell, Hogan, Rohr, Glusker
 - Noes: None
 - Absent: None

- Abstain: None
 - Motion carried
12. **INFORMATION: PARCEL TAX UPDATE: MR. BOB EDWARDS, CEO**
- Mr. Edwards gave a power point presentation regarding the possible Parcel Tax for MCDH.
 - No action was taken.
13. **ACTION/INFORMATION: STATISTICAL/FINANCE REPORT, OCTOBER 2015: MR. WADE STURGEON, CFO**
October Consolidated Highlights
- The Net Income from Operations was \$819,601.
 - Bond Covenants
 - o Days Cash On Hand is within the covenant at 35.14
 - o Debt Service Coverage Ratio is within covenant at 1.58
 - o Current Ratio is within covenant at 1.07
 - All entries associated with the bankruptcy have now been recorded. All audit entries have also been recorded. The Audit and Cost Report are complete and will be presented at the January meeting. The Cost Report has an estimated receivable of \$1,349,355 vs an estimated \$592,907. The main reason for the difference is due to the Medicare Bad Debt tracked and identified by our billing department of \$1,180,667 which is a reimbursable cost. We hope to see a majority of these funds deposited in January.
- MOTION:** To approve the Finance and Statistical Report for October 2015
- Birdsell moved
 - Bruning second
 - Motion carried
14. **ACTION/INFORMATION: MEDICAL STAFF REPORT: DR. JOHN KERMEN**
- There was no Medical Staff Report.
15. **INFORMATION: CNO REPORT: MS. TERRY MURPHY**
- Refer to the attached report as part of these minutes.
16. **INFORMATION: MR. BOB EDWARDS, CEO**
- The Hospital continues to recruit for physicians.
 - Mr. Edwards thanked the Hospital Foundation for their contribution of \$250,000 toward the Nurse Call System.
 - NCFHC received a Quality Award from Partnership Health in the amount of \$143,313.
 - Home Health received \$66,000 from a benefactor.
17. **INFORMATION: PLANNING COMMITTEE REPORT: MR. TOM BIRDSELL**
- There was no Planning Committee Report.
18. **ACTION/INFORMATION: PLANT SERVICES REPORT: MS. ELLEN HARDIN**
- Ms. Hardin reported that the HVAC and the Automatic Transfer Switch projects are both moving forward.
19. **ACTION/INFORMATION: JPA REPORT: MR. TOM BIRDSELL**
- The JPA met in November. The finances were reviewed and they currently have \$18,000 in cash.
20. **ACTION/INFORMATION: ALYSOUN HUNTLEY FORD FUND DRAW**
 The Alysoun Huntley Ford Fund is a Board designated fund left to the Hospital for purposes of

funding some respite for caregivers of patients who are dying at home. Each draw request is for up to \$2,000.00.

- There were no requests.

21. ASSOCIATION AND COMMUNITY SERVICE REPORTS: BOARD MEMBERS

- Sean Hogan, Chair thanked the Hospital Foundation for contributing \$250,000 towards the Nurse Call System.

22. PUBLIC COMMENTS:

- Marc Hoagland thanked the Board and Mr. Ruprecht for responding to his letter.
- Brenda Ross voiced what a wonderful Hospital MCDH is and how great the staff members are.
- Malcom MacDonald stated that he does not feel a straight Parcel Tax will work. He questioned the audience applauding.
- Kathy LaShea asked for the strategy beyond a Parcel Tax.

23. ADJOURN:

Meeting adjourned at 8:45 p.m.

Peter Glusker, MD, Secretary
Board of Directors

Gayl Moon, Secretary to the
Board of Directors