

PUBLIC NOTICE

MENDOCINO COAST HEALTH CARE DISTRICT  
**BOARD OF DIRECTORS**  
REGULAR MEETING

**THURSDAY, JANUARY 5, 2017**

**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**

1. **Information/Action:** Pursuant to §32155 of the Health and Safety Code December Quality Management and Improvement Council Reports
2. **Information/Action:** Public Employment: To review and approve Professional Services Agreement for Dr. Praveen Reddy Government Code §54954.5 & 54957
3. **Information/Action:** Conference with counsel regarding allegations of potential violation of Federal Physician Self-referral Laws pertaining to immediate family members (42 USC §1395nn; 42 CFR §411.350) Government Code §54956.9(d)(2)

**III. 6:00 P.M. OPEN SESSION CALL TO ORDER– STEVE LUND, PRESIDENT**

**IV. ROLL CALL**

**V. REPORT ON CLOSED SESSION MATTERS**

1. December Quality Management and Improvement Council Report *Information/Action*
2. Professional Services Agreement for Dr. Praveen Reddy *Information/Action*
3. Potential violation of self referral laws *Information/Action*

**VI. PUBLIC COMMENTS**

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**VII. REVIEW OF THE AGENDA**

*Action*

**VIII. BOARD COMMENTS**

*Information*

**IX. 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 under new business

1. Approval of Board of Directors meeting minutes of December 15, 2016 Tab 1
2. Approval of Special Board of Directors meeting minutes of December 22, 2016 Tab 2

**X. NEW BUSINESS**

- Med/Surg & ICU Beds: Mr. Wade Sturgeon, CFO
- Xerox Contract: Mr. Wade Sturgeon, CFO

Tab 3 **Action/Information**

Tab 4 **Action/Information**

**XI. OLD BUSINESS**

- None

**XII. REPORTS**

- CEO Report: Mr. Bob Edwards, CEO
- Medical Staff: Dr. John Kermen
- Chief of Patient Care Services report: Ms. Terry Murphy
- Plant Services Report: Mr. Wade Sturgeon
- Approval of Alysoun Huntley Ford Fund Draw: Mr. Wade Sturgeon, CFO
- Association and Community Service Reports
- Finance Committee Report: Mr. Wade Sturgeon
  - Statistical/Finance Report, November 2016

**Action/Information**

Tab 5 **Information**

**Action/Information**

**Action/Information**

**Information**

Tab 6 **Action/Information**

**XIII. Public Comments**

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**XIV. 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, JANUARY 26, 2017**

**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

931 Park Avenue  
South Lake Tahoe, CA 96150

**I. ROLL CALL**

**II. CLOSED SESSION**

1. **Information/Action:** Pursuant to §32155 of the Health and Safety Code December Quality Management and Improvement Council Reports
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:** Public Employment: To review and approve Professional Services Agreement for Dr. Praveen Reddy Government Code §54954.5 & 54957
4. **Information/Action:** Conference with legal counsel regarding alleged breach of confidentiality provisions of the Brown Act by a member of the Board of Directors which could result in litigation against the District. Government Code §54956.9(d)(2)(4), (e)(1)(2); Government Code §54963; Evidence Code §950, et seq.
5. **Information/Action:** Proposed Resolution 2017-1, a Resolution of the Board of Directors of the Mendocino Coast Healthcare District censuring one of its members for violation of Government Code Section §54963. If the Board passes this proposed Resolution it will be made public.
6. **Information/Action:** Request of District legal counsel to extend a contract with the expert and specialized auditing firm of Wipfli, pertaining to potential litigation. Government Code §54956.9(c), (d)(2), (e)(2).

**III. 6:00 P.M. OPEN SESSION CALL TO ORDER– STEVE LUND, PRESIDENT**

**IV. ROLL CALL**

**V. REPORT ON CLOSED SESSION MATTERS**

- |  |                           |
|--|---------------------------|
| 1. December Quality Management and Improvement Council Report                | <i>Information/Action</i> |
| 2. Medical Staff Credentials and Privileges Report                           | <i>Information/Action</i> |
| 3. Professional Services Agreement for Dr. Praveen Reddy                     | <i>Information/Action</i> |
| 4. Conference with legal counsel regarding alleged breach of confidentiality | <i>Information/Action</i> |
| 5. Resolution censuring a Board member                                       | <i>Information/Action</i> |
| 6. Wipfli contract extension   | <i>Information/Action</i> |

**VI. PUBLIC COMMENTS**

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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.

- VII. REVIEW OF THE AGENDA** *Action*
- VIII. BOARD COMMENTS** *Information*
- IX. 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 under new business

1. Approval of Board of Directors meeting minutes of January 5, 2017	Tab 1
2. Approval of Special Board of Directors meeting minutes of January 4, 2017	Tab 2
3. Policies & Procedures	Tab 3
<i>Policy Titles</i>	<i>Policy Number</i>
a. 340B Drug Discount Program Policy	315.9001
- X. NEW BUSINESS**
  - Approval of new Finance Committee Member: Dr. Luke Campos *Action/Information*
- XI. OLD BUSINESS**
  - None
- XII. REPORTS**
  - CEO Report: Mr. Bob Edwards, CEO *Information*
  - Medical Staff: Dr. John Kermen Tab 4 *Action/Information*
    - A. Temporary Privileges
      - 1. Evan Hirsch, MD- Department of Medicine-Emergency Department (January 10-27, 2017)
    - B. Locum Tenens Coverage
      - 1. Lynette Chevalier=Paris, MD- Department of Medicine-Pediatrics (January 31-February 7; March 12-20; April 18-26; and May 8-16, 2017)
      - 2. John Leighton, MD- Department of Medicine-NCFHC (January 31-March 31, 2017)
      - 3. Sasidharan Ponthenkandath, MD (Dr. Sasi)- Department of Medicine-Pediatrics (January 12-22; February 12-23; March 24-April 4 and April 25-May 9, 2017)
  - Chief of Patient Care Services report: Ms. Terry Murphy Tab 5 *Information*
  - Planning Committee Report: Dr. Kevin Miller *Action/Information*
  - OB Ad Hoc Committee Report: Dr. Kevin Miller *Information*
  - Plant Services Report: Mr. Wade Sturgeon *Action/Information*
  - JPA Report: Mr. Bob Edwards, CFO *Action/Information*
  - Approval of Alysoun Huntley Ford Fund Draw: Mr. Wade Sturgeon, CFO *Action/Information*
  - Association and Community Service Reports *Information*
  - Finance Committee Report: Mr. Wade Sturgeon Tab 6 *Action/Information*
    - Statistical/Finance Report, December 2016
- XIII. Public Comments**

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#### **XIV. ADJOURNMENT**

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## PUBLIC NOTICE

### MENDOCINO COAST HEALTH CARE DISTRICT BOARD OF DIRECTORS REGULAR MEETING

**THURSDAY, APRIL 27, 2017**

**4:30 p.m. Closed Session**

**6:00 p.m. Open Session**

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

Mendocino Coast District Hospital Mission Statement

#### **MISSION**

To make a positive difference in the health of our rural community.

#### **VISION**

MCDH will play a vital role in the overall health and well-being of the community, and will be the key element in the healthcare system serving the needs of our community. We will provide leadership to enhance the efficiency, coordination, quality and range of services provided within our rural healthcare system.

MCDH will be the healthcare provider and employer of choice within our community. We will continually address and keep up with technology and superior clinical skills

We will have a positive impact on health by encouraging personal and community responsibility for health and wellness. Our efforts will play a decisive role in people choosing to stay in our community or to locate here.

#### **VALUES**

MCDH is committed to providing excellent quality, patient centered, cost effective health care in a caring, safe and professional environment, and serving the community's healthcare needs with current technology and superior clinical skills. We believe in the right to local access to a wide range of excellent quality healthcare services in our rural community. We promote patient safety and satisfaction, and consistently work toward a high level of care with results in our patients recommending us to others and in their returning to us for needed health care.

Every member of our healthcare team will play an active, participative role that effectively utilizes the skills and talents of each. People are our most valuable resource. We encourage professional development that will achieve a level of competence and morale that will attract and maintain the highest quality staff. We strive to build partnership with our employees emphasizing mutual respect and mutual success.

#### **I. ROLL CALL**

#### **II. CLOSED SESSION**

- 1. Information/Action:** Pursuant to §32155 of the Health and Safety Code March Quality Management and Improvement Council Reports
- 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:** Public Employment: To review and approve Professional Services Agreement three month extension for Dr. John Kermen Government Code §54954.5 & 54957
- 4. Information/Action:** Public Employment: To review and approve Professional Services Agreement for Dr. Russell Perry Government Code §54954.5 & 54957
- 5. Information/Action:** Formal Claim of Ellen Hardin, former HR Director, pursuant to California Government Code §905, et seq., Government Code §54956.9(d)(2); (e)(3)
- 6. Information/Action:** Continuation of Public Employee Performance & Review Evaluation, CFO of the District, from 3/16/17 Special Board Meeting. California Government Code §§54957(b)(1) and (b)(2); Government Code §54954.5

#### **III. 6:00 P.M. OPEN SESSION CALL TO ORDER– STEVE LUND, PRESIDENT**

#### **IV. ROLL CALL**

#### **V. REPORT ON CLOSED SESSION MATTERS**

1. March Quality Management and Improvement Council Report
2. Medical Staff Credentials and Privileges Report

*Information/Action*

*Information/Action*

- |   |                           |
|---|---------------------------|
| 3. Professional Services Agreement three month extension for Dr. Kermen                 | <i>Information/Action</i> |
| 4. Professional Services Agreement three month extension for Dr. Perry                  | <i>Information/Action</i> |
| 5. Formal Claim of Ellen Hardin   | <i>Information/Action</i> |
| 6. Continuation of Public Employee Performance & Review Evaluation, CFO of the District | <i>Information/Action</i> |

**VI. PUBLIC COMMENTS**

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**VII. REVIEW OF THE AGENDA**

*Action*

**VIII. BOARD COMMENTS**

*Information*

**IX. 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 under new business

- |  |                      |
|--|----------------------|
| 1. Approval of Board of Directors meeting minutes of March 30, 2017        | Tab 1                |
| 2. Approval of Special Board of Directors meeting minutes of April 1, 2017 | Tab 2                |
| 3. Approval of Special Board of Directors meeting minutes of April 4 2017  | Tab 3                |
| 4. Rash Curtis & Associates Financial Services Agreement                   | Tab 4                |
| 5. UVMC Purchasing Manager Agreement                                       | Tab 5                |
| 6. Joint Powers Agreement Requested By-law Changes, Updated Business Plan  | Tab 6                |
| 7. Approval of Alysoun Huntley Ford Fund Draw                              |                      |
| 6. Policies & Procedures   | Tab 7                |
| <i>Policy Titles</i>   | <i>Policy Number</i> |
| a. Paid Sick Leave – Per Diem and Temporary Employees                      | 130.1427             |

**X. NEW BUSINESS**

- |   |                                 |
|---|---------------------------------|
| ➤ UVMC Biomed Contract: Mr. John Ruprecht   | Tab 8 <i>Action/Information</i> |
| ➤ Macro Helix Amendment to 2014 Contract (Buy-out Amendment):<br>Mr. Wade Sturgeon, CFO | Tab 9 <i>Action/Information</i> |
| ➤ June Board Meeting Date Change to June 22, 2017                                       | <i>Action</i>                   |

**XI. OLD BUSINESS**

- |   |                                  |
|---|----------------------------------|
| ➤ Help II Loan: Mr. Wade Sturgeon, CFO                    | Tab 10 <i>Action/Information</i> |
| ➤ Meditech Upgrade to Version 6.1: Mr. Wade Sturgeon, CFO | Tab 11 <i>Action/Information</i> |
| ➤ Approval of Nurse Call Project: Mr. Steve Kobert        | Tab 12 <i>Action/Information</i> |

**XII. REPORTS**

- |   |                                  |
|---|----------------------------------|
| ➤ CEO Report: Mr. Bob Edwards, CEO  | <i>Information</i>               |
| ➤ Medical Staff: Dr. John Kermen  | Tab 13 <i>Action/Information</i> |
| A. <u>Temporary Privileges</u>  |                                  |
| 1. Rajwinder Bahia, MD –Department of Medicine-Hospitalist Service (April 24-28, 2017)  |                                  |
| B. <u>Locum Tenens Coverage</u>   |                                  |
| 1. Amy Tomlinson, MD –Department of Surgery-Obstetrics/Gynecology<br>(May 5-23; June 5-20; July 1-11 & July 26-August 15; September 1-16, 2017) |                                  |
| C. <u>Re-Appointments to Medical Staff</u>  |                                  |
| 1. Jeffrey Berenson, MD –Department of Medicine-Internal Medicine   |                                  |

2. Michael Brown, MD –Department of Medicine-Psychiatry
3. Lawrence Goldyn, MD –Department of Medicine-Internal Medicine
4. Jason Kirkman, MD –Department of Medicine-Internal Medicine
5. John Rochat, MD –Department of Medicine-Internal Medicine
6. James Swallow, MD –Department of Medicine-Internal Medicine

D. Appointments to Medical Staff-Provisional Status

1. Rajwinder Bahia, MD –Department of Medicine-Hospitalist Service

E. Resignation from Active Medical Staff

1. Benjamin Graham, MD –Department of Medicine-Internal Medicine
2. Attila Mady, MD –Department of Medicine-Internal Medicine/Hospitalist Service
3. John Wallace, MD –Department of Medicine-Internal Medicine

- Chief of Patient Care Services report: Ms. Terry Murphy, Tab 14 *Information*
- Planning Committee Report: Mr. Bob Edwards, CEO *Action/Information*
  1. CHNA Plan
- Plant Services Report: Mr. Steve Kobert Tab 15 *Action/Information*
- Association and Community Service Reports *Information*
- Finance Committee Report: Mr. Wade Sturgeon Tab 16 *Action/Information*
  - Statistical/Finance Report, March 2017

**XIII. Public Comments**

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**BOARD OF DIRECTORS MEETING  
HOSPITAL REDWOODS ROOM  
THURSDAY, MARCH 30, 2017  
MINUTES**

The Board of Directors of the Mendocino Coast Health Care District met in CLOSED session at 4:00 pm in the Hospital Redwoods Room, Steve Lund, Chair presiding

PRESENT: Mr. Lund, Dr. Glusker, Ms. Bruning, Dr. Miller, Dr. Campos

Mr. John Ruprecht, Legal Counsel  
Mr. Bob Edwards, CEO (telephonically)  
Mr. Wade Sturgeon, CFO  
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. Steve Lund presiding.

**2. ROLL CALL:**

PRESENT: Mr. Steve Lund, Dr. Peter Glusker, Ms. Kathleen Bruning, Dr. Kevin Miller, Dr. Luke Campos  
Board Members

BOARD MEMBERS ABSENT: None

ALSO PRESENT:

Mr. John Ruprecht, Legal Counsel  
Mr. Bob Edwards, Chief Executive Officer (telephonically)  
Mr. Wade Sturgeon, Chief Financial Officer  
Ms. Gayl Moon, Executive Assistant

**3. CLOSED SESSION MATTERS:**

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

1. **INFORMATION/ACTION:** Pursuant to §32155 of the Health and Safety Code February Quality Management and Improvement Council Report
  - The Board unanimously approved the February Quality Management and Improvement Council Report
2. **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.
3. **INFORMATION/ACTION:** Public Employment: To review and approve Professional Services Agreement for Dr. Bradley Bettinger Government Code §54954.5 & 54957
  - The Board approved the Professional Services Agreement for Dr. Bradley Bettinger

**4. PUBLIC COMMENTS**

- There were no public comments.

5. **REVIEW OF THE AGENDA**

- There were no revisions to the agenda.

6. **BOARD COMMENTS**

- Bob Edwards & Steve Lund attended the California Hospital's Legislative Action Day in Sacramento and it was very informative.
- Mr. Lund had a great experience when he went to the NCFHC Immediate Care for an illness.

7. **ACTION: APPROVAL OF CONSENT CALENDAR: MR. STEVE LUND, PRESIDENT**

- A. Minutes: Regular Session, February 23, 2017
- B. Approval of Special Session, March 2, 2017
- C. Approval of Special Session, March 16, 2017
- D. Observation Services Notification: MOON
- E. Electronic Signatures for Licensed Independent Providers

**MOTION:** To approve the Consent Calendar

- Bruning moved
- Glusker second
- Motion carried

8. **ACTION/INFORMATION: AMENDMENT TO PARTNERSHIP HEALTH PLAN MEMORANDUM OF UNDERSTANDING REGARDING PROVIDER RECRUITMENT SUPPORT PROGRAM PROVIDER RETENTION ENHANCEMENT PROGRAM: MS. ILONA HORTON**

- The Provider Retention Enhancement Program provides up to \$45,000 in additional funding as a retention incentive over a 36 month period for provider recruitment.
- The funds would be provided in-addition to the current Provider Recruitment Program's signing bonuses. The sum of \$45,000 for successfully recruited physicians will be paid out in \$15,000 increments at the completion of 12, 24 & 36 month for a total of \$45,000 in retention bonus. The sum of \$30,000 for successfully recruited nurse practitioners and physicians assistants will be paid out in \$10,000 increments at the completion of 12, 24 & 36 months for a total of \$30,000 in retention bonus.

**MOTION:** To approve the Amendment to Partnership Health Plan Memorandum of Understanding regarding Provider Recruitment Support Program Provider Retention Enhancement Program

- Campos moved
- Glusker second
- Roll call
  - Ayes: Glusker, Bruning, Miller, Lund, Campos
  - Noes: None
  - Absent: None
  - Abstain: None
- Motion carried

9. **ACTION/INFORMATION: APPOINTMENT OF MR. BILL KNAPP AS A FINANCE COMMITTEE MEMBER: DR. LUKE CAMPOS**

**MOTION:** To approve Mr. Bill Knapp as a Finance Committee Member

- Campos moved
- Glusker second
- Roll call
  - Ayes: Lund, Campos, Glusker, Bruning, Miller
  - Noes: None
  - Absent: None

- Abstain: None
- Motion carried

**10. ACTION/INFORMATION: MEDITECH UPGRADE TO VERSION 6.1: MR. WADE STURGEON, CFO**

- The current MEDITECH system does not meet Meaningful Use Stage 2 requirements.
- This upgrade will create a significant amount of improved efficiencies throughout the organization and will likely improve the finances of the hospital as well.
- Mr. Sturgeon recommended the Board approve Administration to move forward with negotiations with MEDITECH to implement the upgrade to 6.16 with a “not to exceed” amount of \$3,000,000 associated to implementation costs. Mr. Sturgeon intends to present the final pricing and contract to the Board in April. Mr. Sturgeon asked for approval for not to exceed \$3.5 million and a 10% contingency.
- HELP II loans has asked that the Hospital adjust their loan packet from \$1.5 million to \$3.5 million at a 2 to 3 percent rate. Discussion ensued.

**MOTION:** To approve the MEDITECH upgrade to version 6.1 proposal; the dollar amount not to exceed \$3.5 million plus a 10% contingency

- Campos moved
- Bruning second
- Roll call
  - Ayes: Bruning, Lund, Campos, Miller, Glusker
  - Noes: None
  - Absent: None
  - Abstain: None
- Motion carried

**11. ACTION/INFORMATION: 340B COMPLIANCE PROGRAM AGREEMENT BETWEEN THE PARTNERSHIP HEALTH PLAN AND MCDH: MS. LOIS LEISTER**

- This item and item #12 go together; one cannot go without the other.
- The terms for using 340B medications are regulated heavily by HRSA (Health Resources and Services Administration) and the OPA (Office of Pharmacy Affairs). MCDH is eligible for 340B because the Critical Access Hospital status.
- Medications used for 340B eligible patients are not subject for Duplicate Discounts. The Hospital cannot get the drugs at a reduced price plus the State of California (via PHP/Medi-Cal) obtaining drug rebates from the manufactures.
- This agreement is to assure that both MCDH & PHP are aware of the rules against duplicate discounts and that the hospital as the covered entity will only use 340B drugs for PHP patients if the Hospital signs the agreement stating they comply with the billing practices outlined by the rules for Medicaid.
- The non-disclosure agreement is part of the compliance program agreement with the 340B data clearinghouse which PHP has selected and has selected their hospital and their 3<sup>rd</sup> party 340B administrator.
- The terms of the agreement have been developed by PHP and as such have not allowed the Hospital to make changes to a significant degree. The terms of the agreement can be changed with proper written notice as noted in the agreement.
- This would add \$350,000 to the bottom line.
- Discussion ensued.

**MOTION:** To approve the 340B Compliance Program Agreement between the Partnership Health Plan and MCDH

- Bruning moved
- Campos

- Roll call
    - Ayes: Bruning, Miller, Glusker, Campos, Lund
    - Noes: None
    - Absent: None
    - Abstain: None
  - Motion carried
- 12. ACTION/INFORMATION: NON-DISCLOSURE AGREEMENT WITH NEC NETWORKS, LLC DBA 340BX CLEARING HOUSE: MS. LOIS LEISTER**
- This issue goes in tandem with Item #11
- MOTION:** To approve the Non-Disclosure Agreement with NEC Networks, LLC dba 340BX Clearinghouse
- Bruning moved
  - Campos second
  - Roll call
    - Ayes: Campos, Glusker, Miller, Bruning, Lund
    - Noes: None
    - Absent: None
    - Abstain: None
  - Motion carried
- 13. INFORMATION: CEO REPORT: MR. BOB EDWARDS, CEO**
- Mr. Edwards thanked everyone at MCDH for giving him such great care when he underwent outpatient surgery recently.
  - Dr. Wagu has agreed to be the lead Hospitalist.
  - The multi-disciplinary team has begun doing daily rounds.
  - Ten years ago the Hematology/Oncology Department opened their doors. Congratulations to Dr. Rochat and his staff!
- 14. ACTION/INFORMATION: MEDICAL STAFF REPORT: DR. JOHN KERMEN**
- A. Locum Tenens Coverage
1. Paul Nerz, MD –Department of Medicine-NCFHC
- MOTION:** After careful consideration recommend approval of Locum Tenens Coverage for Paul Nerz, MD
- Bruning moved
  - Campos second
  - Motion carried
- B. Release from Provisional Status & Proctoring/Advance to Active Status
1. James Michael Sandys, MD –Department of Medicine-NCFHC
- MOTION:** After careful consideration recommend approval of Release from Provisional Status & Proctoring/Advance to Active Status for James Michael Sandys, MD
- Bruning moved
  - Campos second
  - Motion carried
- C. Appointments to Medical Staff-Provisional Status
1. Lynette Chevalier-Paris, MD –Department of Medicine-Pediatrics
  2. Gregory Moore, MD –Department of Medicine-Emergency Department
  3. Ethan Ross, MD Department of Medicine-Emergency Department
  4. Christopher Ryan, MD –Department of Medicine-Hospitalist Service

**MOTION:** After careful consideration recommend approval of Appointment to Medical Staff-Provisional Status for Lynette Chevalier-Paris, MD: Gregory Moore, MD: Ethan Ross, MD: Christopher Ryan, MD

- Bruning moved
- Campos second
- Motion carried

**D. Appointment to Allied Health Professionals Staff**

1. Lilo Fink, DNP, FNP-BC –Department of Medicine-NCFHC

**MOTION:** After careful consideration recommend approval of Appointment to Allied Health Professionals Staff for Lilo Fink, DNP, FNP-BC

- Bruning moved
- Campos second
- Motion carried

**E. Resignation from Active Medical Staff**

1. John Garratt, MD –Department of Medicine-Psychiatry

**MOTION:** After careful consideration recommend approval of Resignation from Active Medical Staff for John Garratt, MD

- Bruning moved
- Campos second
- Motion carried

**F. Appointment of V-Rad Teleradiology Physicians**

1. Kenneth Chong, MD
2. Jason Dipoce, MD
3. Susan Gootnick, MD
4. Kamran Janjua, MD
5. Robert Henry, MD
6. Elaine Khatod, MD
7. Mark Miller, MD
8. Brian Morrow, MD
9. Julie Shaffrey, MD
10. Joshua Sokol, MD
11. Talitha Travis, MD

**MOTION:** After careful consideration recommend approval of Appointment of V-Rad Teleradiology Physicians Kenneth Chong, MD: Jason Dipose, MD: Susan Gootnick, MD: Kamran Janjua, MD: Robert Henry, MD: Elaine Khatod, MD: Mark Miller, MD: Brian Morrow, MD: Julie Shaffrey, MD: Joshua Sokol, MD: Talitha Travis, MD

- Bruning moved
- Campos second
- Motion carried

**15. INFORMATION: CHIEF OF PATIENT CARE SERVICES REPORT: MS. TERRY MURPHY**

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

**16. INFORMATION/ACTION: PLANNING COMMITTEE REPORT: DR. KEVIN MILLER**

1. OB Ad Hoc Update: Dr. Kevin Miller
  - The Planning Committee met and John Allison gave a synopsis of the OB Committee Report, and the Planning Committee accepted the report as written. Discussion ensued.
2. CHNA: Mr. Bob Edwards, CEO

- Mr. Edwards recommended not collaborating with the county, but focusing on one or two indicators in the report. Possibly improving pre natal care. Improve the number of people who receive immunizations.
- Perhaps partner this with the PRIME Project.
- Discussed PR/Advertising. The Planning Committee approved recommendation to the Board that they allow management to spend \$50,000 to procure this service.

**MOTION:** To accept the Planning Committee Report from the OB Ad Hoc Committee

- Bruning moved
- Campos second
- Glusker opposed
- Motion carried

Several community members spoke in favor of keeping the OB Department open. Board members also spoke. Discussion ensued. Mr. Lund thanked everyone for attending the meeting and expressing their opinions.

**17. INFORMATION/ACTION: PLANT SERVICES REPORT: MR. STEVE KOBERT**

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

**18. INFORMATION/ACTION: IPA REPORT: MR. BOB EDWARDS, CEO**

- The CEO's continue to work on a Business Plan for the JPA.

**19. ACTION/INFORMATION: ALYSOUN HUNTLEY FORD FUND DRAW: MR. WADE STURGEON, CFO**

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 was one (1) request.

**MOTION:** To approve one (1) Alysoun Huntley Ford Fund Draw in the amount of \$752.16

- Glusker moved
- Campos second
- Motion carried

**20. INFORMATION/ACTION: ASSOCIATION AND COMMUNITY SERVICE REPORTS**

- There were no reports.

**21. ACTION/INFORMATION: STATISTICAL/FINANCE REPORT, FEBRUARY 2017: MR. WADE STURGEON, CFO**

February Highlights:

- Net Income from Operations was a loss of (\$302,584)
  - o YTD Loss from Operations (\$464,226)
- Net Income from All Sources was a loss of (\$274,368)
  - o YTD Income from All Sources \$26,205
- Bond Covenants as reported on the Executive Summary are all within requirements
  - o Debt Service Coverage Ratio is within covenant at 3.27
  - o Current Ratio is within covenant at 1.29
  - o Days Cash On Hand is within the covenant at 50.73

**MOTION:** To approve the Finance and Statistical Report for February 2017

- Glusker moved
- Bruning second

- Motion carried

**22. PUBLIC COMMENTS:**

- Tanya Smart stated there needs to be a plan for the Hospital that includes the schools and the City of Fort Bragg.

**23. ADJOURN:**

- The meeting adjourned at 8:15 pm

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Peter Glusker, MD, Secretary  
Board of Directors

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Gayl Moon, Secretary to the  
Board of Directors



## MCDH Projects Status

30 March 2017

### (1) Nurse Call Project (OSHPD Project # P2012-00160):

This project encompasses the replacement and expansion of several separate Nurse Call systems currently in use throughout the facility.

- Estimated budget: \$525,000
- **System installation is complete** and a Certificate of Occupancy has been provided by OSHPD for the last phase of equipment installation (Phase 5B – OR, Outpatient and Recovery).
- The final inspection and closeout of the project with OSHPD is pending for the following issues:
  - Complete patching and painting of walls outside of patient rooms
  - Resolve outstanding “Change of use” issues with OSHPD and CDPH with the OB Delivery Room and the old Radiology Rooms.

### (2) Telemetry (OSHPD Project # S162732-23-00):

Wireless telemetry systems allow patients to wear small battery powered devices that send signals to different types of monitors. The new telemetry system replaces all of the old systems with a new integrated system.

- Estimated budget: \$295,000 (This only covers the purchase of the Telemetry Equipment).
- Estimated time to completion: 36 weeks from Notice to Proceed from OSHPD
- Progress to date: **All above ceiling inspection, air balancing tests, and electrical load tests have been completed. Design development, budgetary cost estimating, work scheduling estimates, and preparation of bid documents are nearing completion.**
- OSHPD has agreed to allow us to submit this project through the electronic Rapid Review process.

### (3) ATS Replacement Project (OSHPD Project # S170347-23-00):

The ATS is an Automated Transfer Switch. ATS’s transfer power from the normal electrical feed (provided by the utility) to generator power in less than 10 seconds to insure the hospital maintains electrical power. The following summarizes ATS System progress to date:

- Estimated budget: \$573,487 (Board approved estimate – **Needs to be validated**)
- Estimated time to completion: 42 weeks from Notice to Proceed from OSHPD
- Progress to date: **Electrical engineering investigation and testing, and design development are complete. Cost estimating is ongoing. Project is currently being reviewed by OSHPD through their electronic Rapid Review process.**
- Once OSHPD approves the project, bid documents will be solicited and provided to the Board for review and approval, along with an updated project estimate and schedule.

### (4) OR HVAC Equipment (OSHPD Project # S160358-23-00):

This project replaces two existing roof-mounted HVAC Air Handling Units (AHU’s) with ground level pad-mounted HVAC units.

- Estimated budget: \$373,021 (This budget is 2 years old and cost estimates are being updated)
- Estimated time to completion: 42-45 weeks from Board Approval
- Progress to date: **On March 7, OSHPD granted MCDH a 6-month extension (31 August 2017) to start the project. Meetings with MCDH staff (Robin Modder, Steve Kobert, and Allen Reaves) and the A&E Team, engineering investigation, electrical load testing, air-balance testing, and design development have been completed. Review of plans and cost estimates is currently ongoing.**
- Bid documents will be prepared following rework of the plan and cost reviews.

**(5) Central Sterile Project:**

Changes in codes and standards since MCDH was originally constructed require MCDH to redesign and renovate some of the areas in CS to improve air-pressure relationships and levels of air filtration.

Estimated budget: \$663,000 (Old estimate that requires validation - Not yet submitted for Board approval)

- Estimated time to completion: 52 weeks from Board approval
- Progress to date: **Meetings with MCDH staff (Robin Modder, Steve Kobert, and Allen Reaves) and the A&E Team, engineering investigation, electrical load testing, and air-balance testing have been completed. Design development, budgetary cost estimating, work scheduling estimates, and preparation of bid documents are in process.**
- OSHPD number will be issued upon completion of information required for Project Application. Work is ongoing by Steve and the design team.

**Notes:**

- **Steve spent the day meeting/talking with the OSHPD staff and the NMR staff at their respective Offices in Santa Rosa on 7 March, 2017.**
- **Steve is scheduled to attend two workshops in Ukiah on 5 April 2017 regarding Competitive Bidding Requirements and Compliance, and Regulations and Responsibilities for Contractors, Local Government and Special Districts.**

**MCDH**  
**Chief of Patient Care Services Report**  
**Board of Directors Meeting**  
**March 30th, 2017**

**As of the first of March, the following statistics were recorded for February 2017: ALOS: 3.4 and ADC of 12.1 down from 4.0 and 16.8 in Jan. distributed as follows: ICU: 1.9 down from 3.6; Med/Surg: 4.8 down from 6.5; SWB: 4.7 down from 6.3; OB: 0.8 up from 0.5 and OBS: 0.2 down from 0.4. Deliveries in OB were: 7 live births only. Average LOS year to date is 3.5. Avg IP census YTD is 12.7 comprised of ICU 2.2, Med/Surg 5.4, OB 0.7 and SWB 4.3. OBS YTD was 0.3. OB stats for calendar year 2016 were: 110 live births and 2 stillbirths for a total of 112. Fiscal year stats for OB as of June 30, 2016 totaled 99 births.**

**Regulatory/Education Update**

No report has been received from the visit from CDPH in early February for a check back on facility progress with the nurse call system, the Central Sterile project, and OB staffing. In addition, the surveyor evaluated medical record storage processes. In March, an Infection Prevention and Control Facilities Evaluator made an unannounced visit to evaluate OR processes and progress. She stated upon departure that there were no findings during her visit. The Joint Commission's Biennial Clinical Laboratory Survey is pending as this report is written. An interdisciplinary team has collaborated on development and revision of the Safety and Compliance Manual that meets the regulatory requirement of annual industry and facility specific staff education. All departments are represented in the document and a 90% score on the post test confirms that the staff member is knowledgeable about critical issues in healthcare compliance and staff and patient safety. Staff who did not achieve the 90% score received coaching from their department manager or the CPCS. Of 342 exams taken, the average number of incorrect responses for the 43 questions was 2.8 (3). MCDH is well on its way to fully embracing a Safety Culture!

**Nursing Administration**

Kelly Hendricks has been promoted to the position of Manager of Med-Surg/SWB and Administrative Nursing Supervision Departments. She has been a charge nurse on Med-Surg, a Float Nurse, and most recently, an Administrative Nursing Supervisor. Ms Hendricks has been an engaged participant in many performance improvement activities and interdisciplinary care teams at MCDH.. Ms Hendricks brings sound clinical knowledge and leadership skills to these departments and will be a sensitive mentor and strong role model for the staff she serves. Her part time position in Administrative Nursing Supervision has been posted and recruitment is in progress. Please join me in welcoming and supporting Ms Hendricks in her new role.

Darlene Harris, RN BSN, was added to the Nursing Administrative Supervisor Dept rotation in February. Historically, Ms Harris has provided adult and infant certification

training for NRP, PALS, BLS and ACLS through the Education Dept, as an independent contractor.

### **Ambulance**

New interviews are ongoing to fill some recent vacancies. The “youngest” ambulance, purchased in 2013, has turned over 100,000 miles. We are evaluating replacement options for the oldest ambulance, purchased in 2007, as out of area transfers continue to rise in necessity and frequency.

### **Auxiliary**

Auxiliary Volunteer Board Officers for 2016-2017 are: President, Carol Steele; Vice-President, Susan Collins; Secretary, Ilene Brown; and Treasurer, Norma Holmes. On February 14<sup>th</sup>, the annual Appreciation Luncheon was held for all hospital staff. Volunteer Appreciation Week occurs in April and they will be recognized for their dedication at a hospital sponsored event in late April.

### **CardioPulmonary**

A new fulltime RT, Mary Frederickson, joined the department in March.

### **Clinical Laboratory**

Emmet O’Connell and staff are gearing up for our next TJC Survey expected in April 2017. Emmet O’Connell has been promoted to the role of Ancillary Services Manager, and he is assisting with oversight in the Kitchen, Cardiopulmonary Services, Diagnostic Imaging Services and Ambulance Services. He retains responsibility for the Clinical Laboratory Services and Infection Prevention Coordination.

### **Diagnostic Imaging**

A permanent FT Mammography Tech, Trisa Tabrizie, has been recruited and she began onboarding in March. Multiple surveys and re-certifications will occur in this department in 2017 beginning with mammography certification in April. Shirley Kirkpatrick and Margaret DeMarinis are preparing necessary information and documents for the pending survey.

### **Dietary**

Anne Sansom has accepted the position of Dietary Services Manager. Ms Sansom comes to us from Michigan and has extensive dietary services management experience. Nancy Meisenheimer, Interim RD, will return in April to complete Ms. Sansom’s orientation. Ms. Meisenheimer returned to MCDH briefly in January and February to temporarily manage the department and provide Registered Dietitian Services required for the department. Denis Tone has been promoted to the role of Dietary Services Supervisor to

provide leadership in the day to day operations of food preparation and kitchen operations. He has been working per diem in the facility for the past two years and comes with 25 years of food service and restaurant management. He will be taking the certification course for Dietary Management over the next several months and will be mentored by Ms.Sansom who has experience in training dietary staff in expanding their skills. Please join me in welcoming these skilled professionals to the healthcare team.

### **Infusion Center**

The department is coming together with the transfer of a MA from NCFHC to cover the prolonged absence of a valued staff member. Infusion, AntiCoag/Hematology and Oncology continue to build volume and provide valued service to the community. Joe Martin, PA, has been promoted to the position of Department Manager. Jade Eaves,RN., is reaching the end of her travel assignment as an oncology nurse. We are actively recruiting for her replacement.

### **Pharmacy**

Viktoria Zaita has left the Pharmacy Dept and Kyle Siler has signed on with MCDH fulltime. Another part time pharmacist, Mary McHughes, joined the team in September. She is assisting with navigating the complexities of the 340B Program as we increase the number of vendors and medication providers with whom to partner. Margaret Bradshaw continues to lead the Antibiotic Stewardship Team. Lois Leister has completed the finishing touches on the 2016 MERP Plan Summary, and rolled out the 2017 Plan at Patient Safety Committee.

### **Rehabilitation**

Rehab recruitment continues for PT positions for both Inpatient and Home Health Services. A part time employee, Sarah Mechling, OT, is moving to fulltime status to support the volume increases in the department.

### **Emergency Department:**

Work continues on the transition to electronic documentation for the medical and nursing staff. The Nihon Kohden cardiac monitoring program installation has installed and will require additional OSHPD and architectural collaboration before it can proceed. Two new RN hires in ED will complete orientation in March. An internal candidate, Mileka Baker, RN, will begin cross training in the ED in May of 2017. This increases the core staff by three, but the unit is still traveler dependent. In February, the Qualitick direct patient feedback tool was in place and will continue to improve the patient experience in the department. Lean Training and Throughput training planned for the department during the first quarter of 2017 has been rescheduled due to changes at EmCare. The nurse call system installation in the ED has been completed. Delays in final approval for use have

PUBLIC NOTICE

MENDOCINO COAST HEALTH CARE DISTRICT  
**PLANNING COMMITTEE**  
OF THE  
BOARD OF DIRECTORS

**Tuesday, February 14, 2017**

4:30 pm

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

AGENDA

- |              |   |                              |
|--------------|---|------------------------------|
| <b>I.</b>    | <b>CALL TO ORDER</b>  | <b>Miller</b>                |
| <b>II.</b>   | <b>ROLL CALL</b>  | <b>Moon</b>                  |
| <b>III.</b>  | <b>APPROVAL OF PLANNING MINUTES – Nov. 29, 2016</b>   | <b>Tab 1 Miller - Action</b> |
| <b>IV.</b>   | <b>COMMUNITY HEALTH NEEDS ASSESSMENT, NEXT STEPS<br/>Mr. Bob Edwards, CEO</b>                   | <b>Information/Action</b>    |
| <b>V.</b>    | <b>PUBLIC RELATIONS, MARKETING; STRATEGIC<br/>INITIATIVES, NEXT STEPS: Mr. Bob Edwards, CEO</b> | <b>Information/Action</b>    |
| <b>VI.</b>   | <b>OB COMMITTEE UPDATE: Dr. Kevin Miller</b>  | <b>Information</b>           |
| <b>VII.</b>  | <b>COMMENTS FROM THE COMMUNITY</b>  |                              |
| <b>VIII.</b> | <b>ADJOURN</b>  | <b>Miller</b>                |

PUBLIC NOTICE

MENDOCINO COAST HEALTH CARE DISTRICT  
**BOARD OF DIRECTORS**  
REGULAR MEETING

**THURSDAY, FEBRUARY 23, 2017**

**4:00 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**

1. **Information/Action:** Conference with legal counsel regarding personnel claim against the District. Government Code §54956.9(d)(2), (e)(3); Evidence Code §950, et seq
2. **Information/Action:** Consideration of Petition by Peter Glusker, M.D., Ph.D. to rescind District Resolution 2017-1 censuring him for violation of Government Code §54963. Government Code §§54956.9(d)(2)(4); (e)(1)(2); Government Code §54963; Evidence Code §950, et seq. The decision of the Board whether to rescind Resolution No. 2017-1 will be made public.
3. **Information/Action:** Pursuant to §32155 of the Health and Safety Code January Quality Management and Improvement Council Reports
4. **Information/Action:** Pursuant to California Government Code §54954.5 and §32155 of the Health and Safety Code Medical Staff Credentials and Privileges Review
5. **Information/Action:** "Consideration of extension and/or revision of TeleMed 2U Contract with Dr. Javeed Siddiqui, M.D., MHP, PC dba TeleMed 2U. Government Code §§54954.5 and 54957

**III. 6:00 P.M. OPEN SESSION CALL TO ORDER– STEVE LUND, PRESIDENT**

**IV. ROLL CALL**

**V. REPORT ON CLOSED SESSION MATTERS**

- |  |                           |
|--|---------------------------|
| 1. Conference with legal counsel re: personnel claim against the District      | <i>Information/Action</i> |
| 2. Consideration of Petition by Peter Glusker to rescind Resolution No. 2017-1 | <i>Information/Action</i> |
| 3. January Quality Management and Improvement Council Report                   | <i>Information/Action</i> |
| 4. Medical Staff Credentials and Privileges Report                             | <i>Information/Action</i> |
| 5. TeleMed 2 U Contract  | <i>Information/Action</i> |

**VI. 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.

**VII. REVIEW OF THE AGENDA**

*Action*

**VIII. BOARD COMMENTS**

*Information*

**IX. 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 under new business

- 1. Approval of Board of Directors meeting minutes of January 26, 2017 Tab 1
- 2. Policies & Procedures Tab 2  
*Policy Titles* *Policy Number*
  - a. Designation of "Acting" Chief of Patient Care Services in the 200.1020  
Absence of the Chief of Patient Care Services

**X. NEW BUSINESS**

- Amendment to Partnership Health Plan Memorandum of Understanding Tab 3 *Action/Information*  
Regarding provider recruitment: Ms. Ilona Horton
- Consideration of new lease with Group II Realty for the Hospice Thrift Store Tab 4 *Action/Information*  
at the Boatyard Shopping Center: Mr. John Ruprecht
- Contract with WIPFLI, LLP/HFS Consultants, CPAs and financial consultants for Tab 5 *Action/Information*  
periodic medical record & billing compliance review: Mr. John Ruprecht

**XI. OLD BUSINESS**

- None

**XII. REPORTS**

- CEO Report: Mr. Bob Edwards, CEO *Information*
- Medical Staff: Dr. John Kermen Tab 6 *Action/Information*
  - A. Re-Appointments to Medical Staff
    - 1. Sanford Brown, MD –Department of Medicine-Family Practice
    - 2. Vivian Belmusto, MD –Department of Medicine-Pediatrics
    - 3. John Cottle, MD –Department of Medicine-Family Practice
    - 4. Wade Gray, MD –Department of Medicine-Family Practice
    - 5. Dianne Harris, MD –Department of Medicine-Family Practice
    - 6. Jennifer Kreger, MD –Department of Medicine-Family Practice
    - 7. William Mahon, MD –Department of Medicine-Pediatrics
    - 8. James Michael Sandys, MD –Department of Medicine-Family Practice
  - B. Re-Appointments to Allied Health Professional Staff
    - 1. Suzanne Hewitt, FNP-C –Department of Medicine-Family Practice
    - 2. Marilyn Magoffin, FNP-C –Department of Medicine-Family Practice
    - 3. Joseph Martin, PA-C –Department of Medicine-Oncology-Hematology
    - 4. Michele Tellier, FNP-C –Department of Medicine-Family Practice
    - 5. Kei Velazquez, FNP-C –Department of Medicine-Women’s Health
- Chief of Patient Care Services report: Ms. Terry Murphy Tab 7 *Information*
- Planning Committee Report: Dr. Kevin Miller *Action/Information*
- OB Ad Hoc Committee Report: Dr. Kevin Miller *Information*
- Plant Services Report: Mr. Steve Kobert *Action/Information*
- JPA Report: Mr. Bob Edwards, CFO *Action/Information*
- Approval of Alysoun Huntley Ford Fund Draw: Mr. Wade Sturgeon, CFO *Action/Information*
- Association and Community Service Reports *Information*
- Finance Committee Report: Mr. Wade Sturgeon Tab 8 *Action/Information*
  - Statistical/Finance Report, January 2017

**XIII. 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.

#### **XIV. 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, MARCH 2, 2017**

**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 March 2, 2017 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

**CLOSED SESSION:**

1. **Information/Action:** Conference with legal counsel regarding personnel claim against the District.  
Government Code §54956.9(d)(2), (e)(3); Evidence Code §950, et seq

**RECONVENTION OF OPEN SESSION: CALL TO ORDER - MR. STEVE LUND, PRESIDENT**

- Roll call

**REPORT ON CLOSED SESSION MATTERS:**

1. **Information/Action:**
2. Comments from the community.
3. Comments from the Board of Directors.
4. Adjourn

Dated: February 28, 2017

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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 28, 2017

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Gayl Moon  
Secretary to the Board of Directors

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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, MARCH 16, 2017**

**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 March 16, 2017 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:** Public Employee Performance Review and Evaluation, Chief Financial Officer of the District. Government Code §§54957(b)(1) and (b)(2); Government Code §54954.5.

**RECONVENTION OF OPEN SESSION: CALL TO ORDER - MR. STEVE LUND, PRESIDENT**

➤ Roll call

**REPORT ON CLOSED SESSION MATTERS:**

1. Information/Action: Public Employee Performance Review and Evaluation, Chief Financial Officer of the District
2. Comments from the community.
3. Comments from the Board of Directors.
4. Adjourn

Dated: March 15, 2017

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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 15, 2017

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Gayl Moon  
Secretary to the Board of Directors

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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, MARCH 30, 2017**

**4:00 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**

1. **Information/Action:** Pursuant to §32155 of the Health and Safety Code February Quality Management and Improvement Council Reports
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:** Public Employment: To review and approve Professional Services Agreement for Dr. Bradley Bettinger Government Code §54954.5 & 54957

**III. 6:00 P.M. OPEN SESSION CALL TO ORDER– STEVE LUND, PRESIDENT**

**IV. ROLL CALL**

**V. REPORT ON CLOSED SESSION MATTERS**

1. February Quality Management and Improvement Council Report *Information/Action*
2. Medical Staff Credentials and Privileges Report *Information/Action*
3. Professional Services Agreement for Dr. Bradley Bettinger *Information/Action*

**VI. 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.

**VII. REVIEW OF THE AGENDA**

*Action*

**VIII. BOARD COMMENTS**

*Information*

**IX. 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 under new business

1. Approval of Board of Directors meeting minutes of February 23, 2017 Tab 1
2. Approval of Special Board of Directors meeting minutes of March 2, 2017 Tab 2
3. Approval of Special Board of Directors meeting minutes of March 16 2017 Tab 3

- |   |                      |
|---|----------------------|
| 3. Policies & Procedures                                    | Tab 4                |
| <i>Policy Titles</i>  | <i>Policy Number</i> |
| a. Observation Services Notification: MOON                  | 410.3013             |
| b. Electronic Signatures for Licensed Independent Providers | 445.3143             |

**X. NEW BUSINESS**

- |  |       |                           |
|--|-------|---------------------------|
| ➤ Amendment to Partnership Health Plan Memorandum of Understanding Regarding Provider Recruitment Support Program Provider Retention Enhancement Program: Ms. Ilona Horton | Tab 5 | <i>Action/Information</i> |
| ➤ Appointment of Mr. Bill Knapp as a Finance Committee Member: Dr. Luke Campos   |       | <i>Action/Information</i> |
| ➤ Meditech Upgrade to Version 6.1: Mr. Wade Sturgeon, CFO  | Tab 6 | <i>Action/Information</i> |
| ➤ 340B Compliance Program Agreement between the Partnership Health Plan And MCDH: Ms. Lois Leister   | Tab 7 | <i>Action/Information</i> |
| ➤ Non-disclosure Agreement with NEC Networks, LLC dba 340BX Clearing House Ms. Lois Leister  | Tab 8 | <i>Action/Information</i> |

**XI. OLD BUSINESS**

- None

**XII. REPORTS**

- |   |        |                           |
|---|--------|---------------------------|
| ➤ CEO Report: Mr. Bob Edwards, CEO  |        | <i>Information</i>        |
| ➤ Medical Staff: Dr. John Kermen  | Tab 9  | <i>Action/Information</i> |
| A. <u>Locum Tenens Coverage</u>   |        |                           |
| 1. Paul Nerz, MD – Department of Mendocino-NCFHC (April 3-July 31, 2017)            |        |                           |
| B. <u>Release from Provisional Status &amp; Proctoring/Advance to Active Status</u> |        |                           |
| 1. James Michael Sandys, MD –Department of Medicine-NCFHC                           |        |                           |
| C. <u>Appointments to Medical Staff-Provisional Status</u>                          |        |                           |
| 1. Lynette Chevalier-Paris, MD –Department of Medicine-Pediatrics                   |        |                           |
| 2. Gregory Moore, MD –Department of Medicine-Emergency Department                   |        |                           |
| 3. Ethan Ross, MD –Department of Medicine-Emergency Department                      |        |                           |
| 4. Christopher Ryan, MD –Department of Medicine-Hospitalist Service                 |        |                           |
| D. <u>Appointment to Allied Health Professionals Staff</u>                          |        |                           |
| 1. Lilo Fink, DNP, FNP-BC –Department of Medicine-NCFHC                             |        |                           |
| E. <u>Resignation from Active Medical Staff</u>                                     |        |                           |
| 1. John Garratt, MD –Department of Medicine-Psychiatry                              |        |                           |
| F. <u>Appointment of V-Rad Teleradiology Physicians</u>                             |        |                           |
| 1. Kenneth Chong, MD  |        |                           |
| 2. Jason Dipoce, MD   |        |                           |
| 3. Susan Gootnick, MD   |        |                           |
| 4. Kamran Janjua, MD  |        |                           |
| 5. Robert Henry, MD   |        |                           |
| 6. Elaine Khatod, MD  |        |                           |
| 7. Mark Miller, MD  |        |                           |
| 8. Brian Morrow, MD   |        |                           |
| 9. Julie Shaffrey, MD   |        |                           |
| 10. Joshua Sokol, MD  |        |                           |
| 11. Talitha Travis, MD  |        |                           |
| ➤ Chief of Patient Care Services report: Ms. Terry Murphy                           | Tab 10 | <i>Information</i>        |
| ➤ Planning Committee Report: Dr. Kevin Miller                                       | Tab 11 | <i>Action/Information</i> |
| 1. OB Ad Hoc Update: Dr. Kevin Miller   |        |                           |
| 2. CHNA: Mr. Bob Edwards, CEO   |        |                           |

- Plant Services Report: Mr. Steve Kobert *Action/Information*
- JPA Report: Mr. Bob Edwards, CFO *Action/Information*
- Approval of Alysoun Huntley Ford Fund Draw: Mr. Wade Sturgeon, CFO *Action/Information*
- Association and Community Service Reports *Information*
- Finance Committee Report: Mr. Wade Sturgeon
  - Statistical/Finance Report, February 2017 Tab 12 *Action/Information*

**XIII. 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.

**XIV. 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, APRIL 1, 2017**

**AGENDA**

**8:30 A.M. OPEN SESSION**

**HARBOR LITE LODGE**

**120 N HAROLD DRIVE**

**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 1, 2017 at 8:30 a.m. at Harbor Lite Lodge, 120 N Harbor Dr., Fort Bragg, California 95437

**CONDUCT OF BUSINESS:**

1. Call to Order
2. Roll Call

**OPEN SESSION: MR. STEVE LUND, PRESIDENT**

**1. COMMUNITY COMMENTS:**

*Information*

This portion of the meeting is reserved for persons desiring to address the Board of Directors on any matter which the District has jurisdiction. You must state your name and address for the record. Time is limited to 3 minutes per speaker. The Board of Directors can take no action on your presentation, but can seek clarification to points made in your presentation or comments.

2. RESOLUTION TO AUTHORIZE MANAGEMENT TO SUBMIT A HELP II LOAN APPLICATION IN THE AMOUNT OF \$3,500,000 THROUGH CALIFORNIA HEALTH FACILITIES FINAL AUTHORITY: MR. BOB EDWARDS, CEO

*Action*

3. BOARD OF DIRECTORS EDUCATION PRESENTED BY JIM DELAURO  
Govt. Code §54,952.2(c) (2)  
a. The Role of the Critical Access Board  
b. Understanding the Brown Act

*Information*

4. MUTUAL EXPECTATIONS OF BOARD MEMBERS: BOARD OF DIRECTORS

*Information*

5. ADJOURN

Dated: March 30, 2017

---

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 30, 2017



\_\_\_\_\_  
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, APRIL 4, 2017**

**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 4, 2017 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 exposure to litigation against the District pursuant to Government Code Sections §§54956.9(d)(2) and 54956.9(e)(2)

**RECONVENTION OF OPEN SESSION: CALL TO ORDER - MR. STEVE LUND, PRESIDENT**

➤ Roll call

**REPORT ON CLOSED SESSION MATTERS:**

1. Information/Action: Conference with Legal Counsel regarding exposure to litigation against the District
2. Comments from the community.
3. Comments from the Board of Directors.
4. Adjourn

Dated: April 3, 2017

---

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, 2017

---

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 27, 2017**  
**4:30 p.m.** Closed Session  
**6:00 p.m.** Open Session

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

Mendocino Coast District Hospital Mission Statement

**MISSION**

To make a positive difference in the health of our rural community.

**VISION**

MCDH will play a vital role in the overall health and well-being of the community, and will be the key element in the healthcare system serving the needs of our community. We will provide leadership to enhance the efficiency, coordination, quality and range of services provided within our rural healthcare system.

MCDH will be the healthcare provider and employer of choice within our community. We will continually address and keep up with technology and superior clinical skills

We will have a positive impact on health by encouraging personal and community responsibility for health and wellness. Our efforts will play a decisive role in people choosing to stay in our community or to locate here.

**VALUES**

MCDH is committed to providing excellent quality, patient centered, cost effective health care in a caring, safe and professional environment, and serving the community's healthcare needs with current technology and superior clinical skills. We believe in the right to local access to a wide range of excellent quality healthcare services in our rural community. We promote patient safety and satisfaction, and consistently work toward a high level of care with results in our patients recommending us to others and in their returning to us for needed health care.

Every member of our healthcare team will play an active, participative role that effectively utilizes the skills and talents of each. People are our most valuable resource. We encourage professional development that will achieve a level of competence and morale that will attract and maintain the highest quality staff. We strive to build partnership with our employees emphasizing mutual respect and mutual success.

**I. ROLL CALL**

**II. CLOSED SESSION**

1. **Information/Action:** Pursuant to §32155 of the Health and Safety Code March Quality Management and Improvement Council Reports
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:** Public Employment: To review and approve Professional Services Agreement three month extension for Dr. John Kermen Government Code §54954.5 & 54957
4. **Information/Action:** Public Employment: To review and approve Professional Services Agreement three month extension for Dr. Russell Perry Government Code §54954.5 & 54957
5. **Information/Action:** Formal Claim of Ellen Hardin, former HR Director, pursuant to California Government Code §905, et seq., Government Code §54956.9(d)(2); (e)(3)
6. **Information/Action:** Continuation of Public Employee Performance & Review Evaluation, CFO of the District, from 3/16/17 Special Board Meeting. California Government Code §§54957(b)(1) and (b)(2); Government Code §54954.5

**III. 6:00 P.M. OPEN SESSION CALL TO ORDER– STEVE LUND, PRESIDENT**

**IV. ROLL CALL**

**V. REPORT ON CLOSED SESSION MATTERS**

1. March Quality Management and Improvement Council Report
2. Medical Staff Credentials and Privileges Report

*Information/Action*

*Information/Action*

- |   |                           |
|---|---------------------------|
| 3. Professional Services Agreement three month extension for Dr. Kermen                 | <i>Information/Action</i> |
| 4. Professional Services Agreement three month extension for Dr. Perry                  | <i>Information/Action</i> |
| 5. Formal Claim of Ellen Hardin   | <i>Information/Action</i> |
| 6. Continuation of Public Employee Performance & Review Evaluation, CFO of the District | <i>Information/Action</i> |

**VI. 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.

**VII. REVIEW OF THE AGENDA**

*Action*

**VIII. BOARD COMMENTS**

*Information*

**IX. 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 under new business

- |  |                      |
|--|----------------------|
| 1. Approval of Board of Directors meeting minutes of March 30, 2017              | Tab 1                |
| 2. Approval of Special Board of Directors meeting minutes of April 1, 2017       | Tab 2                |
| 3. Approval of Special Board of Directors meeting minutes of April 4 2017        | Tab 3                |
| 4. Rash Curtis & Associates Financial Services Agreement                         | Tab 4                |
| 5. UVMC Purchasing Manager Agreement   | Tab 5                |
| 6. Joint Powers Agreement Requested By-law Changes, Updated Business Plan        | Tab 6                |
| 7. Approval of Alysoun Huntley Ford Fund Draw 2 patients for a total of \$764.33 |                      |
| 8. Policies & Procedures   | Tab 7                |
| <i>Policy Titles</i>   | <i>Policy Number</i> |
| a. Paid Sick Leave – Per Diem and Temporary Employees                            | 130.1427             |

**X. NEW BUSINESS**

- |   |                                 |
|---|---------------------------------|
| ➤ UVMC Biomed Contract: Mr. John Ruprecht   | Tab 8 <i>Action/Information</i> |
| ➤ Macro Helix Amendment to 2014 Contract (Buy-out Amendment):<br>Mr. Wade Sturgeon, CFO | Tab 9 <i>Action/Information</i> |
| ➤ June Board Meeting Date Change to June 22, 2017                                       | <i>Action</i>                   |

**XI. OLD BUSINESS**

- |   |                                  |
|---|----------------------------------|
| ➤ Help II Loan: Mr. Wade Sturgeon, CFO                    | Tab 10 <i>Action/Information</i> |
| ➤ Meditech Upgrade to Version 6.1: Mr. Wade Sturgeon, CFO | <i>Action/Information</i>        |
| ➤ Approval of Nurse Call Project: Mr. Steve Kobert        | Tab 11 <i>Action/Information</i> |

**XII. REPORTS**

- |   |                                  |
|---|----------------------------------|
| ➤ CEO Report: Mr. Bob Edwards, CEO  | <i>Information</i>               |
| ➤ Medical Staff: Dr. John Kermen  | Tab 12 <i>Action/Information</i> |
| A. <u>Temporary Privileges</u>  |                                  |
| 1. Rajwinder Bahia, MD –Department of Medicine-Hospitalist Service (April 24-28, 2017)  |                                  |
| B. <u>Locum Tenens Coverage</u>   |                                  |
| 1. Amy Tomlinson, MD –Department of Surgery-Obstetrics/Gynecology<br>(May 5-23; June 5-20; July 1-11 & July 26-August 15; September 1-16, 2017) |                                  |
| C. <u>Re-Appointments to Medical Staff</u>  |                                  |
| 1. Jeffrey Berenson, MD –Department of Medicine-Internal Medicine   |                                  |

2. Michael Brown, MD –Department of Medicine-Psychiatry
3. Lawrence Goldyn, MD –Department of Medicine-Internal Medicine
4. Jason Kirkman, MD –Department of Medicine-Internal Medicine
5. John Rochat, MD –Department of Medicine-Internal Medicine
6. James Swallow, MD –Department of Medicine-Internal Medicine

D. Appointments to Medical Staff-Provisional Status

1. Rajwinder Bahia, MD –Department of Medicine-Hospitalist Service

E. Resignation from Active Medical Staff

1. Benjamin Graham, MD –Department of Medicine-Internal Medicine
2. Attila Mady, MD –Department of Medicine-Internal Medicine/Hospitalist Service
3. John Wallace, MD –Department of Medicine-Internal Medicine

➤ Chief of Patient Care Services report: Ms. Terry Murphy

Tab 13 *Information*

➤ Planning Committee Report: Mr. Bob Edwards, CEO

*Action/Information*

1. CHNA Plan

➤ Plant Services Report: Mr. Steve Kobert

Tab 14 *Action/Information*

➤ Association and Community Service Reports

*Information*

➤ Finance Committee Report: Mr. Wade Sturgeon

- Statistical/Finance Report, March 2017

Tab 15 *Action/Information*

**XIII. Public Comments**

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**XIV. ADJOURNMENT**

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PUBLIC NOTICE

MENDOCINO COAST HEALTH CARE DISTRICT  
**BOARD OF DIRECTORS**  
REGULAR MEETING

**THURSDAY, MAY 25, 2017**

**4:00 p.m. Closed Session**

**6:00 p.m. Open Session**

MENDOCINO COAST DISTRICT HOSPITAL

Redwoods Room

700 River Drive

Fort Bragg, California 95437

55 Cyril Magnin Street

San Francisco, CA 94102-2812

Mendocino Coast District Hospital Mission Statement

**MISSION**

To make a positive difference in the health of our rural community.

**VISION**

MCDH will play a vital role in the overall health and well-being of the community, and will be the key element in the healthcare system serving the needs of our community. We will provide leadership to enhance the efficiency, coordination, quality and range of services provided within our rural healthcare system.

MCDH will be the healthcare provider and employer of choice within our community. We will continually address and keep up with technology and superior clinical skills

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**VALUES**

MCDH is committed to providing excellent quality, patient centered, cost effective health care in a caring, safe and professional environment, and serving the community's healthcare needs with current technology and superior clinical skills. We believe in the right to local access to a wide range of excellent quality healthcare services in our rural community. We promote patient safety and satisfaction, and consistently work toward a high level of care with results in our patients recommending us to others and in their returning to us for needed health care.

Every member of our healthcare team will play an active, participative role that effectively utilizes the skills and talents of each. People are our most valuable resource. We encourage professional development that will achieve a level of competence and morale that will attract and maintain the highest quality staff. We strive to build partnership with our employees emphasizing mutual respect and mutual success.

**I. ROLL CALL**

**II. CLOSED SESSION**

1. **Information/Action:** Pursuant to §32155 of the Health and Safety Code April Quality Management and Improvement Council Reports
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:** Joan Hammarback and Ryleigh Peurrung, Plaintiffs v. MCDH, Defendants, Mendocino County Superior Court Case No. SCTMCVPO-17-69091, filed 4/27/17; Government Code §54,956.9 (pending litigation)
4. **Information/Action:** Personnel conference with District Legal Counsel to discuss the potential need to retain additional legal assistance due to the current volume of District legal matters; Government Code §54,957; Evidence Code §950, et.seq.; Health & Safety Code §32,121(f) General Counsel, but to handle contracts
5. **Information/Action:** Public Employment: To review and approve Professional Services Agreement extension for Dr Jack Bellah Government Code §54954.5 & 54957
6. **Information/Action:** Public Employment: To review and approve Professional Services Agreement extension for Dr. Linda James Government Code §54954.5 & 54957
7. **Information/Action:** Public Employment: To review and approve Professional Services Agreement for Dr. Jennifer Kreger Government Code §§54,954.5; 54,957

- 8. **Information/Action:** Public Employment: To review and approve Professional Services Agreement for Dr. Douglas Lister Government Code §§54,954.5; 54,957
- 9. **Information/Action:** Public Employment: To review and approve new Professional Services Agreement with Dr. John Cottle Government Code §§54,954.5; 54,957
- 10. **Information/Action:** Public Employment: To review and approve Clinic Director Professional Services Agreement for Dr. Jason Kirkman Government Code §54954.5 & 54957
- 11. **Information/Action:** Consideration of the terms and conditions of the following proposed Agreement with Sandra Fleming, MD: (a) Professional Services Agreement: (b) Recruitment and Credit Agreement: (c) Promissory Note; Government Code §§54,954.5; 54,957; Health & Safety Code §32,121.3

**III. 6:00 P.M. OPEN SESSION CALL TO ORDER– STEVE LUND, PRESIDENT**

**IV. ROLL CALL**

**V. REPORT ON CLOSED SESSION MATTERS**

- 1. April Quality Management and Improvement Council Report *Information/Action*
- 2. Medical Staff Credentials and Privileges Report *Information/Action*
- 3. Mendocino County Superior Court Case #SCTMCVPO-17-69091 *Information/Action*
- 4. Approval to interview and submit to the Board additional Attorney *Information/Action*
- 5. Professional Services Agreement extension for Dr. Jack Bellah *Information/Action*
- 6. Professional Services Agreement extension for Dr. Linda James *Information/Action*
- 7. Professional Services Agreement for Dr. Jennifer Kreger *Information/Action*
- 8. Professional Services Agreement for Dr. Douglas Lister *Information/Action*
- 9. Professional Services Agreement for Dr. John Cottle *Information/Action*
- 10. Professional Services Agreement for Dr. Jason Kirkman *Information/Action*
- 11. Professional Services Agreement consideration of terms for Dr. Sandra Fleming *Information/Action*

**VI. PUBLIC COMMENTS**

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***BROWN ACT REQUIREMENTS:*** Pursuant to the Brown Act, the council cannot discuss issues or take action on any requests during this comment period.

**VII. REVIEW OF THE AGENDA**

*Action*

**VIII. BOARD COMMENTS**

*Information*

**IX. 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 under new business

- 1. Approval of Board of Directors meeting minutes of April 27, 2017 Tab 1
- 2. Approval of Alysoun Huntley Ford Fund Draw (1) patient for a Total of \$376.08
- 3. Medical Staff Rules and Regulations Tab 2
- 4. Obstetrics 3 year On Call Contract with Mendocino Coast Clinic Tab 3
- 5. Pediatrics 3 year On Call Contract with Mendocino Coast Clinic Tab 4

**X. NEW BUSINESS**

- Board Meeting Venue change discussion: Mr. Bob Edwards, CEO *Information*



- CEO Spending Limit without Board approval to \$100,000 except for Construction Contracts: Mr. Bob Edwards, CEO Tab 5 *Action/Information*
- Stress Test Treadmill purchase: Mr. Emmet O'Connell Tab 6 *Action/Information*
- 340B Pharmacy Services Agreement with Mendocino Coast Pharmacy: Mr. Wade Sturgeon, CFO Tab 7 *Action/Information*
- HEMACS Professional Recruitment Agreement for CHRO, Quality/Risk PR/Communication, Revenue Cycle: Mr. Bob Edwards, CEO Tab 8 *Action/Information*
- Tri Counties Bank Letter of Credit: Mr. Wade Sturgeon, CFO Tab 9 *Action/Information*

**XI. OLD BUSINESS**

- None

**XII. REPORTS**

- CEO Report: Mr. Bob Edwards, CEO *Information*
- Medical Staff: Dr. John Kermen Tab 10 *Action/Information*
  - A. Locum Tenens Coverage
    - 1. Emad Asham, MD- Department of Surgery-General Surgery (May 23-31, 2017)
    - 2. Sasidharan Ponthenkandath, MD (Dr. Sasi)-Department of Medicine-Pediatrics (June 1-13; July 1-12; August 3-15; September 1-12; October 4-14; November 7-17; December 22-January 3, 2018)
  - B. Appointments to V-Rad Teleradiology Services
    - 1. Sireesha Iruvuri
    - 2. Glenn Schultes
  - C. Resignation from Active Medical Staff
    - 1. John Gallo, MD –Department of Medicine-Family Practice
    - 2. James Pretorius, MD –Department of Medicine-Hospitalist Service
- Planning Committee Report: Dr. Kevin Miller *Action/Information*
- Plant Services Report: Mr. Steve Kobert 0 Tab 11 *Action/Information*
- Association and Community Service Reports *Information*
- Finance Committee Report: Mr. Wade Sturgeon Tab 12 *Action/Information*
  - Statistical/Finance *Action/Information*
  - Report, April 2017
  - Special Board Meeting to approve the Budget on June 15

**XIII. Public Comments**

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**XIV. ADJOURNMENT**

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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.

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**BOARD OF DIRECTORS**

**TUESDAY, JUNE 13, 2017**

**AGENDA**

**6:00 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 13, 2017 at 6:00 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:** “Personnel Session with the District’s CFO and Legal Counsel Pertaining to Certain Allegations by the District’s Former Director of Human Resources in her Government Claim Filed with the District pursuant to Government Code §905, et seq. This matter will be held in Closed Session pursuant to the provisions of Government Code §54957(b)(1) [Personnel]; Government Code §54956.9 [Threatened Litigation]; and Evidence Code §950, et seq. [Attorney client Privilege].

**RECONVENTION OF OPEN SESSION: CALL TO ORDER - MR. STEVE LUND, PRESIDENT**

➤ Roll call

**REPORT ON CLOSED SESSION MATTERS:**

1. Information/Action: Personnel Session with the District’s CFO and Legal Counsel
2. Comments from the community.
3. Comments from the Board of Directors.
4. Adjourn

Dated: June 9, 2017

---

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 9, 2017

---

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, JUNE 15, 2017**

**AGENDA**

**6:00 P.M. – REDWOODS ROOM MCDH  
700 RIVER DRIVE 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 15, 2017 at 6:00 p.m. at Mendocino Coast District Hospital, 700 River Drive, Fort Bragg, CA

**CONDUCT OF BUSINESS:**

1. Call to Order
2. Roll Call

**OPEN SESSION: MR. STEVE LUND, PRESIDENT**

**1. COMMUNITY COMMENTS:**

*Information*

This portion of the meeting is reserved for persons desiring to address the Board of Directors on any matter which the District has jurisdiction. You must state your name and address for the record. Time is limited to 3 minutes per speaker. The Board of Directors can take no action on your presentation, but can seek clarification to points made in your presentation or comments.

***BROWN ACT REQUIREMENTS:** Pursuant to the Brown Act, the council cannot discuss issues or take action on any requests during this comment period.*

**2. ACTION/INFORMATION: REVIEW AND APPROVAL OF FY 2017-18 FINANCIAL OPERATIONS BUDGET OF THE MENDOCINO COAST HEALTH CARE DISTRICT:  
MR. WADE STURGEON, CFO**

**Tab 1**

**3. ACTION/INFORMATION: REVIEW AND APPROVAL OF FY 2017-19 CAPITAL BUDGET: MR. WADE STURGEON, CFO**

**Tab 2**

**4. ADJOURN**

Dated: June 12, 2017

---

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 12, 2017

\_\_\_\_\_  
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, JUNE 21, 2017  
AGENDA**

**6:00 P.M. – REDWOODS ROOM MCDH  
700 RIVER DRIVE 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 21, 2017 at 6:00 p.m. at Mendocino Coast District Hospital, 700 River Drive, Fort Bragg, CA

**CONDUCT OF BUSINESS:**

1. Call to Order
2. Roll Call

**OPEN SESSION: MR. STEVE LUND, PRESIDENT**

**1. COMMUNITY COMMENTS:**

*Information*

This portion of the meeting is reserved for persons desiring to address the Board of Directors on any matter which the District has jurisdiction. You must state your name and address for the record. Time is limited to 3 minutes per speaker. The Board of Directors can take no action on your presentation, but can seek clarification to points made in your presentation or comments.

***BROWN ACT REQUIREMENTS:*** Pursuant to the Brown Act, the council cannot discuss issues or take action on any requests during this comment period.

**2. BOARD COMMENTS**

**3. ACTION/INFORMATION: BOARD MEETING VENUE CHANGE: MR BOB EDWARDS, CEO**

**4. ACTION/INFORMATION: MEDICAL STAFF: DR. JOHN KERMEN**

**Tab 1**

A. Locum Tenens Coverage

1. Robert Waldron, MD –Department of Medicine-Radiology (June 12-24, 2017)

B. Appointments to Medical Staff-Provisional Status

1. William Miller, MD –Department of Medicine-Hospitalist Service & Emergency Department

C. Appointments to V-Rad Teleradiology Services

1. Jay Donohoo, MD
2. Benujamin Bak, MD

**5. ACTION/INFORMATION: RENEWAL OF PROPERTY INSURANCE COVERAGE:  
MR. WADE STURGEON, CFO**

**Tab 2**

**6. ACTION/INFORMATION: RENEWAL OF PROFESSIONAL LIABILITY INSURANCE  
COVERAGE: MR. WADE STURGEON, CFO**

**Tab 3**

**7. ACTION/INFORMATION: RENEWAL OF WORKERS COMPENSATION INSURANCE:  
MR. WADE STURGEON, CFO**

**Tab 4**

**8. ACTION/INFORMATION: PROPOSED CONTRACT BETWEEN THE HOSPITAL DISTRICT  
AND MEDICAL INFORMATION TECHNOLOGY, INC. (MEDITECH) FOR A COMPREHENSIVE  
HEALTH CARE INFORMATION SYSTEM AGREEMENT FOR THE HOSPITAL  
AND ITS DEPARTMENTS AND DIVISIONS: MR. WADE STURGEON, CFO**

**Tab 5**

**9. ACTION/INFORMATION: PROPOSED CONTRACT WITH “CLOUDWAVE” COMPANY  
TO FURNISH HARDWARE, INFRASTRUCTURE SUPPORT ETC, IN SUPPORT OF THE  
MEDITECH SOFTWARE TO BE LICENSED TO THE DISTRICT PURSUANT TO THE:  
PROPOSED HEALTHCARE INFORMATION SYSTEM: MR. WADE STURGEON, CFO**

**Tab 6**

**10. ACTION/INFORMATION: BOND MOTION: MR. WADE STURGEON**

**11. COMMUNITY COMMENTS**

This portion of the meeting is reserved for persons desiring to address the Board of Directors on any matter which the District has jurisdiction. You must state your name and address for the record. Time is limited to 3 minutes per speaker. The Board of Directors can take no action on your presentation, but can seek clarification to points made in your presentation or comments.

***BROWN ACT REQUIREMENTS:*** Pursuant to the Brown Act, the council cannot discuss issues or take action on any requests during this comment period.

**12. ADJOURN**

Dated: June 16, 2017

\_\_\_\_\_  
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 16, 2017

\_\_\_\_\_  
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.

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PUBLIC NOTICE

MENDOCINO COAST HEALTH CARE DISTRICT  
**BOARD OF DIRECTORS**  
REGULAR MEETING

**THURSDAY, JUNE 22, 2017**  
**6:00 p.m. Open Session**

TOWN HALL  
363 North Main Street  
Fort Bragg, California 95437

Mendocino Coast District Hospital Mission Statement

**MISSION**

To make a positive difference in the health of our rural community.

**VISION**

MCDH will play a vital role in the overall health and well-being of the community, and will be the key element in the healthcare system serving the needs of our community. We will provide leadership to enhance the efficiency, coordination, quality and range of services provided within our rural healthcare system.

MCDH will be the healthcare provider and employer of choice within our community. We will continually address and keep up with technology and superior clinical skills

We will have a positive impact on health by encouraging personal and community responsibility for health and wellness. Our efforts will play a decisive role in people choosing to stay in our community or to locate here.

**VALUES**

MCDH is committed to providing excellent quality, patient centered, cost effective health care in a caring, safe and professional environment, and serving the community's healthcare needs with current technology and superior clinical skills. We believe in the right to local access to a wide range of excellent quality healthcare services in our rural community. We promote patient safety and satisfaction, and consistently work toward a high level of care with results in our patients recommending us to others and in their returning to us for needed health care.

Every member of our healthcare team will play an active, participative role that effectively utilizes the skills and talents of each. People are our most valuable resource. We encourage professional development that will achieve a level of competence and morale that will attract and maintain the highest quality staff. We strive to build partnership with our employees emphasizing mutual respect and mutual success.

**I. ROLL CALL**

**II. OPEN SESSION CALL TO ORDER– STEVE LUND, PRESIDENT**

**IV. ROLL CALL**

**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.

***BROWN ACT REQUIREMENTS:*** Pursuant to the Brown Act, the Board of Directors cannot discuss issues or take action on any requests during this comment period.

**VII. REVIEW OF THE AGENDA**

*Action*

**VIII. BOARD COMMENTS**

*Information*

**IX. 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 under new business

1. Approval of Board of Directors meeting minutes of May 25, 2017

Tab 1

**X. NEW BUSINESS**

- Mendocino Coast District Hospital Obstetrics Services: Mr. Steve Lund, Chair

*Action/Information*

**XI. OLD BUSINESS**

- None

**XII. REPORTS**

- None

**XIII. 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.

***BROWN ACT REQUIREMENTS:*** Pursuant to the Brown Act, the Board of Directors cannot discuss issues or take action on any requests during this comment period.

**XIV. 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.

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PUBLIC NOTICE

MENDOCINO COAST HEALTH CARE DISTRICT  
**BOARD OF DIRECTORS**  
REGULAR MEETING

**THURSDAY, JULY 27, 2017**

**4:30 p.m. Closed Session**

**6:00 p.m. Open Session**

MENDOCINO COAST DISTRICT HOSPITAL

Town Hall

363 North Main Street

Fort Bragg, California 95437

Mendocino Coast District Hospital Mission Statement

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**VISION**

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**I. ROLL CALL**

**II. CLOSED SESSION**

1. **Information/Action:** Pursuant to §32155 of the Health and Safety Code June Quality Management and Improvement Council Reports
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 with Legal Counsel for the District: Consideration of the need for additional legal assistance. Government Code §54957
4. **Information/Action:** Public Employment: To review and approve Professional Services Agreement for Russell Perry, MD Government Code §54954.5 & 54957
5. **Information/Action:** Public Employment: To review and approve Professional Services Agreement for John Kermen, DO Government Code §54954.5 & 54957

**III. 6:00 P.M. OPEN SESSION CALL TO ORDER– STEVE LUND, PRESIDENT**

**IV. ROLL CALL**

**V. REPORT ON CLOSED SESSION MATTERS**

1. June Quality Management and Improvement Council Report
2. Medical Staff Credentials and Privileges Report
3. Additional Legal Assistance
4. Professional Services Agreement for Russell Perry, MD

*Information/Action*

*Information/Action*

*Information/Action*

*Information/Action*

5. Professional Services Agreement for John Kermen, DO

*Information/Action*

## VI. 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.

**BROWN ACT REQUIREMENTS:** Pursuant to the Brown Act, the council cannot discuss issues or take action on any requests during this comment period.

## VII. REVIEW OF THE AGENDA

*Action*

## VIII. BOARD COMMENTS

*Information*

## IX. 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 under new business

- |  |                      |
|--|----------------------|
| 1. Approval of Board of Directors meeting minutes of May 25, 2017                | Tab 1                |
| 2. Approval of Board of Directors meeting minutes of June 22, 2017               | Tab 1a               |
| 3. Approval of Special Board of Directors meeting minutes of June 21, 2017       | Tab 1b               |
| 4. Approval of Special Board of Directors meeting minutes of June 15, 2017       | Tab 1c               |
| 5. Approval of Special Board of Directors meeting minutes of June 13, 2017       | Tab 1d               |
| 6. Approval of Alysoun Huntley Ford Fund Draw 3 patients for a total of \$840.44 |                      |
| 7. Policies & Procedures   | Tab 2                |
| <i>Policy Titles</i>   | <i>Policy Number</i> |
| a. Employee Family and Medical Leaves  | 130.1423             |
| b. Dress, Appearance and Personal Grooming                                       | 130.1514             |

## X. NEW BUSINESS

- |   |       |                           |
|---|-------|---------------------------|
| ➤ Renewal for G. E Mammography Imaging System: Mr. Emmet O'Connell  | Tab 3 | <i>Action/Information</i> |
| ➤ Vitek Contract: Mr. Emmet O'Connell   | Tab 4 | <i>Action/Information</i> |
| ➤ Consideration to request a Joint Planning Committee/Board Retreat to develop a plan to accomplish the 2030 Seismic Building requirements and long term Financial Viability Plan: Mr. Bob Edwards, CEO |       | <i>Action/Information</i> |
| ➤ Amendment & Extension of Emcare Premier Emergency Physician Contract: Mr. Wade Sturgeon, CFO  | Tab 5 | <i>Action/Information</i> |
| ➤ Board Protocols: Mr. Steve Lund, Chair  | Tab 6 | <i>Action/Information</i> |

## XI. OLD BUSINESS

- None

## XII. REPORTS

- |   |       |                           |
|---|-------|---------------------------|
| ➤ CEO Report: Mr. Bob Edwards, CEO  |       | <i>Information</i>        |
| ➤ Medical Staff: Dr. John Kermen  | Tab 7 | <i>Action/Information</i> |
| A. <u>Temporary Privileges</u>  |       |                           |
| 1. Hassan Jadid, MD –Department of Medicine-Hospitalist Service(July 19-28, 2017) |       |                           |
| B. <u>Locum Tenens Coverage</u>   |       |                           |
| 1. Sherif Wassef, MD –Department of Medicine-Radiology (June 16-24-2017)          |       |                           |

C. Re-Appointments to Medical Staff

1. Tareg Ali, MD –Department of Medicine-Emergency Medicine
2. Michael Azarkh, MD –Department of Medicine-Hospitalist
3. Arvind Behl, MD –Department of Medicine-Hospitalist
4. Debra Bowker, MD –Department of Medicine-Emergency Medicine
5. Darby Clayson, MD –Department of Medicine-Hospitalist
6. Christine Eisele, MD –Department of Medicine-Emergency Medicine
7. Mandaar Gokhale, MD –Department of Medicine-Emergency Medicine
8. Timothy Hockenberry, MD –Department of Medicine-Hospitalist
9. David Irvine, MD –Department of Medicine-Emergency Medicine
10. Barbara Kilian, MD – Department of Medicine-Emergency Medicine
11. Juliet LaMers, MD –Department of Medicine-Emergency Medicine
12. Richard Leach, MD –Department of Medicine-Emergency Medicine
13. Irais Leon, MD –Department of Medicine-Emergency Medicine
14. Robin Serrahn, MD –Department of Medicine-Emergency Medicine
15. Buongkhong (David) Vansomphone, MD –Department of Medicine-Hospitalist
16. Camelia Wogu, MD –Department of Medicine-Hospitalist

D. Appointments to Medical Staff –Provisional Status

1. Hassan Jadid, MD –Department of Medicine-Hospitalist Service
- Planning Committee Report: Dr. Kevin Miller *Action/Information*
  - Request Board Special Meeting to consider Parcel Tax Measure on November 2017 Tab 8 *Action/Information*  
Ballot: Dr. Kevin Miller
  - Association and Community Service Reports *Information*
  - Finance Committee Report: Mr. Wade Sturgeon Tab 9 *Action/Information*
    - Statistical/Finance Report, June 2017

**XIII. Public Comments**

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**XIV. ADJOURNMENT**

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PUBLIC NOTICE

MENDOCINO COAST HEALTH CARE DISTRICT  
**BOARD OF DIRECTORS**  
REGULAR MEETING

**THURSDAY, AUGUST 31, 2017**  
**4:00 p.m. Closed Session**  
**6:00 p.m. Open Session**

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

Mendocino Coast District Hospital Mission Statement

**MISSION**

To make a positive difference in the health of our rural community.

**VISION**

MCDH will play a vital role in the overall health and well-being of the community, and will be the key element in the healthcare system serving the needs of our community. We will provide leadership to enhance the efficiency, coordination, quality and range of services provided within our rural healthcare system.

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**I. ROLL CALL**

**II. CLOSED SESSION**

1. **Information/Action:** Pursuant to §32155 of the Health and Safety Code July Quality Management and Improvement Council Reports
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:** Contract with Zoe Berna, M.D., for services to become the North Coast Family Health Center's Electronic Health Records Physician Specialist. Government Code §54,957
4. **Information/Action:** Contract with the law firm of Merrill, Arnone and Jones, LLP, for additional Hospital District Legal Services. Government Code §54,957
5. **Information/Action:** Revised employment contract with the District's Chief Financial Officer, Wade Sturgeon. Government Code §54,957
6. **Information/Action:** Options to retain P.K. Reddy, M.D., Orthopedic Surgeon, as a physician with the Hospital District either by a new independent contractor's agreement or a direct district employment agreement with the District as now allowed by Assembly Bill 2024, effective January 1, 2017. Government Code §54,957.
7. **Information/Action:** Claim of Safeway/Albertson's for alleged refund of 340B Pharmacy Program payments. Government Code §54,956.9(c)(2)
8. **Information/Action:** Claim of Margaret R. DeMarinis through her attorney Parveen Tumber. Government Code §54,956.9(c)(2)
9. **Information/Action:** Public Employment: To review and approve Professional Services Agreement for Dr. Linda James Government Code §54954.5 & 54957

10. **Information/Action:** Public Employment: To review and approve Professional Services Agreement for Dr. Jack Bellah Government Code §54954.5 & 54957

**III. 6:00 P.M. OPEN SESSION CALL TO ORDER– STEVE LUND, PRESIDENT**

**IV. ROLL CALL**

**V. REPORT ON CLOSED SESSION MATTERS**

- |  |                           |
|--|---------------------------|
| 1. July Quality Management and Improvement Council Report  | <i>Information/Action</i> |
| 2. Medical Staff Credentials and Privileges Report   | <i>Information/Action</i> |
| 3. Zoe Berna to become the North Coast Family Health Center's Electronic Health Records Specialist | <i>Information/Action</i> |
| 4. Contract with the law firm Merrill, Arnone and Jones, LLP                                       | <i>Information/Action</i> |
| 5. Chief Financial Officer's contract  | <i>Information/Action</i> |
| 6. P. K. Reddy, M.D. Agreement   | <i>Information/Action</i> |
| 7. Pharmacy Program payments   | <i>Information/Action</i> |
| 8. Claim of Margaret R. DeMarinis  | <i>Information/Action</i> |
| 9. Professional Services Agreement for Dr. Linda James   | <i>Information/Action</i> |
| 10. Professional Services Agreement for Dr. Jack Bellah  | <i>Information/Action</i> |

**VI. 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.

**BROWN ACT REQUIREMENTS:** Pursuant to the Brown Act, the council cannot discuss issues or take action on any requests during this comment period.

**VII. REVIEW OF THE AGENDA**

*Action*

**VIII. BOARD COMMENTS**

*Information/Action*

1. Request from community group "Friends of the Hospital" to attend a Sept. 7<sup>th</sup> Community meeting: Mr. Steve Lund, Chair

**IX. 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 under new business

1. Approval of Board of Directors meeting minutes of July 27, 2017 Tab 1
2. Approval of Alysoun Huntley Ford Fund Draw 3 patients for a total of \$320.83

**X. NEW BUSINESS**

- |  |                                 |
|--|---------------------------------|
| ➤ September 23, 2017 Board/Planning/Finance Retreat: Mr. Steve Lund, Chair   | <i>Action/Information</i>       |
| ➤ Contract with M-Modal for Medical Transcription Services:<br>Mr. Wade Sturgeon, CFO  | Tab 2 <i>Action/Information</i> |
| ➤ Contract with General Electric Healthcare for refurbished OEC – Expanded Surgical Platform Mobile C-arm and ancillary equipment:<br>Mr. Wade Sturgeon, CFO | Tab 3 <i>Action/Information</i> |
| ➤ Stryker, Video Camera Tower for Fiberoptic Camera System (laparoscope):<br>Mr. Bob Edwards, CEO/Mr. Wade Sturgeon, CFO                                     | Tab 4 <i>Action/Information</i> |
| ➤ Current status of OR HVAC Project (Operating Room, Heating, Ventilation  | Tab 5 <i>Action/Information</i> |



- and Air Conditioning): Mr. Steve Kobert
- PACS System: Mr. Wade Sturgeon, CFO
- Planning Committee Chair: Mr. Steve Lund, Chair
  - Approval of Planning Committee Members

Tab 6 *Action/Information*  
*Action/Information*

## XI. OLD BUSINESS

- None

## XII. REPORTS

- CEO Report: Mr. Bob Edwards, CEO
- Medical Staff: Dr. John Kermen
  - A. Temporary Privileges
    1. Eleanor Oakley, MD –Department of Medicine-Emergency Medicine (Aug 30-31, 2017)
    2. Sandeep Pandov, MD –Department of Medicine-Hospitalist Service (Aug 23-31, 2017)
    3. Robert Pollard, MD –Department of Medicine-Emergency Medicine (Aug 20, 2017)
    4. Susan Sims, FNP –Department of Medicine-Allied Health Professional-NCFHC (Aug 1-Oct 31, 2017)
  - B. Locum Tenens Coverage
    1. Ragu Nathan, MD –Department of Medicine-Radiology (Aug 14-20, 2017)
  - C. Release from Provisional Status & Proctoring/Advance to Active Status
    1. Zoe Berna, MD –Department of Medicine-NCFHC
  - D. Appointments to Medical Staff-Provisional Status
    1. Eleanor Oakley, MD –Department of Medicine-Emergency Medicine
    2. Sandeep Pandov, MD –Department of Medicine-Hospitalist Service
    3. Robert Pollard, MD –Department of Medicine-Emergency Medicine
  - E. Appointment of V-Rad Teleradiology Physicians
    1. Benjamin Bak, MD
    2. Paul Cayea, ND
    3. Melanie Chang, MD
    4. Jay Donahoo, MD
    5. Viken Manjikian, MD
    6. Robert Miller, MD
    7. Kathryn Zamora, MD
- Chief Nursing Officer Report: Ms. Lynn Finley
- Plant Services Report: Mr. Steve Kobert
- Planning Committee Report: Mr. Steve Lund, Chair
- Association and Community Service Reports
- Finance Committee Report: Mr. Wade Sturgeon
  - Statistical/Finance Report, July 2017

*Information*  
Tab 7 *Action/Information*

Tab 8 *Action/Information*  
*Action/Information*  
*Action/Information*  
*Information*

Tab 9 *Action/Information*

## XIII. 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.

***BROWN ACT REQUIREMENTS:*** Pursuant to the Brown Act, the council cannot discuss issues or take action on any requests during this comment period.

#### **XIV. 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, SEPTEMBER 28, 2017**

**4:30 p.m. Closed Session**

**6:00 p.m. Open Session**

MENDOCINO COAST DISTRICT HOSPITAL

Town Hall

363 North Main Street

Fort Bragg, California 95437

Mendocino Coast District Hospital Mission Statement

**MISSION**

To make a positive difference in the health of our rural community.

**VISION**

MCDH will play a vital role in the overall health and well-being of the community, and will be the key element in the healthcare system serving the needs of our community. We will provide leadership to enhance the efficiency, coordination, quality and range of services provided within our rural healthcare system.

MCDH will be the healthcare provider and employer of choice within our community. We will continually address and keep up with technology and superior clinical skills

We will have a positive impact on health by encouraging personal and community responsibility for health and wellness. Our efforts will play a decisive role in people choosing to stay in our community or to locate here.

**VALUES**

MCDH is committed to providing excellent quality, patient centered, cost effective health care in a caring, safe and professional environment, and serving the community's healthcare needs with current technology and superior clinical skills. We believe in the right to local access to a wide range of excellent quality healthcare services in our rural community. We promote patient safety and satisfaction, and consistently work toward a high level of care with results in our patients recommending us to others and in their returning to us for needed health care.

Every member of our healthcare team will play an active, participative role that effectively utilizes the skills and talents of each. People are our most valuable resource. We encourage professional development that will achieve a level of competence and morale that will attract and maintain the highest quality staff. We strive to build partnership with our employees emphasizing mutual respect and mutual success.

**I. ROLL CALL**

**II. CLOSED SESSION**

1. **Information/Action:** Pursuant to §32155 of the Health and Safety Code August Quality Management and Improvement Council Reports
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:** Public Employment: To review and approve Professional Services Agreement Addendum for Dr. Michael Sandys Government Code §54954.5 & 54957
4. **Information/Action:** Discussion and consideration of acceptance of termination of Dr. Praveen Reddy's contract effective October 31, 2017. Government Code §54957
5. **Information/Action:** Consideration of personnel complaint by Susan Nella. Government Code §54957

**III. 6:00 P.M. OPEN SESSION CALL TO ORDER– STEVE LUND, PRESIDENT**

**IV. ROLL CALL**

**V. REPORT ON CLOSED SESSION MATTERS**

1. August Quality Management and Improvement Council Report *Information/Action*
2. Medical Staff Credentials and Privileges Report *Information/Action*
3. Professional Services Agreement Addendum for Michael Sandys, MD *Information/Action*
4. Termination of Dr. Praveen Reddy's contract *Information/Action*
5. Personnel complaint by Susan Nella *Information/Action*

**VI. 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.

**BROWN ACT REQUIREMENTS:** Pursuant to the Brown Act, the council cannot discuss issues or take action on any requests during this comment period.

**VII. REVIEW OF THE AGENDA**

*Action*

**VIII. BOARD COMMENTS**

*Information*

**IX. 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 under new business

- |   |                      |
|---|----------------------|
| 1. Approval of Board of Directors meeting minutes of August 31, 2017            | Tab 1                |
| 2. Policies & Procedures  | Tab 2                |
| <i>Policy Titles</i>  | <i>Policy Number</i> |
| a. Educational Assistance –Bargaining Unit Employees                            | 130.2030             |
| b. Personal Time Off (PTO)<br>Bargaining Unit and Non-Bargaining Unit Employees | 130.1422             |
| c. Holidays – Non-Bargaining Unit Employees                                     | 130.1421             |
| d. Holidays – Bargaining Unit Employees   | 130.1420             |
| e. Work Status Classification-Bargaining Unit Employees                         | 130.1308             |
| f. Work Status Classification – Non-Bargaining Unit Employees                   | 130.1309             |

**X. NEW BUSINESS**

- Board/Finance/Planning Meeting September 23, 2017 Report: *Information*  
Mr. Steve Lund, Chair
- Approval of new Finance Committee member Chandra Blencowe: *Action/Information*  
Mr. Steve Lund, Chair

**XI. OLD BUSINESS**

- PACS System: Mr. Wade Sturgeon, CFO/Mr. John Ruprecht, Legal Counsel *Action/Information*

**XII. REPORTS**

- CEO Report: Mr. Bob Edwards, CEO *Information*
- Medical Staff: Dr. John Kermen *Tab 3 Action/Information*
  - A. Locum Tenens Coverage
  - 1. Kalamani Dharma, MD –Department of Surgery-Obstetrics-Gynecology  
(October 6-December 31, 2017)
  - B. Appointments to Medical Staff-Provisional Status
  - 1. Maher Danhash, MD –Department of Medicine-Family Practice-North Coast
  - 2. Daniel Jardini, MD –Department of Medicine-Hospitalist Service
  - 3. Sherwin Valadkhani, MD –Department of Medicine-Hospitalist Service
  - C. Re-Appointment of V-Rad Teleradiology Physicians
  - 1. Michael Cooney, MD
- Chief Nursing Officer Report: Ms. Lynn Finley *Tab 4 Action/Information*
- JPA REPORT: Mr. Steve Lund, Chair *Action/Information*

- Association and Community Service Reports
- Finance Committee Report: Mr. Wade Sturgeon
  - Statistical/Finance Report, August 2017

*Information*

Tab 5 *Action/Information*

### **XIII. 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.

***BROWN ACT REQUIREMENTS:*** Pursuant to the Brown Act, the council cannot discuss issues or take action on any requests during this comment period.

### **XIV. 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 26, 2017**

**4:00 p.m. Closed Session**

**6:00 p.m. Open Session**

MENDOCINO COAST DISTRICT HOSPITAL

Redwoods Room

700 River Drive

Fort Bragg, California 95437

The Andrews Hotel

624 Post Street

San Francisco, CA

Mendocino Coast District Hospital Mission Statement

**MISSION**

To make a positive difference in the health of our rural community.

**VISION**

MCDH will play a vital role in the overall health and well-being of the community, and will be the key element in the healthcare system serving the needs of our community. We will provide leadership to enhance the efficiency, coordination, quality and range of services provided within our rural healthcare system.

MCDH will be the healthcare provider and employer of choice within our community. We will continually address and keep up with technology and superior clinical skills

We will have a positive impact on health by encouraging personal and community responsibility for health and wellness. Our efforts will play a decisive role in people choosing to stay in our community or to locate here.

**VALUES**

MCDH is committed to providing excellent quality, patient centered, cost effective health care in a caring, safe and professional environment, and serving the community's healthcare needs with current technology and superior clinical skills. We believe in the right to local access to a wide range of excellent quality healthcare services in our rural community. We promote patient safety and satisfaction, and consistently work toward a high level of care with results in our patients recommending us to others and in their returning to us for needed health care.

Every member of our healthcare team will play an active, participative role that effectively utilizes the skills and talents of each. People are our most valuable resource. We encourage professional development that will achieve a level of competence and morale that will attract and maintain the highest quality staff. We strive to build partnership with our employees emphasizing mutual respect and mutual success.

**I. ROLL CALL**

**II. CLOSED SESSION**

1. **Information/Action:** Conference with legal counsel regarding the Operating Room HVAC Project, Memorandum from the Medical Executive Committee (MEC) pertaining thereto. Evidence Code §1157; Government Code §54956.9.
2. **Information/Action:** Conference with legal counsel regarding legal compliance communications/ conditions received by the Hospital from the Office of Statewide Health Planning & Development (OSHPD) pertaining to the temporary automatic transfer switch (ATS) for auxiliary (generator) power in the event of emergency or a utility power outage. Evidence Code §1157, Government Code §54956.9.
3. **Information/Action:** Pursuant to §32155 of the Health and Safety Code September Quality Management and Improvement Council Reports
4. **Information/Action:** Pursuant to California Government Code §54954.5 and §32155 of the Health and Safety Code Medical Staff Credentials and Privileges Review

**III. 6:00 P.M. OPEN SESSION CALL TO ORDER– STEVE LUND, PRESIDENT**

#### IV. ROLL CALL

#### V. REPORT ON CLOSED SESSION MATTERS

- |  |                           |
|--|---------------------------|
| 1. Conference with legal counsel re: the Operating Room HVAC Project           | <i>Information/Action</i> |
| 2. Conference with legal counsel re: temporary automatic transfer switch (ATS) | <i>Information/Action</i> |
| 3. September Quality Management and Improvement Council Report                 | <i>Information/Action</i> |
| 4. Medical Staff Credentials and Privileges Report                             | <i>Information/Action</i> |

#### VI. 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.

***BROWN ACT REQUIREMENTS:*** Pursuant to the Brown Act, the Board of Directors cannot discuss issues or take action on any requests during this comment period.

#### VII. REVIEW OF THE AGENDA

*Action*

#### VIII. BOARD COMMENTS

*Information*

#### IX. 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 under new business

- |   |                      |
|---|----------------------|
| 1. Approval of Board of Directors meeting minutes of September 28, 2017 | Tab 1                |
| 2. Alysoun Huntley Ford Fund Draw                                       |                      |
| 3. Policies & Procedures  | Tab 2                |
| <i>Policy Titles</i>  | <i>Policy Number</i> |
| a. Physician Employment Policy and Procedure                            | 190.8001             |

#### X. NEW BUSINESS

- |  |                                 |
|--|---------------------------------|
| ➤ Board Meeting Venue: Mr. Steve Lund, Chair   | <i>Action/Information</i>       |
| ➤ Approval of Board Meeting date changes for November and December 2017:<br>Mr. Steve Lund, Chair                                  | Tab 3 <i>Action/Information</i> |
| ➤ Measure B Resolution 2017-3: Mr. Bob Edwards, CEO  | Tab 4 <i>Action/Information</i> |
| ➤ Approval of Ambulance Purchase: Mr. Wade Sturgeon, CFO   | Tab 5 <i>Action/Information</i> |
| ➤ Donation of old ambulance to Sherwood Oaks: Mr. Bob Edwards, CEO   | <i>Action/Information</i>       |
| ➤ Novarad PACS Contract: John J. Ruprecht, District Legal Counsel  | <i>Action/Information</i>       |
| ➤ Retention of Special David G. Casnocha as Legal Counsel in connection<br>with Proposed Parcel Tax Election: Mr. Bob Edwards, CEO | Tab 6 <i>Action/Information</i> |
| ➤ Board In-Service with Liability Insurance Company (roles/liability):<br>Ms. Nancy Schmid   | <i>Action/Information</i>       |

#### XI. OLD BUSINESS

- None

#### XII. REPORTS

- |   |                                 |
|---|---------------------------------|
| ➤ CEO Report: Mr. Bob Edwards, CEO                                | <i>Information</i>              |
| ➤ Medical Staff: Dr. John Kermen                                  | Tab 7 <i>Action/Information</i> |
| A. <u>Locum Tenens Coverage</u>                                   |                                 |
| 1. Nkechi Ezirim, MD -Department of Surgery-Obstetrics-Gynecology |                                 |

(Oct 9-12; Oct 17-22; Nov 3-8; Nov 20-27; Dec 3-9; Dec 17-23, 2017)

2. Gabriel Larson, MD –Department of Medicine-Pediatrics (Nov 27-Dec 1; Dec 18-22, 2017)

B. Appointments to Medicine Staff-Provisional Status

1. Sasidharan Ponthenkandath, MD –Department of Medicine-Pediatrics

- Chief Nursing Officer Report: Ms. Lynn Finley Tab 8 **Action/Information**
- Human Resources Report: Mr. Dan Camp **Information**
- JPA REPORT: Mr. Steve Lund, Chair **Action/Information**
- Association and Community Service Reports **Information**
- Finance Committee Report: Mr. Wade Sturgeon
- Statistical/Finance Report, September 2017 Tab 9 **Action/Information**

**XIII. 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.

***BROWN ACT REQUIREMENTS:*** Pursuant to the Brown Act, the council cannot discuss issues or take action on any requests during this comment period.

**XIV. 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, NOVEMBER 9, 2017**

**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 9, 2017 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:** Public Employee Performance Review and Evaluation, Chief Financial Officer (CFO) of the District: Government Code §54957(b)(1) and (b)(2); Government Code §54954.5”

**RECONVENTION OF OPEN SESSION: CALL TO ORDER - MR. STEVE LUND, PRESIDENT**

- Roll call

**REPORT ON CLOSED SESSION MATTERS:**

1. Information/Action: Employee Performance Review and Evaluation, Chief Financial Officer (CFO)
2. Comments from the community.
3. Comments from the Board of Directors.
4. Adjourn

Dated: November 7, 2017

\_\_\_\_\_  
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 7, 2017

\_\_\_\_\_  
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, NOVEMBER 14, 2017**

**AGENDA**

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

**NOTICE OF SPECIAL BOARD OF DIRECTORS MEETING  
CONTINUED FROM NOVEMBER 9, 2017  
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 14, 2017 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. Public comments

**CLOSED SESSION:**

1. **Information/Action:** Public Employee Performance Review and Evaluation, Chief Financial Officer (CFO) of the District: Government Code §54957(b)(1) and (b)(2); Government Code §54954.5”

**RECONVENTION OF OPEN SESSION: CALL TO ORDER - MR. STEVE LUND, PRESIDENT**

- Roll call

**REPORT ON CLOSED SESSION MATTERS:**

1. Information/Action: Employee Performance Review and Evaluation, Chief Financial Officer (CFO)
2. Comments from the community.
3. Comments from the Board of Directors.
4. Adjourn

Dated: November 10, 2017

---

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 10, 2017

---

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, NOVEMBER 21, 2017**  
**AGENDA**  
**4:30 PM. CLOSED SESSION**  
**5:30 P.M. – REDWOODS ROOM MCDH**  
**700 RIVER DRIVE FORT BRAGG, CA 95437**

**516 HIDDEN ACRES ROAD**  
**HEALDSBURG, CA 95448**

**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 21, 2017 at 5:30 p.m. at Mendocino Coast District Hospital, 700 River Drive, Fort Bragg, CA

**CONDUCT OF BUSINESS:**

- 1. Call to Order**
- 2. Roll Call**

**I. CLOSED SESSION**

- 1. *INFORMATION/ACTION:*** Public Employment: To review and approve Cardio-Pulmonary Interpretative Services Agreement for Dr. Jason Kirkman Government Code §54954.5 & 54957
- 2. *INFORMATION/ACTION:*** Public Employment: To review and approve Cardio-Pulmonary Interpretative Services Agreement for Dr. Jeffrey Berenson Government Code §54954.5 & 54957
- 3. *INFORMATION/ACTION:*** Public Employment: To review and approve Professional Services Agreement for Dr. Sandra K. Fleming Government Code §54954.5 & 54957
- 4. *INFORMATION/ACTION:*** Hardin v. Mendocino Coast District Hospital, U.S. District Court for the Northern District of California, et al., Case No. 3:17-CV-05554, conference with legal counsel. Government Code §54956.9.
- 5. *INFORMATION/ACTION:*** Safeway 340B Pharmacy claim against MCDH, conference with legal counsel. Government Code §54956.9.
- 6. *INFORMATION/ACTION:*** Consideration of contract for Interim Chief Financial Officer. Government Code §54,957 (personnel)

**II. OPEN SESSION**

**III. ROLL CALL**

**IV. REPORT ON CLOSED SESSION MATTERS**

- |   |                           |
|---|---------------------------|
| <b>1.</b> Cardio-Pulmonary Interpretative Services Agreement for Dr. Jason Kirkman            | <i>Information/Action</i> |
| <b>2.</b> Cardio-Pulmonary Interpretative Services Agreement for Dr. Jeffrey Berenson         | <i>Information/Action</i> |
| <b>3.</b> Professional Services Agreement for Dr. Sandra K. Fleming                           | <i>Information/Action</i> |
| <b>4.</b> Conference with Legal Counsel regarding Hardin v. Mendocino Coast District Hospital | <i>Information/Action</i> |
| <b>5.</b> Safeway 340B Pharmacy claim against MCDH, conference with Legal Counsel             | <i>Information/Action</i> |
| <b>6.</b> Interim CFO Agreement   | <i>Information/Action</i> |

**V. COMMUNITY COMMENTS:**

*Information*

This portion of the meeting is reserved for persons desiring to address the Board of Directors on any matter which the District has jurisdiction. You must state your name and address for the record. Time is limited to 3 minutes per speaker. The Board of Directors can take no action on your presentation, but can seek clarification to points made in your presentation or comments.

**BROWN ACT REQUIREMENTS:** Pursuant to the Brown Act, the council cannot discuss issues or take action on any requests during this comment period.

## VI. BOARD COMMENTS

## VII. REVIEW OF THE AGENDA

## VIII. NEW BUSINESS

1. PRIME Project update: Ms. Ilona Horton **Information**
2. Resolution No. 2017-3, a Resolution of the Mendocino Coast Health Care District dba Tab 1 **Information/Action**  
Mendocino Coast District Hospital authorizing invitations to bid by qualified contractors for the construction of a replacement Automatic Transfer Switch (ATS) for emergency generator power to the Hospital.
3. Status Report by Project Manager as to the OR HVAC System Project: Ms. Nancy Schmid **Information**
4. WIPFLI Interim Business Office Manager Contract: Mr. Bob Edwards Tab 2 **Information/Action**

## IX. COMMUNITY COMMENTS

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**BROWN ACT REQUIREMENTS:** Pursuant to the Brown Act, the council cannot discuss issues or take action on any requests during this comment period.

## X. ADJOURN

Dated: November 20, 2017

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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 20, 2017

---

Gayl Moon  
Secretary to the Board of Directors

---

Date

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**BOARD OF DIRECTORS**

**MONDAY, DECEMBER 4, 2017**

**AGENDA**

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

**THE NOMO HOTEL  
9 CROSBY STREET  
NEW YORK, NEW YORK**

**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 December 4, 2017 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

**CLOSED SESSION:**

- 1. **Information/Action:** Personnel Session: Interview Interim Chief Financial Officer. Government Code §54,957
- 2. **Information/Action:** Consideration of contract for Interim Chief Financial Officer. Government Code §54,957 (personnel)

**RECONVENTION OF OPEN SESSION: CALL TO ORDER - MR. STEVE LUND, PRESIDENT**

- Roll call

**REPORT ON CLOSED SESSION MATTERS:**

- 1. **Information/Action:** Interview Interim Chief Financial Officer
- 2. **Information/Action:** Consideration of contract for Interim Chief Financial Officer
- 2. Comments from the community.
- 3. Comments from the Board of Directors.
- 4. Adjourn

Dated: November 30, 2017

\_\_\_\_\_  
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 30, 2017

\_\_\_\_\_  
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.

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PUBLIC NOTICE

MENDOCINO COAST HEALTH CARE DISTRICT  
**BOARD OF DIRECTORS**  
REGULAR MEETING

**THURSDAY, DECEMBER 7, 2017**  
**4:30 p.m. Closed Session**  
**6:00 p.m. Open Session**

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

Mendocino Coast District Hospital Mission Statement

**MISSION**

To make a positive difference in the health of our rural community.

**VISION**

MCDH will play a vital role in the overall health and well-being of the community, and will be the key element in the healthcare system serving the needs of our community. We will provide leadership to enhance the efficiency, coordination, quality and range of services provided within our rural healthcare system.

MCDH will be the healthcare provider and employer of choice within our community. We will continually address and keep up with technology and superior clinical skills

We will have a positive impact on health by encouraging personal and community responsibility for health and wellness. Our efforts will play a decisive role in people choosing to stay in our community or to locate here.

**VALUES**

MCDH is committed to providing excellent quality, patient centered, cost effective health care in a caring, safe and professional environment, and serving the community's healthcare needs with current technology and superior clinical skills. We believe in the right to local access to a wide range of excellent quality healthcare services in our rural community. We promote patient safety and satisfaction, and consistently work toward a high level of care with results in our patients recommending us to others and in their returning to us for needed health care.

Every member of our healthcare team will play an active, participative role that effectively utilizes the skills and talents of each. People are our most valuable resource. We encourage professional development that will achieve a level of competence and morale that will attract and maintain the highest quality staff. We strive to build partnership with our employees emphasizing mutual respect and mutual success.

**I. ROLL CALL**

**II. CLOSED SESSION**

1. **Information/Action:** Pursuant to §32155 of the Health and Safety Code October Quality Management and Improvement Council Reports
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:** Public Employment: To review and approve Professional Services Agreement Amendment for Dr. Maher Danhash Government Code §54954.5 & 54957
4. **Information/Action:** Conference with legal counsel regarding the claim of Margaret Demarinis Evidence Code §1157; Government Code §54956.9.
5. **Information/Action:** Hardin v. Mendocino Coast District Hospital, U.S. District Court for the Northern District of California, et al., Case No. 3:17-CV-05554, conference with legal counsel. Government Code §54956.9.
6. **Information/Action:** Safeway 340B Pharmacy claim against MCDH, conference with legal counsel. Government Code §54956.9.

**III. 6:00 P.M. OPEN SESSION CALL TO ORDER– STEVE LUND, PRESIDENT**

**IV. ROLL CALL**

**V. REPORT ON CLOSED SESSION MATTERS**

1. October quality Management and Improvement Council Report
2. Medical Staff Credentials and Privileges Report

*Information/Action*  
*Information/Action*

- |  |                           |
|--|---------------------------|
| 3. Professional Services Agreement Amendment for Dr. Maher Danhash                     | <i>Information/Action</i> |
| 4. Conference with Legal Counsel regarding the claim of Margaret Demarinis             | <i>Information/Action</i> |
| 5. Conference with Legal Counsel regarding Hardin v. Mendocino Coast District Hospital | <i>Information/Action</i> |
| 6. 40B Pharmacy claim against MCDH, conference with Legal Counsel                      | <i>Information/Action</i> |

**VI. 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.

**BROWN ACT REQUIREMENTS:** Pursuant to the Brown Act, the Board of Directors cannot discuss issues or take action on any requests during this comment period.

**VII. REVIEW OF THE AGENDA**

*Action*

**VIII. BOARD COMMENTS**

*Information*

**IX. 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 under new business

- |  |        |
|--|--------|
| 1. Approval of Board of Directors meeting minutes of October 26, 2017          | Tab 1  |
| 2. Approval of Special Board of Directors meeting minutes of November 9, 2017  | Tab 1a |
| 3. Approval of Special Board of Directors meeting minutes of November 14, 2017 | Tab 1b |
| 4. Approval of Special Board of Directors meeting minutes of November 21, 2017 | Tab 1c |
| 5. Alysoun Huntley Ford Fund Draw – There were no requests                     |        |

**X. NEW BUSINESS**

- |  |                           |
|--|---------------------------|
| ➤ Reschedule Finance Committee meeting to January 9, 2018: Dr. Luke Campos | <i>Action/Information</i> |
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**XI. OLD BUSINESS**

- None

**XII. REPORTS**

- |   |                                 |
|---|---------------------------------|
| ➤ CEO Report: Mr. Bob Edwards, CEO  | <i>Information</i>              |
| ➤ Medical Staff: Dr. John Kermen  | Tab 2 <i>Action/Information</i> |
| a. <u>Locum Tenens Coverage</u>   |                                 |
| 1. Kelly King, MD –Department of Medicine-Hospitalist Service<br>(December 1 –December 31, 2017)      |                                 |
| 2. Jeffrey McGillicuddy, MD –Department of Surgery-Orthopedics<br>(November 28-January 31, 2018)      |                                 |
| 3. Christian Mayaud, MD –Department of Medicine-Hospitalist Service<br>(November 17-December 8, 2017) |                                 |
| b. <u>Temporary Privileges</u>  |                                 |
| 1. Sandra Fleming, MD –Department of Medicine-NCFHC<br>(November 28-December 8, 2017)                 |                                 |
| 2. Henna Kalsi, MD –Department of Medicine-Hospitalist Service<br>(November 20-December 8, 2017)      |                                 |
| c. <u>Appointments to Medical Staff-Provisional Status</u>  |                                 |



1. Sandra Fleming, MD –Department of Medicine-NCFHC
2. Henna Kalsi, MD –Department of Medicine-Hospitalist Service

3

d. Re-Appointments to Medical Staff

1. Michael Yang, MD –Department of Surgery

- Chief Nursing Officer Report: Ms. Lynn Finley Tab 3 **Action/Information**
- Planning Committee Report: Mr. Steve Lund **Action/Information**
- Facility Projects Report: Ms. Nancy Schmid **Action/Information**
- JPA REPORT: Mr. Steve Lund, Chair **Action/Information**
- Association and Community Service Reports **Information**

**XIII. 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.

***BROWN ACT REQUIREMENTS:*** Pursuant to the Brown Act, the council cannot discuss issues or take action on any requests during this comment period.

**XIV. 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  
TUESDAY, JANUARY 4, 2017**

**1. CALL TO ORDER:**

CLOSED Session of the Board of Directors of the Mendocino Coast Health Care District convened at 6:00 p.m. at 700 River Drive, Fort Bragg, CA 95437: President Steve Lund presiding

**2. ROLL CALL:** Campos, Bruning, Miller, Glusker, Lund

**ABSENT:** None

**3. CLOSED SESSION:**

A. **INFORMATION/ACTION:** Conference with legal counsel regarding alleged breach of confidentiality provisions of the Brown Act by a member of the Board of Directors which could result in litigation against the District. Government Code §54956.9(d)(2)(4), (e)(1)(2); Government Code §54963; Evidence Code §950, et seq.

**4. RECONVENTION OF OPEN SESSION:**

**5. ROLL CALL:** Glusker, Lund, Bruning, Campos, Miller

**ABSENT:** None

**REPORT OUT OF CLOSED SESSION**

- **INFORMATION/ACTION:** Conference with legal counsel regarding alleged breach of confidentiality provisions of the Brown Act by a member of the Board of Directors which could result in litigation against the District. Government Code §54956.9(d)(2)(4), (e)(1)(2); Government Code §54963; Evidence Code §950, et seq.
  - The Board voted to direct legal counsel to prepare a formal resolution of censure admonishing Dr. Glusker for violation of confidentiality provisions of the Brown Act and District Policy. Once that resolution is crafted, the Board will review it in Closed Session and make a determination whether to move forward to approve the resolution or not. The vote to proceed was 4 yes and one abstention.

**6. COMMENTS FROM THE COMMUNITY**

- There were no comments from the community.

**7. COMMENTS FROM THE BOARD OF DIRECTORS**

- There were no comments from the Board of Directors

**8. ADJOURN:**

The meeting adjourned at 7:15 p.m.

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Mr. Steve Lund, President  
Board of Directors

ATTEST:

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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 5, 2017  
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, Steve Lund, Chair presiding

PRESENT: Mr. Lund, Dr. Glusker, Ms. Bruning, Dr. Campos, Dr. Miller

Mr. John Ruprecht, Legal Counsel  
Mr. Bob Edwards, CEO  
Mr. Wade Sturgeon, CFO  
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. Steve Lund presiding.

**2. ROLL CALL:**

PRESENT: Mr. Steve Lund, Dr. Peter Glusker, Ms. Kathleen Bruning, Dr. Lucas Campos, Dr. Kevin Miller  
Board Members

BOARD MEMBERS ABSENT: None

ALSO PRESENT:

Mr. John Ruprecht, Legal Counsel  
Mr. Bob Edwards, Chief Executive Officer  
Mr. Wade Sturgeon, Chief Financial Officer  
Ms. Gayl Moon, Executive Assistant

**3. CLOSED SESSION MATTERS:**

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

1. **INFORMATION/ACTION:** Pursuant to §32155 of the Health and Safety Code December Quality Management and Improvement Council Reports
  - The Board approved the December Quality Management and Improvement Council Report
2. **INFORMATION/ACTION:** Public Employment: To review and approve Professional Services Agreement for Dr. Praveen Reddy Government Code §54954.5 & 54957
  - The Board authorized Mr. Sturgeon, CFO and Mr. Edwards, CEO to renegotiate the Professional Services Agreement for Dr. Praveen Reddy
3. **INFORMATION/ACTION:** Conference with counsel regarding allegations of potential violation of Federal Physician Self-referral Laws pertaining to immediate family members (42 USC §1395nn; 42 CFR §411.350) Government Code §54956.9(d)(2)
  - This item will be discussed when Closed Session reconvenes after Open Session.

**4. PUBLIC COMMENTS**

- There were no public comments.

**5. REVIEW OF THE AGENDA**

- There were no changes to the agenda.

**6. BOARD COMMENTS**

- The first OB Ad Hoc Committee meeting will take place tomorrow at 4:00 in the Redwoods Room. The agenda reflects a Closed Session at this meeting, however that is a mistake, there will not be Closed Session at the meeting.
- The first Hospital Fee/Hospital Structure Ad Hoc Committee will be scheduled soon.

**7. ACTION: APPROVAL OF CONSENT CALENDAR: MR. STEVE LUND, PRESIDENT**

- A. Minutes: Regular Session, December 15, 2016
- B. Minutes: Special Session, December 22, 2016

**MOTION:** To approve the Consent Calendar with the change from Tom Birdsell presiding to Steve Lund presiding

- Campos moved
- Bruning second
- Motion carried

**8. ACTION/INFORMATION: MED/SURG & ICU BEDS: MR. WADE STURGEON, CFO**

- In the approved Capital Budget for FYE 2017, the Board approved the purchase of 6 Hospital beds as well as 1 bed for the ICU.
- The total estimate for all 7 beds in the Capital Budget was \$88,610.
- The Board approved various small capital items to be paid for out of LAIF funds. \$10,000 was to be used towards the ICU bed. \$7,265 was approved for the purchase of a surgical pump. The Surgery Department stated that they are postponing this decision until FYE 2018. Mr. Sturgeon asked that the Board reallocate the approved \$7,265 of LAIF funds to now be used for ICU bed for a total of \$17,265.

Total estimated cost for 6 Med/Surg beds installed is \$55,908.90

Total estimated cost for 1 ICU patient bed installed is \$20,401.06

Total estimated cost=\$76,309.96

- \$17,265 to be paid out of the LAIF Funds with the balance \$59,044.96 to be paid by approved Foundation funds already allocated but need to be formally approved by the Board.

**MOTION:** To approve the expenditure of \$17,265 out of LAIF Funds with the balance of \$59,044.96 to be paid with funds from the Foundation to be approved at their next Board Meeting

- Campos moved
- Bruning second

Dr. Glusker objected to spending these funds in a year where the Hospital will be in the red by \$1 million.

Ms. Murphy stated the current beds are constantly breaking. These beds will include new mattresses, will weigh patients, which reduces the fall risk and are much easier to push than the current beds which helps with back injuries to the staff.

- Roll call
- Ayes: Campos, Miller, Lund, Bruning
- Noes: Glusker
- Absent: None
- Abstain: None
- Motion carried

**9. ACTION/INFORMATION: XEROX CONTRACT: MR. WADE STURGEON, CFO**

- The contract for copy machines expires in March 2017. The current copy machines are 5 years old and beyond their useful lives. Many of the machines have had significant use on a monthly basis.
- The Hospital has received a quote to replace all of the current machines with new machines that are network compatible as well as other updated features. This lease includes monthly supply and maintenance costs.
- The term is for 5 years with a total annual cost estimated at \$25,534.80. The estimated annual savings over the current lease is \$5,391.72.

**MOTION:** To approve

- Glusker moved
- Bruning second
- Roll call
  - Ayes: Glusker, Campos, Bruning, Miller, Lund
  - Noes: None
  - Absent: None
  - Abstain: None
- Motion carried

**10. INFORMATION: CEO REPORT: MR. BOB EDWARDS, CEO**

- The Community Health Needs Assessment draft will be taken to the Planning Committee.
- A family physician locum tenens will join the clinic the end of January.
- Dr. Tomlinson, OB/GYN has agreed to stay through September.

**11. INFORMATION/ACTION: MEDICAL STAFF REPORT: DR. JOHN KERMEN**

- There was no report.

**12. INFORMATION: CHIEF OF PATIENT CARE SERVICES REPORT: MS. TERRY MURPHY**

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

**13. INFORMATION/ACTION: PLANT SERVICES REPORT: MR. WADE STURGEON, CFO**

- The facility projects continue to move forward.
- Steve Kobert has agreed to stay through the month of June.

**14. ACTION/INFORMATION: ALYSOUN HUNTLEY FORD FUND DRAW: MR. WADE STURGEON, CFO  
October Highlights:**

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.

**15. INFORMATION/ACTION: ASSOCIATION AND COMMUNITY SERVICE REPORTS**

- There were no reports.

**16. ACTION/INFORMATION: STATISTICAL/FINANCE REPORT, NOVEMBER 2016: MR. WADE STURGEON, CFO**

- Net Income from Operations was an income of \$6,310
  - YTD Loss from Operations (\$555,511)
- Net Income from All Sources was an income of \$34,526
  - YTD Loss from All Sources (\$409,847)
- Bond Covenants reported on the bottom right corner of the Executive Summary
  - Debt Service Coverage Ratio is within covenant at 3.72
  - Current Ratio is within covenant at 1.27
  - Days Cash On Hand is within the covenant at 39.81

**MOTION:** To approve the Finance and Statistical Report for November 2016

- Campos moved
- Bruning second
- Roll call
  - Ayes: Glusker, Bruning, Miller, Lund, Campos
  - Noes: None
  - Absent: None
  - Abstain: None
- Motion carried

**17. PUBLIC COMMENTS:**

- Mr. Will Lee stated that Dr. Anne Smith passed away and will be sorely missed.

18. **ADJOURN:**

Open Session adjourned at 6:42 pm

Reconvened Closed Session at 6:47 p.m.

A. Reporting out of Closed Session

1. **Information/Action: Potential Violation of Self Referral Laws**

- The Board directed stark counsel to file a self reporting disclosure protocol with the Center of Medicare/Medicaid Services (CMS)

Meeting adjourned at 7:10

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Peter Glusker, MD, Secretary  
Board of Directors

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Gayl Moon, Secretary to the  
Board of Directors

**BOARD OF DIRECTORS MEETING  
HOSPITAL REDWOODS ROOM  
THURSDAY, JANUARY 26, 2017  
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, Steve Lund, Chair presiding

PRESENT: Mr. Lund, Dr. Glusker, Ms. Bruning, Dr. Miller

Mr. John Ruprecht, Legal Counsel  
Mr. Bob Edwards, CEO  
Mr. Wade Sturgeon, CFO  
Gayl Moon, Executive Assistant

ABSENT: Campos

**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. Steve Lund presiding.

**2. ROLL CALL:**

PRESENT: Mr. Steve Lund, Dr. Peter Glusker, Ms. Kathleen Bruning, Dr. Kevin Miller  
Board Members

BOARD MEMBERS ABSENT: Dr. Lucas Campos

ALSO PRESENT:

Mr. John Ruprecht, Legal Counsel  
Mr. Bob Edwards, Chief Executive Officer  
Mr. Wade Sturgeon, Chief Financial Officer  
Ms. Gayl Moon, Executive Assistant

**3. CLOSED SESSION MATTERS:**

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

1. **INFORMATION/ACTION:** Pursuant to §32155 of the Health and Safety Code January Quality Management and Improvement Council Reports
  - The Board approved the January Quality Management and Improvement Council Report
2. **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
3. **INFORMATION/ACTION:** Public Employment: To review and approve Professional Services Agreement for Dr. Praveen Reddy Government Code §54954.5 & 54957
  - This issue will be discussed when Closed Session reconvenes after Open Session.
4. **INFORMATION/ACTION:** : Conference with legal counsel regarding alleged breach of confidentiality provisions of the Brown Act by a member of the Board of Directors which could result in litigation against the District. Government Code §54956.9(d)(2)(4), (e)(1)(2); Government Code §54963; Evidence Code §950, et seq.
  - This issue will be discussed when Closed Session reconvenes after Open Session.
5. **INFORMATION/ACTION:** Proposed Resolution 2017-1, a Resolution of the Board of Directors of the Mendocino Coast Healthcare District censuring one of its members for violation of Government Code Section §54963. If the Board passes this proposed Resolution it will be made public.



- This issue will be discussed when Closed Session reconvenes after Open Session
6. **INFORMATION/ACTION:** Request of District legal counsel to extend a contract with the expert and specialized auditing firm of Wipfli, pertaining to potential litigation. Government Code §54956.9(c), (d)(2), (e)(2).
- The Board approved the contract with Wipfli.
4. **PUBLIC COMMENTS**
- There were no public comments.
5. **REVIEW OF THE AGENDA**
- MOTION:** To add the Iron Mountain Records Management Contract to the agenda
- Glusker moved
  - Miller second
  - Roll call
    - Ayes: Glusker, Miller, Bruning, Lund
    - Noes: None
    - Absent: Campos
    - Abstain: None
  - Motion carried
6. **BOARD COMMENTS**
- There were no Board Comments.
7. **ACTION: APPROVAL OF CONSENT CALENDAR: MR. STEVE LUND, PRESIDENT**
- A. Minutes: Regular Session, January 5, 2017
  - B. Minutes: Special Session, January 4, 2017
  - C. 340B Drug Discount Program Policy
- MOTION:** To approve the Consent Calendar
- Bruning moved
  - Miller second
  - Motion carried
8. **ACTION/INFORMATION: APPROVAL OF NEW FINANCE COMMITTEE MEMBER: MR. STEVE LUND, CHAIR**
- Mr. Bill Knapp is interested in becoming a member of the Finance Committee. The committee would like Mr. Knapp to attend the February Finance Committee meeting so they can meet him and talk to him prior to making him a formal member of the Finance Committee. No action was taken.
9. **ACTION/INFORMATION: IRON MOUNTAIN RECORDS MANAGEMENT CONTRACT: MR. WADE STURGEON, CFO**
- This contract was added to the agenda because Iron Mountain is offering MCDH a \$20,000 discount, but it is only good until February 5<sup>th</sup>.
  - The Hospital is required to keep medical records for seven (7) years. The old paper medical records are currently in a storage facility in Fort Bragg.
  - Iron Mountain will re-box all the old medical records and store them.
  - Mr. Ruprecht has a concern regarding the liability insurance in the contract; however Iron Mountain will not falter in their agreement; this is quite common in most contracts now. Mr. Ruprecht would like Iron Mountain to amend their contract regarding the liability insurance. Mr. Ruprecht recommended that at some point the Hospital go the California Association of District Hospitals and see if something can't be done with the legislature regarding this issue.
  - There are two (2) contracts. One is to re-box and catalogue all of the medical records. The second contract is \$764.00/month for storage.
  - Mr. Ruprecht recommended approval of the Iron Mountain Contract; however he wants the Board to be aware that should there be an accident, the Hospital is relying on Iron Mountain's reputation.

**MOTION:** To approve the \$25,000 contract for re-boxing and transportation with Iron Mountain Management Services

- Miller moved
- Bruning second
- Roll call
  - Ayes: Bruning, Miller, Lund
  - Noes: Glusker
  - Absent: Campos
  - Abstain: None
- Motion carried

**MOTION:** To approve a monthly contract for one (1) year for \$764.00 per month for the current volume; this contract to roll over from year to year

- Bruning moved
- Miller second
- Roll call
  - Ayes: Bruning, Miller, Lund
  - Noes: Glusker
  - Absent: None
  - Abstain: None
- Motion carried

**10. INFORMATION: CEO REPORT: MR. BOB EDWARDS, CEO**

- Terry Murphy has begun doing PRN Nursing Notes which are very informative.
- Qualitic is now being used in ER.
- The Hospital Foundation has met their goal of \$250,000 for the fund-a-need.
- The Hospital is now using electronic paystubs and W2s are now available on the internet.

**11. INFORMATION/ACTION: MEDICAL STAFF REPORT: DR. JOHN KERMEN**

A. Temporary Privileges

1. Evan Hirsch, MD- Department of Medicine-Emergency Department (January 10-27, 2017)

**MOTION:** After careful consideration recommend approval of Temporary Privileges for Evan Hirsch, MD

- Miller moved
- Bruning second
- Motion carried

B. Locum Tenens Coverage

1. Lynette Chevalier-Paris, MD- Department of Medicine-Pediatrics (January 31-February 7; March 12-20; April 18-26; and May 8-16, 2017)
2. John Leighton, MD- Department of Medicine-NCFHC (January 31-March 31, 2017)
3. Sasidharan Ponthenkandath, MD (Dr. Sasi)- Department of Medicine-Pediatrics (January 12-22; February 12-23; March 24-April 4 and April 25-May 9, 2017)

**MOTION:** After careful consideration recommend approval of Locum Tenens Coverage for Lynette Chevalier-Paris, MD; John Leighton, MD; Sasidharan Ponthenkandath, MD

- Miller moved
- Bruning second
- Motion carried

**12. INFORMATION: CHIEF OF PATIENT CARE SERVICES REPORT: MS. TERRY MURPHY**

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

**13. INFORMATION/ACTION: PLANNING COMMITTEE REPORT: DR. KEVIN MILLER**

- There was no Planning Committee meeting due to a lack of quorum.

**14. INFORMATION: OB AD HOC COMMITTEE REPORT: DE. KEVIN MILLER**

- The OB Ad Hoc Committee has met twice and are in the process of writing the findings. The next meeting is scheduled to take place on Wednesday February 15 at which time the committee will review the first draft.

**15. INFORMATION/ACTION: PLANT SERVICES REPORT: MR. WADE STURGEON, CFO**

- Steve Korbart reported:
  - The Nurse Call System is 75% complete. Project completion should take place around the end of February or the first of March.
  - The ATS project still requires some information; they have been working with the architect and the electrical engineers.
  - The Telemetry Project is currently being checked to ensure it meets all of OSHPD's current codes and standards.
  - Bob Hoyas, the area Compliance Officer with OSHPD is now coming to MCDH once a month to review all projects. Steve is also in touch with CDPH up to the Director level.
  - The OR HVAC project costs are being looked into as well as time schedule and bid documents as these were not thoroughly researched in the past.
  - The Central Sterile Project; Steve is currently in the process of putting together an OSHPD project application. This application is very involved and is not yet complete.
  - Steve will provide a detailed written report to the Board each month.

**16. INFORMATION/ACTION: JPA REPORT: MR. BOB EDWARDS, CEO**

- A Task Force of CEOs will be brought together to research possibly sharing key employees within the JPA. The Task Force will have weekly phone meetings.

**17. ACTION/INFORMATION: ALYSOUN HUNTLEY FORD FUND DRAW: MR. WADE STURGEON, CFO  
October Highlights:**

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 was one (1) request.

**MOTION:** To approve one (1) Alysoun Huntley Ford Fund Draw in the amount of \$113.26

- Glusker moved
- Bruning second
- Motion carried

**18. INFORMATION/ACTION: ASSOCIATION AND COMMUNITY SERVICE REPORTS**

- There were no reports.

**19. ACTION/INFORMATION: STATISTICAL/FINANCE REPORT, NOVEMBER 2016: MR. WADE STURGEON, CFO**

**December Highlights:**

- Net Income from Operations was an income of \$385,536
  - o YTD Loss from Operations (\$169,975)
- Net Income from All Sources was an income of \$419,082
  - o YTD Income from All Sources \$9,235
- Bond Covenants reported on the bottom right corner of the Executive Summary
  - o Debt Service Coverage Ratio is within covenant at 3.79
  - o Current Ratio is within covenant at 1.31
  - o Days Cash On Hand is within the covenant at 54.68

**MOTION:** To approve the Finance and Statistical Report for December 2016

- Glusker moved
- Miller second
- Roll call
- Motion carried

**17. PUBLIC COMMENTS:**

- There were no public comments.

**18. ADJOURN:**

Open Session adjourned at 7:21 pm

Reconvened Closed Session at 7:33 p.m.

A. Reporting out of Closed Session

1. **Information/Action:** Contract for Dr. Praveen Reddy

- The Board approved the contract for Dr. Reddy

2. **Information/Action:** Resolution censoring a Board Member

- The Board approved Resolution 2017-1 censoring one of its members for violation of government code 54963

Meeting adjourned at 8:00

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Peter Glusker, MD, Secretary  
Board of Directors

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Gayl Moon, Secretary to the  
Board of Directors

**BOARD OF DIRECTORS MEETING  
HOSPITAL REDWOODS ROOM  
THURSDAY, FEBRUARY 23, 2017  
MINUTES**

The Board of Directors of the Mendocino Coast Health Care District met in CLOSED session at 4:00 pm in the Hospital Redwoods Room, Steve Lund, Chair presiding

PRESENT: Mr. Lund, Dr. Glusker, Ms. Bruning, Dr. Miller, Dr. Campos

Mr. John Ruprecht, Legal Counsel  
Mr. Bob Edwards, CEO  
Mr. Wade Sturgeon, CFO  
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. Steve Lund presiding.

**2. ROLL CALL:**

PRESENT: Mr. Steve Lund, Dr. Peter Glusker, Ms. Kathleen Bruning, Dr. Kevin Miller, Dr. Luke Campos  
Board Members

BOARD MEMBERS ABSENT: None

ALSO PRESENT:

Mr. John Ruprecht, Legal Counsel  
Mr. Bob Edwards, Chief Executive Officer  
Mr. Wade Sturgeon, Chief Financial Officer  
Ms. Gayl Moon, Executive Assistant

**3. CLOSED SESSION MATTERS:**

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

1. **INFORMATION/ACTION:** Conference with legal counsel regarding personnel claim against the District. Government Code §54956.9(d)(2), (e)(3); Evidence Code §950, et seq
  - The Board scheduled a Special Board Meeting to take place at 5:00 pm on March 2<sup>nd</sup>.
2. **INFORMATION/ACTION:** Consideration of Petition by Peter Glusker, M.D., Ph.D. to rescind District Resolution 2017-1 censuring him for violation of Government Code §54963. Government Code §§54956.9(d)(2)(4); (e)(1)(2); Government Code §54963; Evidence Code §950, et seq. The decision of the Board whether to rescind Resolution No. 2017-1 will be made public.
  - The Consideration of Petition by Peter Glusker, MD, PhD was denied. The vote was four votes to deny and one abstention.

3. **INFORMATION/ACTION:** Pursuant to §32155 of the Health and Safety Code January Quality Management and Improvement Council Report
  - The Board approved the January Quality Management and Improvement Council Report
4. **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 Medical Staff Credentials and Privileges Review report.
5. **INFORMATION/ACTION:** Consideration of extension and/or revision of TeleMed 2U Contract with Dr. Javeed Siddiqui, M.D., MHP, PC dba TeleMed 2U. Government Code §§54954.5 and 54957
  - The Board approved the TeleMed 2U Contract.

4. **PUBLIC COMMENTS**

- There were no public comments.

5. **REVIEW OF THE AGENDA**

- There were no revisions to the agenda.

6. **BOARD COMMENTS**

- There were no Board Comments.

7. **ACTION: APPROVAL OF CONSENT CALENDAR: MR. STEVE LUND, PRESIDENT**

A. Minutes: Regular Session, January 26, 2017

B. Designation of “Acting” Chief of Patient Care Services in the Absence of the Chief of Patient Care Services

**MOTION:** To approve the Consent Calendar

- Miller moved
- Bruning second
- Motion carried

8. **ACTION/INFORMATION: AMENDMENT TO PARTNERSHIP HEALTH PLAN MEMORANDUM OF UNDERSTANDING REGARDING PROVIDER RECRUITMENT: MS. ILONA HORTON**

- This is for the Partnership Health Plan of California Physician Enhancement Program. This is being offered to assist rural clinics that have great difficulty in recruiting physicians.
- Upon recruitment of a physician PHP would pay a total of \$45,000 to be paid in three (3) installments of \$15,000 each at 12, 24 & 36 months.

**MOTION:** To approve the Amendment to Partnership Health Plan Memorandum of Understanding

- Campos moved
- Glusker second
- Roll call
  - Ayes: Bruning, Lund, Campos, Miller, Glusker
  - Noes: None
  - Absent: None
  - Abstain: None
- Motion carried

9. **ACTION/INFORMATION: CONSIDERATION OF NEW LEASE WITH GROUP II REALTY FOR THE HOSPICE THRIFT STORE AT THE BOATYARD SHOPPING CENTER: MR. JOHN RUPRECHT**

- This lease will increase the rent for the Hospice Thrift Store located in the Boatyard Shopping Center by 6% annually for the next 5 years effective November 1, 2016.

**MOTION:** To approve the new Lease with Group II Realty for the Hospice Thrift Store at the Boatyard Shopping Center

- Campos moved
- Bruning second
- Roll call
  - Ayes: Campos, Glusker, Miller, Bruning, Lund
  - Noes: None
  - Absent: None
  - Abstain: None
- Motion carried

10. **ACTION/INFORMATION: CONTRACT WITH WIPFLI, LLP/HFS CONSULTANTS, CPAS AND FINANCIAL CONSULTANTS FOR PERIODIC MEDICAL RECORD & BILLING COMPLIANCE REVIEW: MR. JOHN RUPRECHT**

- Wipfli does healthcare management consulting; they specialize in billing compliance.
- Allegations were made regarding how the District was doing its billing and whether there was any potential misconduct. The Board authorized Mr. Ruprecht to retain a CPA firm. Wipfli are specialist consultants who do healthcare management consulting. They are special auditors who specialize in hospitals and billing compliance, and they conducted a random sampling. Their report was received on February 9<sup>th</sup>. They found that there was absolutely no intentional misconduct. There was no trend that would indicate a fraudulent activity, however they did discover that some of the District's billing procedures need to be corrected and made a number of recommendations.
- The purpose of this contract is to allow Wipfli and HFS to do periodic compliance reviews to ensure the District's billing practices are correct and to catch any billing practices to determine if something is being done wrong, it will be corrected. The Board authorized the release of their first report of February 9<sup>th</sup>.
  - ✓ For 2014, there was a payment rate that needs to be returned to the federal government of \$1,732.00
  - ✓ For 2015, there was a payment rate that needs to be returned to the federal government of \$103.00
  - ✓ For 2016, there was a payment rate that needs to be returned to the federal government of \$896.00
  - ✓ For a total of \$27,000.00 for a three (3) year period.
- Mr. Ruprecht recommended the Board retain Wipfli to conduct a quarterly reviews to ensure that the recommendations they have made to the District get implemented. This contract can be terminated with thirty (30) days notice.

**MOTION:** To approve the contract with Wipfli, LLP/HFS Consultants

- Bruning moved
- Glusker second
- Roll call

- Ayes: Miller, Bruning, Lund, Campos, Glusker
- Noes: None
- Absent: None
- Abstain: None
- Motion carried

**11. INFORMATION: CEO REPORT: MR. BOB EDWARDS, CEO**

- Mr. Edwards introduced Claudia Halbert as Interim Quality/Risk Manager.
- Mr. Edwards thanked the Foundation who paid for six (6) new patient beds which have arrived at the Hospital.
- Mr. Edwards and Mr. Lund spoke to the League of Women Voters.
- Ilona Horton gave a presentation to the Rotary Club regarding the PRIME Project.

**12. INFORMATION/ACTION: MEDICAL STAFF REPORT: DR. JOHN KERMEN**

A. Re-Appointments to Medical Staff

1. Sanford Brown, MD –Department of Medicine-Family Practice

***MOTION:*** After careful consideration recommend approval of re-appointment to Medical Staff of Sanford Brown, MD

- Bruning moved
- Glusker second
- Motion carried

2. Vivian Belmusto, MD –Department of Medicine-Pediatrics

***MOTION:*** After careful consideration recommend approval of re-appointment to Medical Staff of Vivian Belmusto, MD

- Bruning moved
- Campos second
- Motion carried

3. John Cottle, MD –Department of Medicine-Family Practice

***MOTION:*** After careful consideration recommend approval of re-appointment to Medical Staff of John Cottle, MD

- Bruning moved
- Campos second
- Motion carried

4. Wade Gray, MD –Department of Medicine-Family Practice

***MOTION:*** After careful consideration recommend approval of re-appointment to Medical Staff of Wade Gray, MD

- Bruning moved
- Glusker second
- Motion carried

5. Dianne Harris, MD –Department of Medicine-Family Practice

***MOTION:*** After careful consideration recommend approval of re-appointment to Medical Staff of Dianne Harris, MD

- Glusker moved
- Bruning second
- Motion carried

6. Jennifer Kreger, MD –Department of Medicine-Family Practice



- MOTION:** After careful consideration recommend approval of re-appointment to Medical Staff of Jennifer Kreger, MD
- Glusker moved
  - Miller second
  - Motion carried
7. William Mahon, MD –Department of Medicine-Pediatrics
- MOTION:** After careful consideration recommend approval of re-appointment to Medical Staff of William Mahon, MD
- Miller moved
  - Bruning second
  - Motion carried
8. James Michael Sandys, MD –Department of Medicine-Family Practice
- MOTION:** After careful consideration recommend approval of re-appointment to Medical Staff of Michael Sandys, MD
- Bruning moved
  - Campos second
  - Motion carried
- B. Re-Appointments to Allied Health Professional Staff
1. Suzanne Hewitt, FNP-C –Department of Medicine-Family Practice
- MOTION:** After careful consideration recommend approval of re-appointment of Suzanne Hewitt, FNP-C to Allied Health Professional Staff
- Campos moved
  - Bruning second
  - Motion carried
2. Marilyn Magoffin, FNP-C –Department of Medicine-Family Practice
- MOTION:** After careful consideration recommend approval of re-appointment of Marilyn Magoffin, FNP-C to Allied Health Professional Staff
- Bruning moved
  - Glusker second
  - Motion carried
3. Joseph Martin, PA-C –Department of Medicine-Oncology-Hematology
- MOTION:** After careful consideration recommend approval of re-appointment of Joseph Martin, PA-C to Allied Health Professional Staff
- Bruning moved
  - Campos second
  - Motion carried
4. Michele Tellier, FNP-C –Department of Medicine-Family Practice
- MOTION:** After careful consideration recommend approval of re-appointment of Michele Tellier, FNP-C to Allied Health Professional Staff
- 
5. Kei Velazquez, FNP-C –Department of Medicine-Women’s Health
- MOTION:** After careful consideration recommend approval of re-appointment of Kei Velazquez, FNP-C to Allied Health Professional Staff

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**13. INFORMATION: CHIEF OF PATIENT CARE SERVICES REPORT: MS. TERRY MURPHY**

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

**14. INFORMATION/ACTION: PLANNING COMMITTEE REPORT: DR. KEVIN MILLER**

- The Community Needs Assessment is complete.
- The committee discussed a Marketing Plan.

**15. INFORMATION: OB AD HOC COMMITTEE REPORT: DE. KEVIN MILLER**

- The next meeting will take place March 1<sup>st</sup> at 4:00 pm in the Neva Cannon Room. At which time the document that John Allison has been working on will be clarified.

**16. INFORMATION/ACTION: PLANT SERVICES REPORT: MR. WADE STURGEON, CFO**

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

**17. INFORMATION/ACTION: JPA REPORT: MR. BOB EDWARDS, CEO**

- There was no report.

**18. ACTION/INFORMATION: ALYSOUN HUNTLEY FORD FUND DRAW: MR. WADE STURGEON, CFO**

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 was one (1) request.

**MOTION:** To approve one (1) Alysoun Huntley Ford Fund Draw in the amount of \$376.08

- Glusker moved
- Bruning second
- Motion carried

**19. INFORMATION/ACTION: ASSOCIATION AND COMMUNITY SERVICE REPORTS**

- There were no reports.

**20. ACTION/INFORMATION: STATISTICAL/FINANCE REPORT, NOVEMBER 2016: MR. WADE STURGEON, CFO**

January Highlights:

- Net Income from Operations was an income of \$8,334
  - o YTD Loss from Operations (\$161,642)
- Net Income from All Sources was an income of \$291,338
  - o YTD Income from All Sources \$300,573
- Bond Covenants reported on the bottom right corner of the Executive Summary
  - o Debt Service Coverage Ratio is within covenant at 3.82
  - o Current Ratio is within covenant at 1.33
  - o Days Cash On Hand is within the covenant at 56.72
- Mr. Sturgeon presented a list of (20 recommended/monthly ratios of which he will obtain benchmarks.
- Mr. Sturgeon will submit an application for a HELP II Loan.

**MOTION:** To approve the Finance and Statistical Report for January 2017

- Campos moved
- Glusker second
- Motion carried

**21. PUBLIC COMMENTS:**

- There were no public comments.

**22. ADJOURN:**

- The meeting adjourned at 7:30 pm

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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  
THURSDAY, MARCH 2, 2017  
MINUTES**

**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 Steve Lund presiding

**2. ROLL CALL:** Bruning, Lund, Campos, Glusker, Miller

BOARD MEMBERS ABSENT: None

ALSO PRESENT:

Mr. John Ruprecht, Legal Counsel  
Ms. Gayl Moon, Executive Assistant

**3. CLOSED SESSION:**

**A. INFORMATION/ACTION:** Conference with legal counsel regarding personnel claim against the District. Government Code §54956.9(d)(2), (e)(3); Evidence Code §950, et seq

**4. REPORT OUT OF CLOSED SESSION**

- **INFORMATION/ACTION:** Conference with legal counsel regarding personnel claim against the District. Government Code §54956.9(d)(2), (e)(3); Evidence Code §950, et seq
- The Board approved and authorized legal counsel to develop a response to the claim against the District, the individual involved has asked to remain confidential. When the claim is resolved, the claimant will be named.

**5. COMMENTS FROM THE COMMUNITY**

- There were no comments from the community.

**6. COMMENTS FROM THE BOARD OF DIRECTORS**

- There were no Board comments.

**7. ADJOURN:**

- The meeting adjourned at 6:05 pm

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Mr. Steve Lund, President  
Board of Directors

ATTEST:

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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, MARCH 16, 2017**

**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 Steve Lund presiding

**2. ROLL CALL:** Campos, Bruning, Miller, Glusker, Lund

ABSENT: None

**3. CLOSED SESSION:**

1. **INFORMATION/ACTION:** Public Employee Performance Review and Evaluation, Chief Financial Officer of the District. Government Code §§54957(b)(1) and (b)(2); Government Code §54954.5.

**4. RECONVENTION OF OPEN SESSION:**

**5. ROLL CALL:** Glusker, Lund, Bruning, Campos, Miller

ABSENT: None

- Dr. Miller left the meeting at 7:00 pm.

**REPORT OUT OF CLOSED SESSION**

1. **INFORMATION/ACTION:** Public Employee Performance Review and Evaluation, Chief Financial Officer of the District. Government Code §§54957(b)(1) and (b)(2); Government Code §54954.5.

- The Board will gather additional information and gave direction to staff.
- A Special Board Meeting will take place on April 4<sup>th</sup> regarding this subject.

**6. COMMENTS FROM THE COMMUNITY**

- The community had questions for the Board. They were instructed to put them in writing and email them to the Board so the Board could respond.

**7. COMMENTS FROM THE BOARD OF DIRECTORS**

- There were no comments from the Board of Directors

**8. ADJOURN:**

The meeting adjourned at 7:07 p.m.

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Mr. Steve Lund, President  
Board of Directors

ATTEST:

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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 30, 2017  
MINUTES**

The Board of Directors of the Mendocino Coast Health Care District met in CLOSED session at 4:00 pm in the Hospital Redwoods Room, Steve Lund, Chair presiding

PRESENT: Mr. Lund, Dr. Glusker, Ms. Bruning, Dr. Miller, Dr. Campos

Mr. John Ruprecht, Legal Counsel  
Mr. Bob Edwards, CEO (telephonically)  
Mr. Wade Sturgeon, CFO  
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. Steve Lund presiding.

**2. ROLL CALL:**

PRESENT: Mr. Steve Lund, Dr. Peter Glusker, Ms. Kathleen Bruning, Dr. Kevin Miller, Dr. Luke Campos  
Board Members

BOARD MEMBERS ABSENT: None

ALSO PRESENT:

Mr. John Ruprecht, Legal Counsel  
Mr. Bob Edwards, Chief Executive Officer (telephonically)  
Mr. Wade Sturgeon, Chief Financial Officer  
Ms. Gayl Moon, Executive Assistant

**3. CLOSED SESSION MATTERS:**

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

1. **INFORMATION/ACTION:** Pursuant to §32155 of the Health and Safety Code February Quality Management and Improvement Council Report
  - The Board unanimously approved the February Quality Management and Improvement Council Report
2. **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.
3. **INFORMATION/ACTION:** Public Employment: To review and approve Professional Services Agreement for Dr. Bradley Bettinger Government Code §54954.5 & 54957
  - The Board approved the Professional Services Agreement for Dr. Bradley Bettinger



**4. PUBLIC COMMENTS**

- There were no public comments.

**5. REVIEW OF THE AGENDA**

- There were no revisions to the agenda.

**6. BOARD COMMENTS**

- Bob Edwards & Steve Lund attended the California Hospital's Legislative Action Day in Sacramento and it was very informative.
- Mr. Lund had a great experience when he went to the NCFHC Immediate Care for an illness.

**7. ACTION: APPROVAL OF CONSENT CALENDAR: MR. STEVE LUND, PRESIDENT**

- A. Minutes: Regular Session, February 23, 2017
- B. Approval of Special Session, March 2, 2017
- C. Approval of Special Session, March 16, 2017
- D. Observation Services Notification: MOON
- E. Electronic Signatures for Licensed Independent Providers

**MOTION:** To approve the Consent Calendar

- Bruning moved
- Glusker second
- Motion carried

**8. ACTION/INFORMATION: AMENDMENT TO PARTNERSHIP HEALTH PLAN MEMORANDUM OF UNDERSTANDING REGARDING PROVIDER RECRUITMENT SUPPORT PROGRAM PROVIDER RETENTION ENHANCEMENT PROGRAM: MS. ILONA HORTON**

- The Provider Retention Enhancement Program provides up to \$45,000 in additional funding as a retention incentive over a 36 month period for provider recruitment.
- The funds would be provided in-addition to the current Provider Recruitment Program's signing bonuses. The sum of \$45,000 for successfully recruited physicians will be paid out in \$15,000 increments at the completion of 12, 24 & 36 month for a total of \$45,000 in retention bonus. The sum of \$30,000 for successfully recruited nurse practitioners and physicians assistants will be paid out in \$10,000 increments at the completion of 12, 24 & 36 months for a total of \$30,000 in retention bonus.

**MOTION:** To approve the Amendment to Partnership Health Plan Memorandum of Understanding regarding Provider Recruitment Support Program Provider Retention Enhancement Program

- Campos moved
- Glusker second
- Roll call
  - Ayes: Glusker, Bruning, Miller, Lund, Campos
  - Noes: None
  - Absent: None
  - Abstain: None
- Motion carried

**9. ACTION/INFORMATION: APPOINTMENT OF MR. BILL KNAPP AS A FINANCE COMMITTEE MEMBER: DR. LUKE CAMPOS**

**MOTION:** To approve Mr. Bill Knapp as a Finance Committee Member

- Campos moved
- Glusker second
- Roll call
  - Ayes: Lund, Campos, Glusker, Bruning, Miller
  - Noes: None
  - Absent: None
  - Abstain: None
- Motion carried

**10. ACTION/INFORMATION: MEDITECH UPGRADE TO VERSION 6.1: MR. WADE STURGEON, CFO**

- The current MEDITECH system does not meet Meaningful Use Stage 2 requirements.
- This upgrade will create a significant amount of improved efficiencies throughout the organization and will likely improve the finances of the hospital as well.
- Mr. Sturgeon recommended the Board approve Administration to move forward with negotiations with MEDITECH to implement the upgrade to 6.16 with a “not to exceed” amount of \$3,000,000 associated to implementation costs. Mr. Sturgeon intends to present the final pricing and contract to the Board in April. Mr. Sturgeon asked for approval for not to exceed \$3.5 million and a 10% contingency.
- HELP II loans has asked that the Hospital adjust their loan packet from \$1.5 million to \$3.5 million at a 2 to 3 percent rate. Discussion ensued.

**MOTION:** To approve the MEDITECH upgrade to version 6.1 proposal; the dollar amount not to exceed \$3.5 million plus a 10% contingency

- Campos moved
- Bruning second
- Roll call
  - Ayes: Bruning, Lund, Campos, Miller, Glusker
  - Noes: None
  - Absent: None
  - Abstain: None
- Motion carried

**11. ACTION/INFORMATION: 340B COMPLIANCE PROGRAM AGREEMENT BETWEEN THE PARTNERSHIP HEALTH PLAN AND MCDH: MS. LOIS LEISTER**

- This item and item #12 go together; one cannot go without the other.
- The terms for using 340B medications are regulated heavily by HRSA (Health Resources and Services Administration) and the OPA (Office of Pharmacy Affairs). MCDH is eligible for 340B because the Critical Access Hospital status.
- Medications used for 340B eligible patients are not subject for Duplicate Discounts. The Hospital cannot get the drugs at a reduced price plus the State of California (via PHP/Medi-Cal) obtaining drug rebates from the manufactures.
- This agreement is to assure that both MCDH & PHP are aware of the rules against duplicate discounts and that the hospital as the covered entity will only use 340B drugs for PHP patients if the Hospital signs the agreement stating they comply with the billing practices outlined by the rules for Medicaid.
- The non-disclosure agreement is part of the compliance program agreement with the 340B data clearinghouse which PHP has selected and has selected their hospital and

- their 3<sup>rd</sup> party 340B administrator.
- The terms of the agreement have been developed by PHP and as such have not allowed the Hospital to make changes to a significant degree. The terms of the agreement can be changed with proper written notice as noted in the agreement.
- This would add \$350,000 to the bottom line.
- Discussion ensued.

**MOTION:** To approve the 340B Compliance Program Agreement between the Partnership Health Plan and MCDH

- Bruning moved
- Campos
- Roll call
  - Ayes: Bruning, Miller, Glusker, Campos, Lund
  - Noes: None
  - Absent: None
  - Abstain: None
- Motion carried

**12. ACTION/INFORMATION: NON-DISCLOSURE AGREEMENT WITH NEC NETWORKS, LLC DBA 340BX CLEARING HOUSE: MS. LOIS LEISTER**

- This issue goes in tandem with Item #11

**MOTION:** To approve the Non-Disclosure Agreement with NEC Networks, LLC dba 340BX Clearinghouse

- Bruning moved
- Campos second
- Roll call
  - Ayes: Campos, Glusker, Miller, Bruning, Lund
  - Noes: None
  - Absent: None
  - Abstain: None
- Motion carried

**13. INFORMATION: CEO REPORT: MR. BOB EDWARDS, CEO**

- Mr. Edwards thanked everyone at MCDH for giving him such great care when he underwent outpatient surgery recently.
- Dr. Wagu has agreed to be the lead Hospitalist.
- The multi-disciplinary team has begun doing daily rounds.
- Ten years ago the Hematology/Oncology Department opened their doors. Congratulations to Dr. Rochat and his staff!

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

A. Locum Tenens Coverage

1. Paul Nerz, MD –Department of Medicine-NCFHC

**MOTION:** After careful consideration recommend approval of Locum Tenens Coverage for Paul Nerz, MD

- Bruning moved
- Campos second
- Motion carried

B. Release from Provisional Status & Proctoring/Advance to Active Status

1. James Michael Sandys, MD –Department of Medicine-NCFHC

**MOTION:** After careful consideration recommend approval of Release from Provisional Status & Proctoring/Advance to Active Status for James Michael Sandys, MD

- Bruning moved
- Campos second
- Motion carried

**C. Appointments to Medical Staff-Provisional Status**

1. Lynette Chevalier-Paris, MD –Department of Medicine-Pediatrics
2. Gregory Moore, MD –Department of Medicine-Emergency Department
3. Ethan Ross, MD Department of Medicine-Emergency Department
4. Christopher Ryan, MD –Department of Medicine-Hospitalist Service

**MOTION:** After careful consideration recommend approval of Appointment to Medical Staff-Provisional Status for Lynette Chevalier-Paris, MD: Gregory Moore, MD: Ethan Ross, MD: Christopher Ryan, MD

- Bruning moved
- Campos second
- Motion carried

**D. Appointment to Allied Health Professionals Staff**

1. Lilo Fink, DNP, FNP-BC –Department of Medicine-NCFHC

**MOTION:** After careful consideration recommend approval of Appointment to Allied Health Professionals Staff for Lilo Fink, DNP, FNP-BC

- Bruning moved
- Campos second
- Motion carried

**E. Resignation from Active Medical Staff**

1. John Garratt, MD –Department of Medicine-Psychiatry

**MOTION:** After careful consideration recommend approval of Resignation from Active Medical Staff for John Garratt, MD

- Bruning moved
- Campos second
- Motion carried

**F. Appointment of V-Rad Teleradiology Physicians**

1. Kenneth Chong, MD
2. Jason Dipose, MD
3. Susan Gootnick, MD
4. Kamran Janjua, MD
5. Robert Henry, MD
6. Elaine Khatod, MD
7. Mark Miller, MD
8. Brian Morrow, MD
9. Julie Shaffrey, MD
10. Joshua Sokol, MD
11. Talitha Travis, MD

**MOTION:** After careful consideration recommend approval of Appointment of V-Rad Teleradiology Physicians Kenneth Chong, MD: Jason Dipose, MD: Susan Gootnick, MD: Kamran Janjua, MD: Robert Henry, MD: Elaine Khatod, MD: Mark Miller, MD: Brian Morrow, MD: Julie Shaffrey, MD: Joshua Sokol, MD: Talitha Travis, MD

- Bruning moved
- Campos second
- Motion carried

**15. INFORMATION: CHIEF OF PATIENT CARE SERVICES REPORT: MS. TERRY MURPHY**

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

**16. INFORMATION/ACTION: PLANNING COMMITTEE REPORT: DR. KEVIN MILLER**

1. OB Ad Hoc Update: Dr. Kevin Miller

- The Planning Committee met and John Allison gave a synopsis of the OB Committee Report, and the Planning Committee accepted the report as written. Discussion ensued.

2. CHNA: Mr. Bob Edwards, CEO

- Mr. Edwards recommended not collaborating with the county, but focusing on one or two indicators in the report. Possibly improving pre natal care. Improve the number of people who receive immunizations.
- Perhaps partner this with the PRIME Project.
- Discussed PR/Advertising. The Planning Committee approved recommendation to the Board that they allow management to spend \$50,000 to procure this service.

**MOTION:** To accept the Planning Committee Report from the OB Ad Hoc Committee

- Bruning moved
- Campos second
- Glusker opposed
- Motion carried

Several community members spoke in favor of keeping the OB Department open. Board members also spoke. Discussion ensued. Mr. Lund thanked everyone for attending the meeting and expressing their opinions.

**17. INFORMATION/ACTION: PLANT SERVICES REPORT: MR. STEVE KOBERT**

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

**18. INFORMATION/ACTION: JPA REPORT: MR. BOB EDWARDS, CEO**

- The CEO's continue to work on a Business Plan for the JPA.

**19. ACTION/INFORMATION: ALYSOUN HUNTLEY FORD FUND DRAW: MR. WADE STURGEON, CFO**

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 was one (1) request.

**MOTION:** To approve one (1) Alysoun Huntley Ford Fund Draw in the amount of \$752.16

- Glusker moved
- Campos second
- Motion carried

**20. INFORMATION/ACTION: ASSOCIATION AND COMMUNITY SERVICE REPORTS**

- There were no reports.

**21. ACTION/INFORMATION: STATISTICAL/FINANCE REPORT, FEBRUARY 2017:  
MR. WADE STURGEON, CFO**

February Highlights:

- Net Income from Operations was a loss of (\$302,584)
  - o YTD Loss from Operations (\$464,226)
- Net Income from All Sources was a loss of (\$274,368)
  - o YTD Income from All Sources \$26,205
- Bond Covenants as reported on the Executive Summary are all within requirements
  - o Debt Service Coverage Ratio is within covenant at 3.27
  - o Current Ratio is within covenant at 1.29
  - o Days Cash On Hand is within the covenant at 50.73

**MOTION:** To approve the Finance and Statistical Report for February 2017

- Glusker moved
- Bruning second
- Motion carried

**22. PUBLIC COMMENTS:**

- Tanya Smart stated there needs to be a plan for the Hospital that includes the schools and the City of Fort Bragg.

**23. ADJOURN:**

- The meeting adjourned at 8:15 pm

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Peter Glusker, MD, Secretary  
Board of Directors

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Gayl Moon, Secretary to the  
Board of Directors

**BOARD OF DIRECTORS MEETING  
HOSPITAL REDWOODS ROOM  
THURSDAY, APRIL 27, 2017  
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, Steve Lund, Chair presiding

PRESENT: Mr. Lund, Dr. Glusker, Ms. Bruning, Dr. Miller, Dr. Campos

Mr. John Ruprecht, Legal Counsel  
Mr. Bob Edwards, CEO  
Mr. Wade Sturgeon, CFO (telephonically)  
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 6:10 p.m. in the Redwoods Room, Mr. Steve Lund presiding.

**2. ROLL CALL:**

PRESENT: Mr. Steve Lund, Dr. Peter Glusker, Ms. Kathleen Bruning, Dr. Kevin Miller, Dr. Luke Campos  
Board Members

BOARD MEMBERS ABSENT: None

ALSO PRESENT:

Mr. John Ruprecht, Legal Counsel  
Mr. Bob Edwards, Chief Executive Officer  
Mr. Wade Sturgeon, Chief Financial Officer (telephonically)  
Ms. Gayl Moon, Executive Assistant

**3. CLOSED SESSION MATTERS:**

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

1. **INFORMATION/ACTION:** Pursuant to §32155 of the Health and Safety Code March Quality Management and Improvement Council Report
  - The Board unanimously approved the March Quality Management and Improvement Council Report
2. **INFORMATION/ACTION:** Pursuant to California Government Code §54954.5 and §32155 of the Health and Safety Code Medical Staff Credentials and Privileges Review
  - The Board accepted the Medical Staff Credentials and Privileges Review
3. **INFORMATION/ACTION:** Public Employment: To review and approve Professional Services Agreement three month extension for Dr. John Kermen Government Code §54954.5 & 54957
  - The Board approved the Professional Services Agreement three month extension for Dr. John Kermen

4. ***INFORMATION/ACTION:*** Public Employment: To review and approve Professional Services Agreement three month extension for Dr. Russell Perry Government Code §54954.5 & 54957
  - The Board approved the Professional Services Agreement three month extension for Dr. Russell Perry
5. ***Information/Action:*** Formal Claim of Ellen Hardin, former HR Director, pursuant to California Government Code §905, et seq., Government Code §54956.9(d)(2); (e)(3)
  - The Board voted to reject the Formal Claim of Ellen Hardin
6. ***Information/Action:*** Continuation of Public Employee Performance & Review Evaluation, CFO of the District, from 3/16/17 Special Board Meeting. California Government Code §§54957(b)(1) and (b)(2); Government Code §54954.5
  - The Board will continue the matter concerning the CFO Evaluation and Review until a Special meeting can be noticed in order for the CFO to be present

**4. PUBLIC COMMENTS**

- Malcom Macdonald had comments regarding several issues.
- Several community members made comments on keeping the OB Department at the Hospital open. A petition with 300 signatures in favor of keeping the OB Department open was given to Gayl Moon, Secretary to the Board.

**5. REVIEW OF THE AGENDA**

- Mr. Lund requested the Plant Services Report be given when the Nurse Call System Report is given.

**6. BOARD COMMENTS**

- Dr. Glusker suggested each department in the Hospital be requested to look at possible savings & solutions within their departments to help sustain the OB Department and that this be incorporated into the budget process.

**7. ACTION: APPROVAL OF CONSENT CALENDAR: MR. STEVE LUND, PRESIDENT**

1. Minutes: Regular Session, March 30, 2017
2. Approval of Special Session, April 1, 2017
3. Approval of Special Session, April 4, 2017
4. Rash Curtis & Associates Financial Services Agreement
5. UVMC Purchasing Manager Agreement
6. Joint Powers Agreement Requested By-law Changes, Updated Business Plan
7. Approval of Alysoun Huntley Ford Fund Draw for a total of \$764.33
8. Paid Sick Leave – Per Diem and Temporary Employees

- Dr. Glusker requested the removal from the Consent Calendar of item numbers 4, 5, 6, 8 and the Paid Sick Leave – Per Diem and Temporary Employees Policy

***MOTION:*** To approve the Consent Calendar item numbers 1, 2, 3 & 7

- Glusker moved
- Bruning second
- Motion carried

**8. ACTION/INFORMATION: RASH CURTIS & ASSOCIATES FINANCIAL SERVICES AGREEMENT**

- Rash Curtis & Associates is a collection agency, and the cost is factored on a contingency basis.



**MOTION:** To approve the Rash Curtis & Associates Financial Services Agreement

- Glusker moved
- Bruning second
- Roll call
  - Ayes: Bruning, Lund, Campos, Miller, Glusker
  - Noes: None
  - Absent: None
  - Abstain: None
- Motion carried

**9. ACTION/INFORMATION: UVMC PURCHASING MANAGER AGREEMENT**

**MOTION:** To approve the UVMC Purchasing Manager Agreement

- Glusker moved
- Campos second
- Roll call
  - Ayes: Bruning, Miller, Glusker, Campos, Lund
  - Noes: None
  - Absent: None
  - Abstain: None
- Motion carried
- Mr. Ruprecht stated he has reviewed this contract and feels it is fine legally; however the amount of compensation for the employee the hospital will lease from UVMC is not filled in.
- Mr. Sturgeon stated that the compensation amount will be at or lower than what the Hospital was paying before.

**MOTION:** Dr. Glusker amended his motion to state that the compensation amount should not exceed what the Hospital was previously paying

- Glusker moved
- Campos second
- Roll call
  - Ayes: Lund, Bruning, Miller, Glusker, Campos
  - Noes: None
  - Absent: None
  - Abstain: None
- Motion carried

**10. ACTION/INFORMATION: JOINT POWERS AGREEMENT REQUESTED BY-LAW CHANGES, UPDATED BUSINESS PLAN**

- The JPA is interested in adopting a method to bring in additional revenue by being a conduit issuer for non-member clients'
- The debt instrument documents and bond indentures incident to these findings routinely indemnify and hold harmless the conduit issuer from liability. Bond counsel characterizes the risk in conduit transactions as minimal. A recent conduit issuer transaction, for a JPA member, brought in \$7,500 to the JPA.
- Discussion ensued.

**MOTION:** To approve the Joint Powers Agreement Requested By-Law Changes, Updated Business Plan

- Bruning moved

- Campos second
- Roll call
  - Ayes: Campos, Miller, Bruning, Lund
  - Noes: Glusker
  - Absent: None
  - Abstain: None
- Motion carried
- 

**11. ACTION/INFORMATION: PAID SICK LEAVE – PER DIEM AND TEMPORARY EMPLOYEES POLICY**

- Dr. Glusker questioned why this policy is retroactive to July 2015.
- It was recently discovered that the policy had not been signed off and so it was forwarded for Board approval.

**MOTION:** To approve the Paid Sick Leave – Per Diem and Temporary Employees Policy #130.1427

- Bruning moved
- Campos second
- Roll call
  - Ayes: Miller, Bruning, Lund, Campos
  - Noes: Glusker
  - Absent: None
  - Abstain: None
- Motion carried

**12. ACTION/INFORMATION: UVMC BIOMED CONTRACT: MR. JOHN RUPRECHT**

- Mendocino Coast District Hospital (MCDH) and Adventist Health System (AHS) have had an agreement for the provision of biomedical engineering services for the past nine (9) years.
- This request is a recommendation for the Board to approve entering into a contractual agreement with Adventist Health Clinical Engineering Services to provide full-time (40 hours per week) Biomedical Engineering Services at a cost of \$154,000 per year.

**MOTION:** To approve the UVMC Biomed Contract not to exceed \$154,000 per year

- Bruning moved
- Campos second
- Roll call
  - Ayes: Glusker, Bruning, Miller, Lund, Campos
  - Noes: None
  - Absent: None
  - Abstain: None
- Motion carried

**13. ACTION/INFORMATION: MACRO HELIX AMENDMENT TO 2014 CONTRACT (BUY-OUT AMENDMENT): MR. WADE STURGEON, CFO**

- In 2014 MCDH implemented the 340B Pharmacy Program. At the time a contract was entered into with Macro Helix to be the Hospital's third party administrator for 340B Processing. The contract has an exclusivity clause in it that does not allow the Hospital to contract with any other third party administrator for individual pharmacies.
- In the fall of 2016 Mendocino Coast Pharmacy informed the Hospital that they would no longer work with Macro Helix to provide 340B Services to MCDH.

- Macro Helix has offered an addendum to their contract that will allow MCDH a one time exception to the exclusivity clause so that the Hospital can use Capture Rx with Mendocino Coast Pharmacy. MCDH must buy out the “loss of revenue” for \$1,600 per month, which Macro Helix estimates will occur until the end of the contract due to the utilization of another vendor.

**MOTION:** To approve the Macro Helix Amendment to the 2014 Contract (Buy-out Amendment)

- Glusker moved
- Bruning second
- Roll call
  - Ayes: Lund, Campos, Glusker, Bruning, Miller
  - Noes: None
  - Absent: None
  - Abstain: None
- Motion carried

**14. ACTION: JUNE BOARD MEETING DATE CHANGE TO JUNE 22, 2017**

- A request was made to move the June Board meeting date from June 29 to June 22.

**MOTION:** To move the June Board meeting date to June 22<sup>nd</sup>

- Campos moved
- Bruning second
- Roll call
  - Ayes: Miller, Bruning, Glusker, Campos, Lund
  - Noes: None
  - Absent: None
  - Abstain: None
- Motion carried

**15. INFORMATION/ACTION: APPROVAL OF NURSE CALL PROJECT: MR. STEVE KOBERT**

- The equipment installation portion of the Nurse Call Installation Project is complete. Project wrap-up, which included completion of a line-by-line expense reconciliation, has been significantly complicated by the fact that this project started in 2009, was approved by OSHPD in July of 2012, stopped in 2013, and then restarted in 2015. As detailed in February 2017 Project Updates to the Board, there have been a number of opportunities for improvement identified with the project which include:
  - ✓ Clearly defined project scope
  - ✓ Comprehensive design development
  - ✓ In-depth review of existing facility conditions
  - ✓ Obtain written proposals from vendors for budget development
  - ✓ Realistic project schedules
- Financial reconciliation of project records dating back to 2009 has determined that significant expenses were never included in the budgetary pricing presented to Administration or the Board. This request is a recommendation for the Board to approve an increase to the budget of the Nurse Call Installation Project by \$75,000 to a Not-To-Exceed cost of \$600,000

**MOTION:** To approve an increase to the budget of the Nurse Call System by \$75,000 not to exceed a total cost of \$600,000

- Glusker moved

- Bruning second
- Roll call
  - Ayes: Bruning, Lund, Campos, Miller, Glusker
  - Noes: None
  - Absent: None
  - Abstain: None
- Motion carried

**16. INFORMATION/ACTION: PLANT SERVICES REPORT: MR. STEVE KOBERT**

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

**MOTION:** To accept the Plant Services Report

- Bruning moved
- Campos second
- Motion carried

**17. INFORMATION/ACTION: HELP II LOAN: MR. WADE STURGEON, CFO**

- Mr. Sturgeon attended the CHAFFA Board Meeting today in Sacramento. The original loan was going to be for \$1.5 million, however the CHAFFA management suggested to Mr. Sturgeon that he could ask for an exception and go for \$3.5 million.
- The CHAFFA Board today requested that the \$1.5 million be presented by itself, and then there was discussion regarding the difference of \$2 million. The Board approved the \$1.5 million. The Board did not approve the additional \$2 million. They will need to create a policy around the exception, and/or increasing the cap on the loan. Mr. Sturgeon expects to hear back from CHAFFA within the next few days as to the Board's decision regarding the additional \$2 million.

**18. INFORMATION/ACTON: MEDITECH UPGRADE TO VERSION 6.1: MR. WADE STURGEON, CFO**

- Meditech's offer to finance is only specific for the software licensing. They will not finance the hardware and outside entities to do the implementation.

**INFORMATION: CEO REPORT: MR. BOB EDWARDS, CEO**

- The Joint Commission has completed their survey of the Hospital's Laboratory and the results were excellent. The Laboratory received a "Gold Circle of Approval".
- Mr. Edwards gave a power point presentation regarding what has been accomplished in his last two (2) years at MCDH. The power point focused on:
  - ✓ Quality
  - ✓ Finances
  - ✓ Volume
  - ✓ People
  - ✓ Future

**19. ACTION/INFORMATION: MEDICAL STAFF REPORT: DR. JOHN KERMEN**

**A. Temporary Privileges**

1. Rajwinder Bahia, MD –Department of Medicine-Hospitalist Service

**MOTION:** After careful consideration recommend approval of Temporary Privileges for Rajwinder Bahia, MD

- Bruning moved
- Campos second
- Motion carried

**B. Locum Tenens Coverage**

1. Amy Tomlinson, MD – Department of Surgery-Obstetrics/Gynecology

**MOTION:** After careful consideration recommend Locum Tenens Coverage for Any Tomlinson, MD

- Bruning moved
- Glusker second
- Motion Carried

C. Re-Appointments to Medical Staff

1. Jeffrey Berenson, MD – Department of Medicine-Internal Medicine
2. Michael Brown, MD – Department of Medicine-Psychiatry
3. Lawrence Goldyn, MD – Department of Medicine-Internal Medicine
4. Jason Kirkman, MD – Department of Medicine-Internal Medicine
5. John Rochat, MD – Department of Medicine-Internal Medicine
6. James Swallow, MD – Department of Medicine-Internal Medicine

**MOTION:** After careful consideration recommend approval of Re-Appointments to Medical Staff for Jeffrey Berenson, MD: Michael Brown, MD: Lawrence Goldyn, MD: Jason Kirkman, MD: John Rochat, MD: James Swallow, MD

- Bruning moved
- Glusker second
- Motion carried

D. Appointments to Medical Staff-Provisional Status

1. Rajwinder Bahia, MD –Department of Medicine-Hospitalist Service

**MOTION:** After careful consideration recommend approval of Appointment to Medical Staff-Provisional Status for Rjwinder Bahia, MD

- Bruning moved
- Campos second
- Motion carried

E. Resignation from Active Medical Staff

1. Benjamin Graham, MD - Department of Medicine-Internal Medicine
2. Attila Mady, MD – Department of Medicine-Internal Medicine/Hospitalist Service
3. John Wallace, MD – Department of Medicine-Internal Medicine

**MOTION:** After careful consideration recommend approval of Resignation from Active Medical Staff for Benjamin Graham, MD: Attila Mady, MD: John Wallace, MD

- Glusker moved
- Bruning second
- Motion carried

20. **INFORMATION: CHIEF OF PATIENT CARE SERVICES REPORT: MS. TERRY MURPHY**

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

21. **INFORMATION/ACTION: PLANNING COMMITTEE REPORT: MR. BOB EDWARDS, CEO**

- Mr. Edwards stated the Planning Committee wants to adopt the Prime Project as the window into the Community Health Needs Assessment issues: there are three (3) indicators (1) Breast Cancer, (2) Cervical Cancer and (3) Colorectal Cancer.

**MOTION:** To accept the Planning Committee Report to make the Prime Project the window into the Community Health Needs Assessment

- Bruning moved
- Campos second
- Motion carried
- Mr. Edwards has looked at a couple of marketing firms, and stated that he and his Sr. Team feel the Marketing/PR Program will be more successful if it is a Hospital employee in house.

**22. INFORMATION: ASSOCIATION AND COMMUNITY SERVICE REPORTS**

- There were no reports.

**23. ACTION/INFORMATION: STATISTICAL/FINANCE REPORT, MARCH 2017: MR. WADE STURGEON, CFO**

- Robin Modder and Dr. Kermen gave a presentation on the OR Department, volumes, trends, etc.

**March Highlights:**

- Net Income from Operations was an income of \$79,715
- o YTD Loss from Operations (\$384,511)
- Net Income from All Sources was an income of \$114,116
- o YTD Income from All Sources \$140,321
- Bond Covenants as reported on the Executive Summary are all within requirements
- o Debt Service Coverage Ratio is within covenant at 3.21
- o Current Ratio is within covenant at 1.30
- o Days Cash On Hand is within the covenant at 46.56

**MOTION: To approve the Finance and Statistical Report for March 2017**

- Bruning moved
- Miller second
- Motion carried

**25. PUBLIC COMMENTS:**

- Malcom Macdonald continued his comments from earlier in the meeting.
- Carole White made comments regarding reducing registry staff and producing permanent employment.

**26. ADJOURN:**

- The meeting adjourned at 8:00 pm

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 Peter Glusker, MD, Secretary  
 Board of Directors

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 Gayl Moon, Secretary to the  
 Board of Directors

**MENDOCINO COAST HEALTH CARE DISTRICT  
BOARD OF DIRECTORS  
SPECIAL SESSION  
FORT BRAGG, CA  
SATURDAY, APRIL 1, 2017**

**1. CALL TO ORDER:**

OPEN Session of the Board of Directors of the Mendocino Coast Health Care District convened at 8:30 a.m. at 120 N. Harbor Drive, Fort Bragg, CA 95437: President Steve Lund presiding

**2. ROLL CALL:** Campos, Bruning, Miller, Lund

ABSENT: Glusker

**3. COMMUNITY COMMENTS:**

Malcom MacDonald stated that he received the agenda for this Special Board Meeting a little over one hour later than the 24 hour notice period required by the Brown Act for Special Board Meetings, even though it was posted throughout the Hospital and on the web site in a timely manner.

**4. OPEN SESSION:**

1. **ACTION:** Resolution to Authorize Management to submit a HELP II Loan Application in the amount of \$3,500,000 through California Health Facilities Final Authority: Mr. Bob Edwards, CEO

**MOTION:** To authorize management to resubmit a HELP II Loan Application for the amount of \$3,500,000

- Campos moved
- Bruning second
- Roll call
  - Ayes: Bruning, Lund, Miller, Campos
  - Noes: None
  - Absent: Glusker
  - Abstain: None
- Motion carried

**5. INFORMATION:** Board of Directors Education presented by Jim DeLauro Govt. Code §54,952.2(c) (2)

- a. The Role of the Critical Access Board
  - The Board received a presentation on education by Mr. Jim DeLauro.
- b. Understanding the Brown Act: John Ruprecht, Legal Counsel

**6. INFORMATION:** Mutual Expectations of Board Members: Board of Directors

- The Board Members discussed their mutual expectations.

**7. ADJOURN:**

The meeting adjourned at 12:00 pm

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Mr. Steve Lund, President  
Board of Directors

ATTEST:

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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, APRIL 4, 2017**

**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 Steve Lund presiding

**2. ROLL CALL: Campos, Bruning, Miller, Glusker, Lund**

**ABSENT:** None

**3. COMMENTS FROM THE COMMUNITY**

**4. CLOSED SESSION:**

1. **INFORMATION/ACTION:** Conference with Legal Counsel regarding exposure to litigation against the District pursuant to Government Code Sections §§54956.9(d)(2) and 54956.9(e)(2)

**5. RECONVENTION OF OPEN SESSION:**

**6. ROLL CALL: Glusker, Lund, Bruning, Campos, Miller**

**ABSENT:** None

**REPORT OUT OF CLOSED SESSION**

1. **INFORMATION/ACTION:** Conference with Legal Counsel regarding exposure to litigation against the District pursuant to Government Code Sections §§54956.9(d)(2) and 54956.9(e)(2)

- The Board had a conference with Legal Counsel regarding exposure to litigation against the District, and provided direction to Legal Counsel.

**7. COMMENTS FROM THE COMMUNITY**

- There were no comments from the community.

**8. COMMENTS FROM THE BOARD OF DIRECTORS**

- There were no comments from the Board of Directors

**9. ADJOURN:**

The meeting adjourned at 7:00 p.m.

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Mr. Steve Lund, President  
Board of Directors

ATTEST:

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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, MAY 25, 2017  
MINUTES**

The Board of Directors of the Mendocino Coast Health Care District met in CLOSED session at 4:00 pm in the Hospital Redwoods Room, Steve Lund, Chair presiding

PRESENT: Mr. Lund, Dr. Glusker (telephonically), Ms. Bruning, Dr. Miller, Dr. Campos

Mr. John Ruprecht, Legal Counsel  
Mr. Bob Edwards, CEO  
Mr. Wade Sturgeon, CFO (telephonically)  
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 6:10 p.m. in the Redwoods Room, Mr. Steve Lund presiding.

**2. ROLL CALL:**

PRESENT: Mr. Steve Lund, Dr. Peter Glusker (telephonically), Ms. Kathleen Bruning, Dr. Kevin Miller, Dr. Luke Campos  
Board Members

BOARD MEMBERS ABSENT: None

ALSO PRESENT:

Mr. John Ruprecht, Legal Counsel  
Mr. Bob Edwards, Chief Executive Officer  
Mr. Wade Sturgeon, Chief Financial Officer (telephonically)  
Ms. Gayl Moon, Executive Assistant

- Dr. Glusker appeared telephonically from a remote location, i.e. a hotel in San Francisco, which was identified on the agenda. However, Dr. Glusker did not post the agenda at his remote location and the public did not have access to his hotel room. Accordingly, the teleconference was not in compliance with Government Code §54953(b)(3) and accordingly, Dr. Glusker was not allowed to vote at the 5/25/17 Board meeting.

**3. CLOSED SESSION MATTERS:**

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

1. **INFORMATION/ACTION:** Pursuant to §32155 of the Health and Safety Code April Quality Management and Improvement Council Report
  - The Board unanimously approved the April Quality Management and Improvement Council Report
2. **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.

3. ***INFORMATION/ACTION:*** Joan Hammarback and Ryleigh Peurrung, Plaintiffs v. MCDH, Defendants, Mendocino County Superior Court Case No. SCTMCVPO-17-69091, filed 4/27/17; Government Code §54,956.9 (pending litigation)
  - The Board received an update from Legal Counsel and provided direction to Legal Counsel.
4. ***INFORMATION/ACTION:*** Personnel conference with District Legal Counsel to discuss the potential need to retain additional legal assistance due to the current volume of District legal matters; Government Code §54,957; Evidence Code §950, et.seq.; Health & Safety Code §32,121(f)
  - The Board authorized the Executive Staff and Legal Counsel to proceed with developing a proposal for additional legal support/assistance due to the current volume of legal matters primarily related to contract approval.
5. ***Information/Action:*** Public Employment: To review and approve Professional Services Agreement extension for Dr Jack Bellah Government Code §54954.5 & 54957
  - The Board approved the Professional Services Agreement extension for Dr. Jack Bellah
6. ***Information/Action:*** Public Employment: To review and approve Professional Services Agreement extension for Dr. Linda James Government Code §54954.5 & 54957
  - The Board approved the Professional Services Agreement extension for Dr. Linda James
7. ***Information/Action:*** Public Employment: To review and approve Professional Services Agreement for Dr. Jennifer Kreger Government Code §§54,954.5; 54,957
  - The Board approved the Professional Services Agreement for Dr. Jennifer Kreger
8. ***Information/Action:*** Public Employment: To review and approve Professional Services Agreement for Dr. Douglas Lister Government Code §§54,954.5; 54,957
  - The Board approved the Professional Services Agreement for Dr. Douglas Lister
9. ***Information/Action:*** Public Employment: To review and approve Professional Services Agreement for Dr. John Cottle Government Code §§54,954.5; 54,957
  - The Board approved the Professional Services Agreement for Dr. John Cottle
10. ***Information/Action:*** Public Employment: To review and approve Professional Services Agreement for Dr. Jason Kirkman Government Code §§54,954.5; 54,957
  - The Board approved the Professional Services Agreement for Dr. Jason Kirkman
11. ***Information/Action:*** Consideration of the terms and conditions of the following proposed Agreement with Sandra Fleming, MD: (a) Professional Services Agreement: (b) Recruitment and Credit Agreement: (c) Promissory Note; Government Code §§54,954.5; 54,957; Health & Safety Code §32,121.3
  - The Board gave direction to the Executive Staff for consideration of the terms and conditions for a proposed agreement for Dr. Sandra Fleming

#### 4. PUBLIC COMMENTS

- Several community members made comments regarding Winesong and concerns regarding MCDH.
- Mike Dell'Ara resigned from the Planning Committee and read a prepared statement.

**5. REVIEW OF THE AGENDA**

- There were no changes to the agenda.

**6. BOARD COMMENTS**

- There were no Board comments.

**7. ACTION: APPROVAL OF CONSENT CALENDAR: MR. STEVE LUND, PRESIDENT**

1. Minutes: Regular Session, April 27, 2017
  2. Approval of Alysoun Huntley Ford Fund Draw for a total of \$376.08
  3. Medical Staff Rules and Regulations
  4. Obstetrics 3 year On Call Contract with Mendocino Coast Clinic
  5. Pediatrics 3 year On Call Contract with Mendocino Coast Clinic
- Mr. Lund stated a correction needs to be made to the April 27 minutes. The change to be made under "Board Comments" there is a typo. Change "help substantiate" to "help sustain".

**MOTION:** To approve the Consent Calendar with the above stated change to the April minutes

- Miller moved
- Campos second
- Roll call
  - Ayes: Lund, Campos, Bruning, Miller
  - Noes: None
  - Absent: None
  - Abstain
- Motion carried

**8. INFORMATION: BOARD MEETING VENUE CHANGE DISCUSSION: MR. BOB EDWARDS, CEO**

- The Board discussed moving the monthly Board Meetings from the MCDH Redwoods Room to Town Hall on Main Street in Fort Bragg. This move would allow the Board members to see one another better, increase the occupancy limit, better venue for televised meetings, etc.
- Discussion ensued.

**9. ACTION/INFORMATION: CEO SPENDING LIMIT WITHOUT BOARD APPROVAL TO \$100,000 EXCEPT FOR CONSTRUCTION CONTRACTS: MR. BOB EDWARDS, CEO**

- Mr. Edwards stated the current spending limit of the CEO is \$25,000, and has been in effect for decades. The cost of doing business has risen in the last two decades. MCDH has an operating budget of over Fifty Million dollars per year.
- The current spending limit has the weakness of slowing down operations processes.
- The Board will be informed by the CEO anytime there is a contract expenditure of more than \$25,000 via an informational email.
- Discussion ensued.

**MOTION:** To approve a \$100,000 spending limit for the CEO, that excludes

construction contracts

- Bruning moved
- Campos second
- Ms. Bruning amended her motion to include “anything in excess of \$25,000 will be reported to the Board by the CEO”
- Roll call
  - Ayes: Bruning, Lund, Campos, Miller
  - Noes: None
  - Absent: None
  - Abstain: None
- Motion carried

**10. ACTION/INFORMATION: STRESS TEST TREADMILL PURCHASE: MR. EMMET O’CONNELL**

- The current echocardiogram & treadmill system is 10 years old, at the end of life and it is difficult to purchase parts.
- Mr. O’Connell recommended replacement of the Stress Echo Treadmill.
- Discussion ensued.

***MOTION:*** To approve the purchase of the Stress Test Treadmill in the amount of \$31,508.11

- Bruning moved
- Miller second
- Roll call
  - Ayes: Campos, Miller, Bruning, Lund
  - Noes: None
  - Absent: None
  - Abstain: None
- Motion carried

**11. ACTION/INFORMATION: 340B PHARMACY SERVICES AGREEMENT WITH MENDOCINO COAST PHARMACY: MR. WADE STURGEON, CFO**

- The Mendocino Coast Pharmacy had been a participating site for the Hospital’s 340B Program until November of last year when they gave notice to no longer participate do to the Hospital’s use of Macro Helix as their third party administrator. The Hospital’s contract with Macro Helix has an exclusivity clause that initially prohibited MCDH from using any other company to work with.
- After negotiating with Macro Helix, the Hospital will buy out their exclusivity of services as it pertains to Mendocino Coast Pharmacy to enable MCDH to use a different third party administrator. Mendocino Coast Pharmacy will once again participate in the 340B Program.

***MOTION:*** To approve the contract with Mendocino Coast Pharmacy to reestablish the Hospital’s 340B Program with them

- Bruning moved
- Campos second
- Ms. Bruning amended her motion to reflect “the boxes on the last page will be checked in accordance with the Hospital’s current practices”
- Roll call
  - Ayes: Miller, Bruning, Lund, Campos
  - Noes: None

- Absent: None
- Abstain: None
- Motion carried

**12. ACTION/INFORMATION: HEMACS PROFESSIONAL RECRUITMENT AGREEMENT FOR CHRO, QUALITY/RISK, PR/COMMUNICATION, REVENUE CYCLE: MR. BOB EDWARDS, CEO**

- HEMACS, Inc. is an executive recruitment company.
- The fee is 20% of the annual salary due and payable on the candidate's acceptance of the job offer.
- This recruitment will be for the permanent positions of QA/Risk/Compliance/Regulatory; CHRO; PR/Marketing; Revenue Cycle Director

***MOTION:*** To approve the HEMACS agreement for recruitment of the four permanent positions listed above provided HEMACS agrees to the revisions made by John Ruprecht, Legal Counsel as set forth in the copy that was presented to the Board

- Campos moved
- Bruning second
- Roll call
  - Ayes: Bruning, Miller, Lund, Campos
  - Noes: None
  - Absent: None
  - Abstain: None
- Motion carried

**13. ACTION/INFORMATION: TRI COUNTIES BANK LETTER OF CREDIT: MR. WADE STURGEON, CFO**

- Due to the Hospital's financial history and bankruptcy, Tri Counties Bank has required MCDH to have a Promissory Note attached to their account. This is a secure fund for the bank in the event MCDH overdraws their account. The bank required MCDH to place \$200,000 into a Certificate of Deposit to secure the Promissory Note in the event of an overdraft of the account and the balance due is not paid. The CD can be cashed at any time in the event the account is closed or the Promissory Note is lifted.

***MOTION:*** To approve \$200,000 in a Certificate of Deposit to secure the Promissory Note in the event of an overdraft for Tri Counties Bank

- Bruning moved
- Campos second
- Roll call
  - Ayes: Lund, Campos, Bruning, Miller
  - Noes: None
  - Absent: None
  - Abstain: None
- Motion carried

**14. INFORMATION: CEO REPORT: MR. BOB EDWARDS, CEO**

- Dr. Danhash, a family practice physician will be starting at NCFHC in September, and Dr. Fleming will join NCFHC as well.
- Dr. Cottle is retiring, but will continue at Sherwood Oaks and will do some care for MCDH staff.
- Mr. Edwards attended an American Hospital Association conference in Washington DC which focused on the 340B Program.

- The Interim Medical Records Director, Betty Fye has accepted the position and will become a permanent full-time staff member.
- Mr. Edwards thanked the Foundation for their check for almost \$60,000 for new beds.
- The June Board Meeting will be June 22<sup>nd</sup>.

**15. ACTION/INFORMATION: MEDICAL STAFF REPORT: DR. JOHN KERMEN**

- The Medical recently elected Dr. John Kermen as Chief of Staff and Dr. Jack Bellah as Vice Chief of Staff.

**A. Locums Tenens Coverage**

1. Emad Asham, MD- Department of Surgery-General Surgery (May 23-31, 2017)
2. Sasidharan Ponthenkandath, MD (Dr. Sasi)-Department of Medicine-Pediatrics (June 1-13; July 1-12; August 3-15; September 1-12; October 4-14; November 7-17; December 22-January 3, 2018)

**MOTION:** After careful consideration recommend approval of Locums Tenens Coverage for Emad Asham, MD: Sasidharan Ponthenkandath

- Bruning moved
- Campos second
- Roll call
  - Ayes: Lund, Campos, Bruning, Miller
  - Noes: None
  - Absent: None
  - Abstain: None
- Motion carried

**B. Appointments to V-Rad Teleradiology Services**

1. Sireesha Iruvuri
2. Glenn Schultes

**MOTION:** After careful consideration recommend approval of Appointments to V-Rad Teleradiology Services for Sireesha Iruvuri: Glenn Schultes

- Bruning moved
- Campos second
- Roll call
  - Ayes: Bruning, Lund, Campos, Miller
  - Noes: None
  - Absent: None
  - Abstain: None
- Motion Carried

**C. Resignation from Active Medical Staff**

1. John Gallo, MD – Department of Medicine-Family Practice
2. James Pretorius, MD – Department of Medicine-Hospitalist Service

**MOTION:** After careful consideration recommend approval of Resignation from Active Medical Staff for John Gallo, MD: James Pretorius, MD

- Bruning moved
- Campos second
- Roll call
  - Ayes: Bruning, Miller, Campos, Lund
  - Noes: None
  - Absent: None
  - Abstain: None



- Motion carried

**16. INFORMATION/ACTION: PLANNING COMMITTEE REPORT: MR. BOB EDWARDS, CEO**

- Dr. James Katzel and Mike Dell'Ara resigned from the Planning Committee.
- Mr. Edwards gave a Strategic Plan Update Power Point Presentation. Following are the Strategic Initiatives that were covered:
  - ✓ Studying and potentially implementing a Hospital Fee/Hospital Structure change
  - ✓ Exploring a District Parcel Tax
  - ✓ Positioning the District to achieve a 1% Revenue over Expenses Financial outcome
  - ✓ Achieving the Capital and Deferred Maintenance requirement of the facility to include: HVAC, ATS, Nurse Call, Surgery Decontamination, 6 patient rooms
  - ✓ Patient Experience scores, to the average of the 75<sup>th</sup> percentile
  - ✓ Improving Quality Metrics, to the 75<sup>th</sup> percentile
- Mr. Edwards gave a power point presentation regarding what has been accomplished in his last two (2) years at MCDH. The power point focused on:
  - ✓ Quality
  - ✓ Finances
  - ✓ Volume
  - ✓ People
  - ✓ Future
- Ms. Horton gave a Prime Project update.
- Discussion ensued.

**MOTION:** To accept the Planning Committee Report

- Bruning moved
- Campos second
- Motion carried

**17. ACTION/INFORMATION: PLANT SERVICES REPORT: MR. STEVE KOBERT**

- Refer to the attached report.
- Mr. Kobert must put together a formal Change of Use Project to enable him to tell OSHPD any and all locations throughout the Hospital that are not being used for their original, licensed, intended uses. Upon completion of the identification process a formal plan must be initiated and submitted to OSHPD for review and approval. Upon approval by OSHPD, work will be required to modify the spaces for their new intended purposes. Upon completion of the project, OSHPD and CDPH will issue new license documentation approving the completed changes.
- Estimated time of project: 12-24 months
- Estimated cost of project: Unknown without further study

**MOTION:** To authorize Mr. Kobert to work with Sr. Staff on a Change of Use Project

- Bruning moved
- Campos second
- Roll call
  - Ayes: Miller, Lund, Campos, Bruning
  - Noes: None
  - Absent: None
  - Abstain: None
- Motion carried

- Mr. Kobert needs to establish a formal GeoTechnical Investigation Project. This must be initiated with OSHPD to determine whether the existing facility can be renovated or whether it will be necessary to construct a new facility designed to meet all of the Seismic Compliance Codes by 2030. The cost will be between \$50,000 & \$100,000.

**MOTION:** To authorize Mr. Kobert to develop a proposal for a GeoTechnical Investigation Project this will be brought back to the Board for consideration

- Bruning moved
- Campos second
- Roll call
  - Ayes: Bruning, Miller, Lund, Campos
  - Noes: None
  - Absent: None
  - Abstain: None
- Motion carried

#### **18. INFORMATION: ASSOCIATION AND COMMUNITY SERVICE REPORTS**

- There were no reports.

#### **19. ACTION/INFORMATION: STATISTICAL/FINANCE REPORT, MARCH 2017: MR. WADE STURGEON, CFO**

- Emmet O’Connell gave a presentation on the Laboratory Department

##### **April Highlights:**

- Net Income from Operations was an income of \$313,303
  - YTD Loss from Operations (\$71,208)
- Net Income from All Sources was an income of \$591,519
  - YTD Income from All Sources \$731,840
- Bond Covenants as reported on the Executive Summary are all within requirements
  - Debt Service Coverage Ratio is within covenant at 3.65
  - Current Ratio is within covenant at 1.36
  - Days Cash On Hand is within the covenant at 37.33
- Discussion ensued.

**MOTION:** To approve the Finance and Statistical Report for April 2017

- Bruning moved
- Campos second
- Roll call
  - Ayes: Lund, Campos, Bruning, Miller
  - Noes: None
  - Absent: None
  - Abstain: None
- Motion carried

- Mr. Sturgeon requested the Board have a Special Board Meeting on June 15<sup>th</sup> to consider approval of the Operating Budget and the Capital Budget. Both budgets have been approved by the Finance Committee

**MOTION:** To schedule a Special Board Meeting for June 15<sup>th</sup>

- Bruning moved
- Campos second
- Roll call

- Ayes: Campos, Lund, Bruning, Miller
- Noes: None
- Absent: None
- Abstain: None
- Motion carried

**20. PUBLIC COMMENTS:**

- Several community members commented on issues/concerns with the Hospital.

**21. ADJOURN:**

- The meeting adjourned at 8:20 pm

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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  
WEDNESDAY, JUNE 21, 2017**

**1. CALL TO ORDER:**

OPEN Session of the Board of Directors of the Mendocino Coast Health Care District convened at 6:00 p.m. at 700 River Drive, Fort Bragg, CA 95437: President Steve Lund presiding

**2. ROLL CALL: Miller, Bruning, Lund, Campos, Glusker**

ABSENT: None

**3. COMMUNITY COMMENTS:**

There were no community comments.

**4. BOARD COMMENTS:**

There were no Board comments.

Mr. Lund stated he has had a request to move Agenda item #10 regarding the Revenue Bond issue to item #8; item #8 will become #9, and 9 will become item #10.

**MOTION:** To amend the agenda as requested

- Campos moved
- Glusker second
- Motion carried

**5. ACTION/INFORMATION: Board Meeting Venue Change: Mr. Bob Edwards, CEO**

- Mr. Edwards proposed having the regularly scheduled monthly meetings moved to Town Hall 363 North Main Street in Fort Bragg.
- The benefits being;
  - ✓ Board members can see each other
  - ✓ better venue for speakers to address the Board
  - ✓ better sound system
  - ✓ better timing system
- The cost is \$60.00 per meeting.

**MOTION:** To approve the venue change for the monthly Board meetings; add a discussion item to discuss the venue change at the December meeting

- Bruning moved
- Campos second
- Roll call
  - Ayes: Glusker, Bruning, Miller, Lund, Campos
  - Noes: None
  - Absent: None
  - Abstain: None
- Motion carried

**6. ACTION/INFORMATION: Medical Staff: Dr. John Kermen**

A. Locum Tenens Coverage

1. Robert Waldron, MD –Department of Medicine-Radiology (June 12-24, 2017)

**MOTION:** After careful consideration recommend approval of Locum Tenens coverage for Robert Waldron, MD

- Bruning moved
- Glusker second
- Roll call
  - Ayes: Lund, Campos, Glusker, Bruning, Miller
  - Noes: None
  - Absent: None
  - Abstain: None
- Motion carried

B. Appointments to Medical Staff-Provisional Status

1. William Miller, MD –Department of Medicine-Hospitalist Service & Emergency Department

**MOTION:** After careful consideration recommend approval of Appointment to Medical Staff-Provisional Status for William Miller, MD

- Bruning moved
- Campos second
- Roll call
  - Ayes: Bruning, Lund, Campos, Miller, Glusker
  - Noes: None
  - Absent: None
  - Abstain: None
- Motion carried

C. Appointments to V-Rad Teleradiology Services

1. Jay Donohoo, MD
2. Benjamin Bak, MD

**MOTION:** After careful consideration recommend approval of Appointments to V-Rad Teleradiology Services for Jay Donohoo, MD; Benjamin Bak, MD

- Bruning moved
- Campos second
- Roll call
  - Ayes: Bruning, Miller, Glusker, Campos, Lund
  - Noes: None
  - Absent: None
  - Abstain: None
- Motion carried

7. **ACTION/INFORMATION:** Renewal of Property Insurance Coverage: Mr. Wade Sturgeon, CFO

- Mr. Sturgeon presented the Property Insurance Renewal.
- The renewal is required annually. The current proposal has a year over year savings of \$20,255.81, bringing the Hospital to a 4<sup>th</sup> straight premium reduction year over year.
- Added enhancements include:
  - ✓ Drone
  - ✓ Mold/Fungus
  - ✓ Patients Personal Property
  - ✓ Cyber Coverage

- The Hospital is currently fully insured for earthquake damage up to \$72,566,209, which should cover the total replacement of the facility in the event of a claim. If MCDH were to decide to reduce their coverage to \$25,000,000, they could reduce the premium by \$43,550.40.
- Given the cost reimbursement aspect of the business, the reduction in premium would be closer to 50% of the \$43,550.40.
- Discussion ensued.

**MOTION:** To approve the Renewal of Property Insurance Coverage pending a review by Mr. Ruprecht; for a total annual cost of \$143,049.88

- Bruning moved
- Campos second
- Roll call
  - Ayes: Campos, Glusker, Miller, Bruning, Lund
  - Noes: None
  - Absent: None
  - Abstain: None
- Motion carried

8. **ACTION/INFORMATION:** Renewal of Professional Liability Insurance Coverage: Mr. Wade Sturgeon, CFO

- This is the same coverage as last year.
- The total contribution anticipated for the year is \$510,259.

**MOTION:** To approve Renewal of Professional Liability Insurance Coverage with Beta for an anticipated contribution of \$510,259

- Campos moved
- Miller second
- Roll call
  - Ayes: Miller, Bruning, Lund, Campos, Glusker
  - Noes: None
  - Absent: None
  - Abstain: None
- Motion carried

9. **ACTION/INFORMATION:** Renewal of Workers Compensation Insurance: Mr. Wade Sturgeon, CFO

- Premiums are determined by Payroll value and the Hospital's Experience Modifier (Ex Mod). The Hospital's payroll increased from \$17,406,651 to \$18,866,764. The Ex Mod dropped from 1.61 to 1.38 due to lower than historic claims filed.
- Due to the reduction in claims, the Hospital's premium dropped from \$917,739 to \$844,070. After receiving another discount for timely filing of claims, the Hospital's premium renewal is \$827,189, a reduction from last year of \$87,550.

**MOTION:** To approve the Renewal of Workers Compensation Insurance for a total of \$827,189

- Bruning moved
- Campos second
- Roll call
  - Ayes: Glusker, Bruning, Miller, Lund, Campos
  - Noes: None
  - Absent: None
  - Abstain: None
- Motion carried

10. **ACTION/INFORMATION:** Bond motion: Mr. Wade Sturgeon, CFO
- In order to complete the project to upgrade the current MEDITECH system from MAGIC to 6.16, the Hospital will need to fund a large portion of the upgrade up front. Previously, the Board approved a budget of \$3.5 million with an additional 10% for a total estimated project cost of \$3.85 million. Current estimates, without adding the Clinic or Oncology modules place the project cost at \$4 million.
  - The Hospital is currently able to fund the MEDITECH portion of the upgrade through financing via MEDITECH, but have yet to find a vendor willing to finance the other half of the implementation cost.
  - Mr. Sturgeon feels that the best solution for the Hospital to finance this project would be to go through Cal-Mortgage and issue new Revenue Bonds with a total Net Proceeds not to exceed \$5 million.
  - In order to move forward with this project, the board will have to approve moving forward, which will include a required feasibility study be performed by an outside firm. This is required by Cal-Mortgage and will cost between \$40,000 & \$70,000. When the feasibility study is complete, Mr. Sturgeon will report back to the Board next steps to complete the funding.
- MOTION:** To authorize staff to work on a Cal-Mortgage backed revenue bond package and begin with the Feasibility Study for a total cost of \$40,000 to \$70,000
- Campos moved
  - Bruning second
  - When Mr. Sturgeon receives the results of the Feasibility Study, he will present it to the Finance Committee. The Board discussed the concern over the continuing acquisition of debt.
  - Roll call
    - Ayes: Lund, Campos, Glusker, Bruning, Miller
    - Noes: None
    - Absent: None
    - Abstain: None
  - Motion carried
11. **ACTION/INFORMATION:** Proposed contract between the Hospital District and Medical Information Technology, Inc. (MEDITECH) for a comprehensive Health Care Information System Agreement for the Hospital and its departments and divisions: Mr. Wade Sturgeon, CFO
- Discussion ensued regarding the need for the MEDITECH upgrade.
  - Due to the lack of funding for this project, this item was tabled.
  - No action was taken.
12. **ACTION/INFORMATION:** Proposed contract with “Cloudwave” Company to furnish hardware, infrastructure support etc. in support of the MEDITECH Software to be licensed to the District pursuant to the Proposed Healthcare Information System: Mr. Wade Sturgeon, CFO
- This item was tabled.

**ADJOURN:**

The meeting adjourned at 7:20 pm

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Mr. Steve Lund, President  
Board of Directors

ATTEST:

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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, JUNE 13, 2017**

**1. CALL TO ORDER:**

CLOSED Session of the Board of Directors of the Mendocino Coast Health Care District convened at 6:00 p.m. at 700 River Drive, Fort Bragg, CA 95437: President Steve Lund presiding

**2. ROLL CALL: Campos, Bruning, Miller, Glusker, Lund**

**ABSENT:** None

**3. COMMENTS FROM THE COMMUNITY**

- Community members made comments supporting keep the OB Department open.

**4. CLOSED SESSION:**

1. Mr. Lund stated that Gayl Moon asked to be recused from Closed Session.

***MOTION:*** To recuse Gayl Moon from Closed Session

- Bruning moved
- Miller second
- Roll call
  - Ayes: Bruning, Miller, Campos, Lund, Glusker
  - Noes: None
  - Absent: None
  - Abstain: None
- Motion carried

2. ***Information/Action:*** “Personnel Session with the District’s CFO and Legal Counsel Pertaining to Certain Allegations by the District’s Former Director of Human Resources in her Government Claim Filed with the District pursuant to Government Code §905, et seq. This matter will be held in Closed Session pursuant to the provisions of Government Code §54957(b)(1) [Personnel]; Government Code §54956.9 [Threatened Litigation]; and Evidence Code §950, et seq. [Attorney client Privilege].

**5. RECONVENTION OF OPEN SESSION:**

**6. ROLL CALL: Glusker, Lund, Bruning, Campos, Miller**

**ABSENT:** None

**REPORT OUT OF CLOSED SESSION**

1. ***Information/Action:*** “Personnel Session with the District’s CFO and Legal Counsel Pertaining to Certain Allegations by the District’s Former Director of Human Resources in her Government Claim Filed with the District pursuant to Government Code §905, et seq. This matter will be held in Closed Session pursuant to the provisions of Government Code §54957(b)(1) [Personnel]; Government Code §54956.9 [Threatened Litigation]; and Evidence Code §950, et seq. [Attorney client Privilege].

- After careful deliberation of this matter, including a thorough confidential investigation conducted by an outside independent law firm, the Board of Directors has determined by a 4-1 vote of the members present, to conclude its investigation of this matter and retain the CFO in his present position in accordance with his current contract with the District.

**7. COMMENTS FROM THE COMMUNITY**

- There were no comments from the community.

**8. COMMENTS FROM THE BOARD OF DIRECTORS**

- There were no comments from the Board of Directors

**9. ADJOURN:**

The meeting adjourned at 6:50 p.m.

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Mr. Steve Lund, President  
Board of Directors

ATTEST:

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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, JUNE 15, 2017**

**1. CALL TO ORDER:**

OPEN Session of the Board of Directors of the Mendocino Coast Health Care District convened at 6:00 p.m. at 700 River Drive, Fort Bragg, CA 95437: President Steve Lund presiding

**2. ROLL CALL:** Bruning, Lund, Campos, Miller, Glusker  
ABSENT: None

**3. COMMUNITY COMMENTS:**

Several community members made comments about supporting keeping the OB Department open at the Hospital. Malcom Macdonald spoke on personnel issues at MCDH.

**4. OPEN SESSION:**

**ACTION/INFORMATION:** Review and approval of FY 2017-18 Financial Operations Budget of the Mendocino Coast Health Care District: Mr. Wade Sturgeon, CFO

- Mr. Sturgeon presented the FY 2017-18 Financial Operations Budget

**MOTION:** To approve the FY 2017-18 Financial Operations Budget of the Mendocino Coast Health Care District

- Bruning moved
- Campos second
- Roll call
  - Ayes: Campos, Miller, Bruning, Lund
  - Noes: Glusker
  - Absent: None
  - Abstain: None
- Motion carried

**5. ACTION/INFORMATION:** Review and Approval of 3 year Capital Budget for FYE 2018/2019/2020: Mr. Wade Sturgeon, CFO

- Mr. Sturgeon presented the 3 year Capital Budget for FYE 2018/2019/2020

**MOTION:** To approve the 3 year Capital Budget for FYE 2018/2019/2020

- Campos moved
- Bruning second
- Roll call
  - Ayes: Miller, Bruning, Lund, Campos
  - Noes: Glusker
  - Absent: None
  - Abstain: None
- Motion carried

**6. ADJOURN:**

The meeting adjourned at 7:25 pm

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Mr. Steve Lund, President  
Board of Directors

ATTEST:

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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 TOWN HALL  
363 N. Main St, Fort Bragg, CA  
THURSDAY, JUNE 22, 2017  
MINUTES**

PRESENT: Mr. Lund, Dr. Glusker, Ms. Bruning, Dr. Miller, Dr. Campos

Mr. John Ruprecht, Legal Counsel  
Mr. Bob Edwards, CEO  
Mr. Wade Sturgeon, CFO  
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. Town Hall 363 N. Main Street Fort Bragg, CA 95437, Mr. Steve Lund presiding.

**2. ROLL CALL:**

PRESENT: Dr. Luke Campos, Dr. Peter Glusker, Dr. Kevin Miller, Ms. Kitty Bruning, Mr. Steve Lund  
Board Members

BOARD MEMBERS ABSENT: None

ALSO PRESENT:

Mr. John Ruprecht, Legal Counsel  
Mr. Bob Edwards, Chief Executive Officer  
Mr. Wade Sturgeon, Chief Financial Officer  
Ms. Gayl Moon, Executive Assistant

**3. PUBLIC COMMENTS**

- Malcom Macdonald made comments regarding the Hospital's finances.
- Marianne McGee commented on the financial strategic plan that was proposed by John Allison at a Finance Committee meeting and the extent of Planning Committee & Finance Committee involvement.

Mr. Lund proposed John Allison present the OB Ad Hoc Committee Report first, then extend the public comment period to one (1) hour with speaking time of three (3) minutes per person.

John Allison presented the OB Ad Hoc Committee Report. This report will be put on the Hospital's website.

**4. APPROVAL OF THE CONSENT CALENDAR**

- The Consent Calendar was not approved.

**5. ACTION/INFORMATION: MENDOCINO COAST DISTRICT HOSPITAL OBSTETRICS SERVICES: MR. STEVE LUND**

- Several community members spoke in favor of keeping the OB Department open at Mendocino Coast District Hospital.

**MOTION:** To keep the OB Department open

- Campos moved
- Bruning second  
Board members made comments in favor of keeping the OB Department open as well as the need for a Parcel Tax and community support needed for the Parcel Tax; the need for a financial strategic plan was discussed.

- Dr. Campos amended his motion to include “for a period of at least 3 years provided the Hospital figures out how to continue to support OB Services along with the other functions of the Hospital”

**AMENDED MOTION:** To keep the OB Department open for a period of at least 3 years provided the Hospital figures out how to continue to support OB Services along with the other functions of the Hospital

- Bruning second
- Roll call
  - Ayes: Glusker, Bruning, Miller, Lund, Campos
  - Noes: None
  - Absent: None
  - Abstain: None
- Motion carried

**6. ADJOURN:**

- The meeting adjourned at 7:40 pm

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Peter Glusker, MD, Secretary  
to the  
Board of Directors

Gayl Moon, Secretary  
Board of Directors

**BOARD OF DIRECTORS MEETING  
HOSPITAL REDWOODS ROOM  
THURSDAY, JULY 27, 2017  
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, Steve Lund, Chair presiding

PRESENT: Mr. Lund, Dr. Glusker, Ms. Bruning, Dr. Miller, Dr. Campos

Mr. John Ruprecht, Legal Counsel  
Mr. Bob Edwards, CEO  
Mr. Wade Sturgeon, CFO  
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 6:10 p.m. at Town Hall 363 N Main Street, Fort Bragg, CA Mr. Steve Lund presiding.

**2. ROLL CALL:**

PRESENT: Mr. Steve Lund, Dr. Peter Glusker, Ms. Kathleen Bruning, Dr. Kevin Miller, Dr. Luke Campos  
Board Members

BOARD MEMBERS ABSENT: None

ALSO PRESENT:

Mr. John Ruprecht, Legal Counsel  
Mr. Bob Edwards, Chief Executive Officer  
Mr. Wade Sturgeon, Chief Financial Officer  
Ms. Gayl Moon, Executive Assistant

**3. CLOSED SESSION MATTERS:**

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

1. **INFORMATION/ACTION:** Pursuant to §32155 of the Health and Safety Code June Quality Management and Improvement Council Report
  - The Board unanimously approved the June Quality Management and Improvement Council Report
2. **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.
3. **INFORMATION/ACTION:** Additional Legal Assistance
  - The Board discussed potential legal assistance; directed staff to bring a proposal back to the Board.
4. **INFORMATION/ACTION:** Public Employment: To review and approve Professional Services Agreement for Russell Perry, MD Government Code §54954.5 & 54957

- The Board approved the Professional Services Agreement for Dr. Russell Perry
5. **Information/Action:** Public Employment: To review and approve Professional Services Agreement Dr John Kermen, DO Government Code §54954.5 & 54957
- The Board approved the Professional Services Agreement for Dr. John Kermen, DO

4. **PUBLIC COMMENTS**

- Lucresha Renteria commented on Mendocino Coast Clinic physician/practitioner recruitment.

5. **REVIEW OF THE AGENDA**

- Mr. Lund requested moving agenda item “Request Board Special Meeting to consider Parcel Tax Measure on November 2017 Ballot” to the first item under New Business.

**MOTION:** To move agenda item “Request Board Special Meeting to consider Parcel Tax Measure on November 2017 Ballot” to the first item under New Business

- Glusker moved
- Bruning second
- Roll call
  - Ayes: Glusker, Bruning, Miller, Lund, Camp
  - Noes: None
  - Absent: None
  - Abstain: None
- Motion carried

6. **BOARD COMMENTS**

- There were no Board comments.

7. **ACTION: APPROVAL OF CONSENT CALENDAR: MR. STEVE LUND, PRESIDENT**

1. Minutes: Regular Session, May 25, 2017
2. Minutes: Regular Session, June 22, 2017
3. Minutes: Special Session, June 21, 2017
4. Minutes: Special Session, June 15, 2017
5. Minutes: Special Session, June 13, 2017
6. Approval of Alysoun Huntley Ford Fund Draw for a total of \$840.44
7. **Policy Titles**
  - Employee Family and Medical Leaves
  - Dress, Appearance and Personal Grooming

**MOTION:** To approve the Consent Calendar

- Bruning moved
- Glusker second
- Motion carried

8. **ACTION/INFORMATION: PLANNING COMMITTEE REPORT: DR. KEVIN MILLER**

- Dr. Miller gave the Planning Committee Report:
  - Michael Riemenschneider gave a presentation which covered:
    - ✓ Challenges solutions
    - ✓ Comparison between a Parcel Tax and a GO Bond
    - ✓ The Overall Approach
    - ✓ Planning & Community Outreach



✓ Advocacy Efforts

9. **ACTION/INFORMATION: REQUEST BOARD SPECIAL MEETING TO CONSIDER PARCEL TAX MEASURE ON NOVEMBER 2017 BALLOT: DR. KEVIN MILLER**

- Dr. Miller requested a Special Board Meeting on Monday, July 31 to consider putting a Parcel Tax Measure on the November 2017 Ballot.

**MOTION:** To have a Special Board Meeting on Monday, July 31, 2017 to consider putting a Parcel Tax Measure on November 2017 Ballot

- Bruning moved
- Campos second
- Discussion ensued.
- Roll call
  - Ayes: Miller, Bruning
  - Noes: Lund, Campos, Glusker
  - Absent: None
  - Abstain: None
- Motion did not carry

9. **ACTION/INFORMATION: RENEWAL FOR G. E. MAMMOGRAPHY IMAGING SYSTEM: MR. EMMET O'CONNELL**

- This is a 60-month renewal of Service Contract on G. E. Mammography Imaging System.
- This service is provided by the vendor that provided the system. There is no equally qualified source for this service that is available to the Hospital.
- John Ruprecht, Legal Counsel stated that “this is a very good contract”.

**MOTION:** To approve renewal for G. E. Mammography Imaging System

- Campos moved
- Glusker second
- Roll call
  - Ayes: Bruning, Lund, Campos, Miller, Glusker
  - Noes: None
  - Absent: None
  - Abstain: None
- Motion carried

10. **ACTION/INFORMATION: VITEK CONTRACT: MR. EMMET O'CONNELL**

- The Hospital's current Vitek analyzer is eleven years old. The vendor will no longer support the hard-drive computer storage devices that are on-board this analyzer. The cost of replacing the hard-drives & software (est. \$38,000) and implementing a new service contract on this obsolescent instrument would be less cost effective that up-grading to a new analyzer. This analyzer determines what type of infection a person has, and what antibiotic is needed.
- This is a 60-month Reagent Rental Agreement for the Vitek 2 compact 30 Bacterial Identification and Susceptibility Analyzer.

**MOTION:** To approve the Vitek Contract in the amount of \$285,178.32 over a five (5) year period

- Glusker moved
- Campos second
- Roll call
  - Ayes: Campos, Glusker, Miller, Bruning, Lund

- Noes: None
- Absent: None
- Abstain: None
- Motion carried

**11. ACTION/INFORMATION: CONSIDERATION TO REQUEST A JOINT PLANNING COMMITTEE/BOARD RETREAT TO DEVELOP A PLAN TO ACCOMPLISH THE 2030 SEISMIC BUILDING REQUIREMENTS AND LONG TERM FINANCIAL VIABILITY PLAN: MR. BOB EDWARDS, CEO**

- Steve Lund would like this request to include the Finance Committee in the joint Planning Committee and Board Retreat.
- Mr. Edwards would like to wait until the soil sample results are received before having this joint meeting.
- Discussion ensued.

**MOTION:** To consider a request for a Joint Planning Committee, Finance Committee and Board Retreat to develop a plan to accomplish the 2030 Seismic Building requirements and Long Term Viability Plan

- Campos moved
- Glusker second
- Roll call
  - Ayes: Lund, Campos, Glusker, Bruning, Miller
  - Noes: None
  - Absent: None
  - Abstain: None
- Motion carried

**12. ACTION/INFORMATION AMENDMENT & EXTENSION OF EMCARE PREMIER EMERGENCY PHYSICIAN CONTRACT: MR. WADE STURGEON, CFO**

- Emcare has stated that what MCDH is currently paying for ER physicians is well below market (\$25 per hour lower than the nearest competitor), which makes it difficult for Emcare of staff the Hospital's ER, and the quality of the physicians that were coming was a challenge. Emcare has been absorbing the additional costs to the physicians for several months, and have asked for an increase in the monthly Administrative Fee which is approximately 7% of the revenue which would result in an approximate increase of \$200,000 per year.

**MOTION:** To approve the Amendment & Extension of Emcare Premier Emergency Physician Contract

- Campos moved
- Glusker second
- Discussion ensued.
- Roll call
  - Ayes: Bruning, Lund, Campos, Miller, Glusker
  - Noes: None
  - Absent: None
  - Abstain: None
- Motion carried

**13. ACTION/INFORMATION: BOARD PROTOCOLS: MR. BOB EDWARDS, CEO**

- These protocols state how the Board should behave both individually and collectively when interfacing with the staff and Administration.

- Dr. Glusker suggested using the guidelines recommended by the Joint Commission for Board protocols instead.

**MOTION:** To approve Policy 100.1028 Board Protocols

- Bruning moved
- Campos second
- Roll call
  - Ayes: Bruning, Miller, Campos, Lund
  - Noes: Glusker
  - Absent: None
  - Abstain: None
- Motion carried

**13. INFORMATION: CEO REPORT: MR. BOB EDWARDS, CEO**

- A Special Board meeting may be necessary in order to move the HVAC project along.
- Mr. Edwards introduced Dan Camp, the new Chief of Human Resources Officer.
- The Pharmacy did very well with a Pharmacy Inspection that took place this week.
- Nuclear Medicine will be down until September 11.

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

**A. Temporary Privileges**

1. Hassan Jadid, MD -Department of Medicine-Hospitalist Service (July 19-28, 2017)

**MOTION:** After careful consideration recommend approval of Temporary Privileges for Hassan Jadid, MD

- Glusker moved
- Campos second
- Roll call
  - Ayes: Lund, Campos, Glusker, Bruning, Miller
  - Noes: None
  - Absent: None
  - Abstain: None
- Motion carried

**B. Locum Tenens Coverage**

1. Sherif Wassef, MD -Department of Medicine-Radiology (June 16-24, 2017)

**MOTION:** After careful consideration recommend approval of Locum Tenens Coverage for Sherif Wassef, MD

- Campos moved
- Glusker second
- Roll call
  - Ayes: Glusker, Bruning, Miller, Lund, Campos
  - Noes: None
  - Absent: None
  - Abstain: None
- Motion Carried

**C. Re-Appointments to Medical Staff**

1. Tareg Ali, MD -Department of Medicine-Emergency Medicine
2. Michael Azarkh, MD -Department of Medicine-Hospitalist
3. Arvind Behl, MD -Department of Medicine-Hospitalist
4. Debra Bowker, MD -Department of Medicine-Emergency Medicine
5. Darby Clayson, MD -Department of Medicine-Hospitalist

6. Christine Eisele, MD –Department of Medicine-Emergency Medicine
7. Mandaar Gokhale, MD –Department of Medicine-Emergency Medicine
8. Timothy Hockenberry, MD –Department of Medicine-Hospitalist
9. David Irvine, MD –Department of Medicine-Emergency Medicine
10. Barbara Kilian, MD – Department of Medicine-Emergency Medicine
11. Juliet LaMers, MD –Department of Medicine-Emergency Medicine
12. Richard Leach, MD –Department of Medicine-Emergency Medicine
13. Irais Leon, MD –Department of Medicine-Emergency Medicine
14. Robin Serrahn, MD –Department of Medicine-Emergency Medicine
15. Buongkhong (David) Vansomphone, MD –Department of Medicine-Hospitalist
16. Camelia Wogu, MD –Department of Medicine-Hospitalist

**MOTION:** After careful consideration recommend approval of Re-Appointments to Medical Staff for Tareg Ali, MD: Michael Azarkh, MD: Arvind Behl, MD: Debra Bowker, MD: Darby Clayson, MD: Christine Eisele, MD: Mandaar Gokhale, MD: Timothy Hockenberry, MD: David Irvine, MD: Barbar Kilian, MD: Juliet LaMers, MD: Richard Leach, MD: Irais Leon, MD: Robin Serrahn, MD: Buongkhong (David) Vansomphone, MD: Camelia Wogu, MD

- Campos moved
- Bruning second
- Roll call
  - Ayes: Bruning, Miller, Glusker, Campos, Lund
  - Absent: None
  - Abstain: None
- Motion carried

D. Appointment to Medical Staff –Provisional Status

1. Hassan Jadid, MD –Department of Medicine-Hospitalist Service

**MOTION:** After careful consideration recommend approval for Appointment to Medical Staff –Provisional Status for Hassan Jadid, MD

- Bruning moved
- Campos second
- Roll call
  - Ayes: Miller, Bruning, Lund, Campos, Glusker
  - Noes: None
  - Absent: None
  - Abstain: None
- Motion carried

15. **INFORMATION: ASSOCIATION AND COMMUNITY SERVICE REPORTS**

- There were no reports.

16. **ACTION/INFORMATION: STATISTICAL/FINANCE REPORT, JUNE 2017: MR. WADE STURGEON, CFO**

**June Highlights:**

- Net Income from Operations was a loss of (\$310,799)
  - YTD Loss from Operations (\$525,469)
- Net Income from All Sources was a loss of (\$274,612)
  - YTD Income from All Sources \$401,027
- Bond Covenants as reported on the Executive Summary are all within requirements
  - Debt Service Coverage Ratio is within covenant at 1.69
  - Current Ratio is within covenant at 1.30
  - Days Cash On Hand is within the covenant at 47.03

**MOTION:** To approve the Finance and Statistical Report for June 2017

- Campos moved
- Bruning second
- Roll call
  - Ayes: Lund, Campos, Glusker, Bruning, Miller
  - Noes: None
  - Absent: None
  - Abstain: None
- Motion carried

**20. PUBLIC COMMENTS:**

- Several community members commented on issues/concerns with the Hospital.

**21. ADJOURN:**

- The meeting adjourned at 8:15 pm

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Peter Glusker, MD, Secretary  
Board of Directors

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Gayl Moon, Secretary to the  
Board of Directors

**BOARD OF DIRECTORS MEETING  
HOSPITAL REDWOODS ROOM  
THURSDAY, AUGUST 31, 2017  
MINUTES**

The Board of Directors of the Mendocino Coast Health Care District met in CLOSED session at 4:00 pm in the Hospital Redwoods Room, Steve Lund, Chair presiding

PRESENT: Mr. Lund, Dr. Glusker, Ms. Bruning, Dr. Miller, Dr. Campos (Dr. Campos arrived at 4:20 pm)

Mr. John Ruprecht, Legal Counsel  
Mr. Bob Edwards, CEO  
Mr. Wade Sturgeon, CFO  
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. Steve Lund presiding.

**2. ROLL CALL:**

PRESENT: Mr. Steve Lund, Dr. Peter Glusker, Ms. Kathleen Bruning, Dr. Kevin Miller, Dr. Luke Campos  
Board Members

BOARD MEMBERS ABSENT: None

ALSO PRESENT:

Mr. John Ruprecht, Legal Counsel  
Mr. Bob Edwards, Chief Executive Officer  
Mr. Wade Sturgeon, Chief Financial Officer  
Ms. Gayl Moon, Executive Assistant

**3. CLOSED SESSION MATTERS:**

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

1. **INFORMATION/ACTION:** Pursuant to §32155 of the Health and Safety Code July Quality Management and Improvement Council Report
  - The Board unanimously approved the July Quality Management and Improvement Council Report
2. **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.
3. **INFORMATION/ACTION:** Contract with Zoe Berna, M.D., for services to become the North Coast Family Health Center's Electronic Health Records Physician Specialist. Government Code §54,957
  - The Board approved the contract with Zoe Berna, MD.
4. **INFORMATION/ACTION:** Contract with the law firm of Merrill, Arnone and Jones, LLP, for additional Hospital District Legal Services. Government Code §54,957

- The Board approved the contract with Merrill Arnone and Jones, LLP
5. **Information/Action:** Revised employment contract with the District's Chief Financial Officer, Wade Sturgeon. Government Code §54,957
    - This item was postponed until September
  6. **Information/Action:** Options to retain P. K. Reddy, M.D., Orthopedic Surgeon, as a physician with the Hospital District either by a new independent contractor's agreement or a direct district employment agreement with the District as now allowed by Assembly Bill 2024, effective January 1, 2017. Government Code §54,957.
    - No action was taken.
  7. **Information/Action:** Claim of Safeway/Albertson's for alleged refund of 340B Pharmacy Program payments. Government Code §54,956.9(c)(2)
    - This item was discussed with staff and legal counsel.
  8. **Information/Action:** Claim of Margaret R. DeMarinis through her attorney Parveen Tumber. Government Code §54,956.9(c)(2)
    - This item will be addressed when Closed Session reconvenes after Open Session.
  9. **Information/Action:** Public Employment: To review and approve Professional Services Agreement for Dr. Linda James Government Code §54954.5 & 54957
    - The Board approved the contract for Dr. Linda James
  10. **Information/Action:** Public Employment: To review and approve Professional Services Agreement for Dr. Jack Bellah Government Code §54954.5 & 54957
    - The Board approved the contract for Dr. Jack Bellah
4. **PUBLIC COMMENTS**
    - Several community members spoke of issues regarding MCDH.
  5. **REVIEW OF THE AGENDA**
    - Mr. Lund requested moving "Current status of OR HVAC Project" and the Plant Services Report as the first items under New Business.
  6. **BOARD COMMENTS**
    - Mr. Lund and Mr. Edwards will attend a meeting on Sept. 7 at Mendocino Coast Clinics with the Friends of the Hospital.
    - Hope to get students from the College of the Redwoods to come to work for MCDH.
  7. **ACTION: APPROVAL OF CONSENT CALENDAR: MR. STEVE LUND, PRESIDENT**
    1. Minutes: Regular Session, July 27, 2017
    2. Approval of Alysoun Huntley Ford Fund Draw 3 patients for a total of \$320.83

**MOTION:** To approve the Consent Calendar

    - Campos moved
    - Bruning second
    - Roll call
      - Ayes: Miller, Bruning, Lund, Campos, Glusker
      - Noes: None
      - Absent: None
      - Abstain: None

- Motion carried

**8. ACTION/INFORMATION: CURRENT STATUS OF OR HVAC PROJECT (Operating Room, Heating, Ventilation and Air Conditioning) & PLANNING COMMITTEE REPORT: MR. STEVE KOBERT**

- Mr. Kobert reported the following:
  - **Nurse Call**
    - ✓ The final inspection was completed on July 3, 2017; however it may not be closed out until the new “Change of Use” project is approved by OSHPD.
  - **Telemetry**
    - ✓ OSHPD Project Plan Approval was received on August 22, 2017
    - ✓ OSHPD Building Permit was issued on August 29, 2017
    - ✓ Final Budget schedule being completed now to include all project and OSHPD-required changes
    - ✓ Mr. Kobert reviewed the timeline
  - **ATS Replacement**
    - ✓ OSHPD has approved the plans and specifications for the project
    - ✓ Plan approval from OSHPD starts a 12-month time period within which construction must be started
    - ✓ Application for Building Permit has been submitted to OSHPD
    - ✓ Preparation of Bid Documents is the next step in the process, followed by submission of the same to the Board for review and approval
  - **Central Sterile Project:**
    - ✓ Design development of the sterilization/disinfection equipment information provided by the Steris Corporation into the plans and specifications is ongoing. Researching how to incorporate Building Code required HVAC changes to best supply new air flow, humidity, and air pressure relationships to the area.
  - **OR HVAC Equipment**
    - ✓ Current estimated time to completion: 12 months from completion of bid documents
    - ✓ MCDH Project Management/Maintenance staff has implemented the first phase of work to clear the site and prepare for the installation of the new concrete equipment pad that will be installed immediately adjacent to the Operating Rooms (external to the hospital). Per the written direction of OSHPD, this work must be started by 8/31/17, and thus will be completed by MCDH personnel (per the requirements of California Code) while the bid documentation is simultaneously completed for approval by the Board.
  - **Change of Use Project**
    - ✓ Project will be composed of two phases:
      - ❖ Phase 1: Scoping Study to assess existing conditions throughout the facility
      - ❖ Phase 2: Implementation of desired change of use project(s) per strategic plan
    - ✓ A proposal has been received from the A&E Team, and is being reviewed at this time
  - **GeoTechnical Investigation Project**
    - ✓ The MCDH project team has received a proposal to perform this work and is working with the CEO to move forward with the project as is within the CEO spending limits.



➤ **Parking Lot Project:**

- ✓ An assessment of the parking lots throughout the MCDH campus is currently ongoing. An analysis of different types of treatment, including coatings and toppings, are being evaluated to determine how this parking lot issues can best be addressed. A recommendation will be provided to Administration in the very near future.

**9. ACTION/INFORMATION: SEPTEMBER 23, 2017 BOARD/PLANNING/FINANCE RETREAT: MR. STEVE LUND, CHAIR**

- A Board/Finance/Planning Retreat is scheduled to take place on Saturday, September 23 from 9:00 am to 1:00 pm at Our Lady of Good Counsel Church 255 S. Harold Street, Fort Bragg. This retreat will be a working session to discuss MCDH issues including the 2030 retrofit for the Hospital.

**9. ACTION/INFORMATION: M-MODAL FOR MEDICAL TRANSCRIPTION SERVICES: MR. WADE STURGEON, CFO**

- In July the Hospital's transcription service provider was attacked by a ransom ware. This situation exposed several flaws in the current systems that have been in place for many years.
- Immediately after the Nuance incident occurred, M-Modal was able to assist the Hospital with getting a process back in place quickly so they had a bridge for transcription services.
- This contact with M-Modal is for a standard 5 year term with no implementation costs, no minimum transcription requirement and no penalty for transitioning to their voice recognition platform. This agreement will save the Hospital between \$25,000 and \$50,000 annually compared to their current agreement.
- There will be a 2 to 3 month implementation process upon approval of this long term agreement before the transcription services are back to an even par of where they were prior to the incident.
- Mr. Ruprecht stated that the contract has no provision for early termination. He would like wording to the effect, that if it doesn't work out with M-Model, the contract can be terminated for cause.

**MOTION:** To approve the contract with M-Modal for Medical Transcription Services with the provision to be added that the contract can be terminated for cause

- Bruning moved
- Miller second
- Roll call
  - Ayes: Bruning, Lund, Campos, Miller, Glusker
  - Noes: None
  - Absent: None
  - Abstain: None
- Motion carried

**10. ACTION/INFORMATION: CONTRACT WITH GENERAL ELECTRIC HEALTHCARE FOR REFURBISHED OEC – EXPANDED SURGICAL PLATFORM MOBILE C-ARM AND ANCILLARY EQUIPMENT: MR. WADE STURGEON, CFO**

- This will replace the C-Arm Fluoroscopy system for the Diagnostic Imaging Department. The OEC 9800 Plus Digital Mobile Standard C-arm ESP from General Electric Healthcare is a mobile system which creates real-time X-Ray images for surgical procedures on joints, pain treatment injections and surgery on other larger sites on the body. The system is utilized frequently by the Hospital's surgeons for

confirmation of correct placement of catheters, implants and other internal medical devices.

- The existing system is 20 years old, obsolete and parts are very difficult to locate.
- This item is on the FYE 2018 approved Capital Budget at an estimated cost of \$190,000 and will be paid for out of Operating Cash on hand.
- The OEC 9800 Plus Digital Mobile Standard C-arm ESP cost will be \$114,584 plus applicable tax and shipping.

***MOTION:*** To approve the General Electric Healthcare for Refurbished OEC – Expanded Surgical Platform Mobile C-Arm and Ancillary Equipment in the amount of \$114,584 plus applicable tax and shipping

- Bruning moved
- Campos second
- Discussion ensued.
- Roll call
  - Ayes: Bruning, Miller, Campos, Lund
  - Noes: Glusker
  - Absent: None
  - Abstain: None
- Motion carried

**11. ACTION/INFORMATION: STRYKER, VIDEO CAMERA TOWER FOR FIBEROPTIC CAMERA SYSTEM (laparoscope): MR. BOB EDWARDS, CEO/MR. WADE STURGEON, CFO**

- This is a lease, with the option to purchase at the end of the lease for a Surgery Department camera system to perform minimally invasive surgery cases.
- The existing equipment in the OR, that is owned by MCDH needs updating and is a part of the Capital Equipment for 2017-2018. For the past 2 years Stryker has delivered to MCDH several pieces of Tower equipment, that has been on loan from Stryker to keep the Tower functioning.
- The equipment has a total financed amount of \$466,863.05. A \$32,289.70 amount is due upfront (Sales Tax). The lease period is for 60 months at a zero percent lease rate at which time it can be purchased for \$1.00.
- Discussion ensued.

***MOTION:*** To approve the Stryker Video Camera Tower for Fiberoptic Camera System (laparoscope) pending Mr. Ruprecht's review of the service agreement

- Bruning moved
- Campos second
- Roll call
  - Ayes: Lund, Campos, Bruning, Miller
  - Noes: Glusker
  - Absent: None
  - Abstain: None
- Motion carried

**12. ACTION/INFORMATION: PACS SYSTEM: MR. WADE STURGEON, CFO**

- This is a proposal to replace the PACS (Picture Archiving and Communication System) for the Radiology & Cardiology departments. The system stores & displays X-Ray images and images from other modalities. The system stores and displays X-Ray images and images from other modalities. The system is utilized daily & frequently by Radiologists and the

Cardiology Department Medical Director to provide diagnostic reports and confirmation of correct placement of catheters and other internal devices.

- The current system has only 100 days of estimated storage left on system hard-drives. The current vendor (CareStream) will not support repair or replacement of current system components.
- This upgrade PACS will provide support for newer image file formats, and provide a more robust integration with Meditech 6.1x.
- This agreement is written as an Operating Lease that included maintenance of both software and hardware over the contract period. The cost to install this system is \$131,036 with annual service fees beginning after year one (1) to maintain the system in the amount of \$39,632 for four (4) years. The total cost of the system is \$329,564 over five (5) years.
- Mr. Sturgeon recommended approval of the purchase of the Novarad PACS pending legal review and approval not to exceed the five (5) year cost of \$329,564.

**MOTION:** To approve the Novarad PACS Operating Lease pending legal review and approval by Mr. Ruprecht and Mr. Sturgeon not to exceed \$329,564

- Glusker moved
- Bruning second
- Roll call
  - Ayes: Glusker, Bruning, Miller, Lund, Campos
  - Noes: None
  - Absent: None
  - Abstain: None
- Motion carried

**13. ACTION/INFORMATION: PLANNING COMMITTEE CHAIR: MR. STEVE LUND, CHAIR**

- Mr. Lund is now the Planning Committee Chair with Dr. Miller being a Planning Committee Member. Mr. Lund thanked Dr. Miller for the work he did as chairperson to the Planning Committee.
- Steve Kobert gave a Plant Facility Update.
- Relines recommended by the Joint Commission for Board protocols instead.
- Mr. Lund sent letters to Mike Dell'Ara and James Katzell thanking them for their years of serving on the Planning Committee.
- The Planning Committee approved adding additional members: Rob Scott, John Allison & Carol White.

**MOTION:** To appoint Rob Scott, Carol White & John Allison to the Planning Committee

- Bruning moved
- Glusker second
- Roll call
  - Ayes: Miller, Bruning, Lund, Campos, Glusker
  - Noes: None
  - Absent: None
  - Abstain: None
- Motion carried

**13. INFORMATION: CEO REPORT: MR. BOB EDWARDS, CEO**

- Mr. Edwards introduced Lynn Finley as the new Chief Nursing Officer.
- The Locums OB coverage will be provided by the Hospital until the Mendocino Clinic is able to find a second OB/GYN.

- The Joint Commission came to the Hospital last week there were no findings of patient harm or no critical events. There was a moderate event regarding nurse competency check list process. A culture safety survey does need to be conducted.
- A position for an Analyst will be posted, and along with software recently purchased will be able to provide information on Product lines.
- The Hospital has been challenged trying to find an Electronic Health Record that can move the Hospital into the future. Meditech offers in house financing; however other parts of the system are very expensive; the Hospital could not move forward with this as they could not locate financing. The Hospital is looking into leasing a Cerner product.
- Part of the Partnership Health Plan Quality Bonus contained 2 parameters last year, but this year they are looking into admissions, and are also looking at a palliative care program, and hope to implement that over the next year. The California Hospital Patient Safety Organization Participation. GI Training option.

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

**A. Temporary Privileges**

1. Eleanor Oakley, MD –Department of Medicine-Emergency Medicine (Aug 30-31, 2017)
2. Sandeep Pandov, MD – Department of Medicine-Hospitalist Service (Aug 23-31, 2017)
3. Robert Pollard, MD – Department of Medicine-Emergency Medicine (Aug 20, 2017)
4. Susan Sims, FNP – Department of Medicine-Allied Health Professional-NCFHC (Aug 1-Oct 31, 2017)

***MOTION:*** After careful consideration recommend approval of Temporary Privileges for Eleanor Oakley, MD: Sandeep Pandov, MD: Robert Pollard, MD: Susan Sims, FNP

- Bruning moved
- Campos second
- Roll call
  - Ayes: Bruning, Miller, Glusker, Campos, Lund
  - Noes: None
  - Absent: None
  - Abstain: None
- Motion carried

**B. Locum Tenens Coverage**

1. Ragu Nathan, MD –Department of Medicine-Radiology (Aug 14-20, 2017)

***MOTION:*** After careful consideration recommend approval of Locum Tenens Coverage for Ragu Nathan, MD

- Bruning moved
- Campos second
- Roll call
  - Ayes: Campos, Glusker, Miller, Bruning, Lund
  - Noes: None
  - Absent: None
  - Abstain: None
- Motion Carried

**C. Release from Provisional Status & Proctoring/Advance to Active Status**

1. Zoe Berna, MD –Department of Medicine-NCFHC

***MOTION:*** After careful consideration recommend approval of Release from Provisional Status & Proctoring/Advance to Active Status for Zoe Berna, MD

- Bruning moved

- Campos second
- Roll call
  - Ayes: Lund, Campos, Glusker, Bruning, Miller
  - Absent: None
  - Abstain: None
- Motion carried

D. Appointment to Medical Staff –Provisional Status

1. Eleanor Oakley, MD –Department of Medicine-Emergency Medicine
2. Sandeep Pandov, MD –Department of Medicine-Hospitalist Service
3. Robert Pollard, MD –Department of Medicine-Emergency Medicine

**MOTION:** After careful consideration recommend approval for Appointment to Medical Staff –Provisional Status for Eleanor Oakley, MD: Sandeep Pandov, MD: Robert Pollard, MD

- Bruning moved
- Campos second
- Roll call
  - Ayes: Glusker, Bruning, Miller, Lund, Campos
  - Noes: None
  - Absent: None
  - Abstain: None
- Motion carried

E. Appointment of V-Rad Teleradiology Physicians

1. Benjamin Bak, MD
2. Paul Cayea, MD
3. Melanie Chang, MD
4. Jay Donahoo, MD
5. Viken Manjikian, MD
6. Robert Miller, MD
7. Kathryn Zamora, MD

**MOTION:** After careful consideration recommend approval of Appointment of V-Rad Teleradiology Physicians Benjamin Bak, MD: Paul Cayea, MD: Melanie Chang, MD: Jay Donahoo, MD: Viken Manjikian, MD: Robert Miller, MD: Kathryn Zamora, MD

- Bruning moved
- Campos second
- Roll call
  - Ayes: Miller, Bruning, Lund, Campos, Glusker
  - Noes: None
  - Absent: None
  - Abstain: None
- Motion carried

15. **ACTION/INFORMATION: CHIEF NURSING OFFICER REPORT: MS. LYNN FINLEY**

- Bar Code Medication Scanning: Training was provided to the inpatient nursing staff (Medical-Surgical, Intensive Care and OB) July 5, 2017 and the Hospital went live July 18<sup>th</sup>. They had a goal of hitting a 75% compliance rate by the end of August. As of August 22, 2017 they had a scan rate of 78% with an RN compliance rate of 86% excluding known issues. CIS and Pharmacy are working together to solve the known issues so they can increase their successful scanning outcomes and provide safer

medication administration to their patients.

**16. ACTION/INFORMATION: PLANT SERVICES REPORT: MR. STEVE KOBERT**

- This report was given earlier in the meeting.

**17. ACTION/INFORMATION: PLANNING COMMITTEE REPORT: MR. STEVE LUND, CHAIR**

- This report was given earlier in the meeting.

**18. INFORMATION: ASSOCIATION AND COMMUNITY SERVICE REPORTS**

- There were no reports.

**19. ACTION/INFORMATION: STATISTICAL/FINANCE REPORT, JUNE 2017: MR. WADE STURGEON, CFO**

**July Highlights:**

- **Net Income from Operations was a loss of (\$250,039)**
  - o YTD Loss from Operations (\$250,039)
- Net Income from All Sources was a loss of (\$214,632)
  - o YTD Income from All Sources (\$214,632)
- Bond Covenants as reported on the Executive Summary are all within requirements
  - o Debt Service Coverage Ratio is within covenant at 1.39
  - o Current Ratio is within covenant at 1.15
  - o Days Cash On Hand is within the covenant at 48.80
- Discussion ensued.

**MOTION: To approve the Finance and Statistical Report for July 2017**

- Campos moved
- Bruning second
- Roll call
  - Ayes: Campos, Glusker, Miller, Bruning, Lund
  - Noes: None
  - Absent: None
  - Abstain: None
- Motion carried

**20. PUBLIC COMMENTS:**

- Several community members commented on issues/concerns with the Hospital.

**21. ADJOURN:**

- Open Session adjourned at 8:05 pm

Reconvened Closed Session at 8:15 pm

A. Reporting out of Closed Session

**1. ACTION/INFORMATION: Claim of Margaret DeMarinis**

- The Board received a report from legal counsel regarding the claim of Margaret R. DeMarinis.
- The Board gave counsel additional direction.
- No action was taken.

Meeting adjourned at 8:25 pm

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Peter Glusker, MD, Secretary  
Board of Directors

Gayl Moon, Secretary to the  
Board of Directors

**BOARD OF DIRECTORS MEETING  
HOSPITAL REDWOODS ROOM  
THURSDAY, SEPTEMBER 28, 2017  
MINUTES**

The Board of Directors of the Mendocino Coast Health Care District met in CLOSED session at 4:30 pm Town Hall 363 N. Main St. Fort Bragg, CA 95437, Steve Lund, Chair presiding

PRESENT: Mr. Lund, Dr. Glusker, Ms. Bruning, Dr. Miller, Dr. Campos,

Mr. John Ruprecht, Legal Counsel

Mr. Bob Edwards, CEO

Mr. Wade Sturgeon, CFO

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. Town Hall 363 N. Main St. Fort Bragg, CA 95437, Steve Lund, Chair presiding

**2. ROLL CALL:**

PRESENT: Mr. Steve Lund, Dr. Peter Glusker, Ms. Kathleen Bruning, Dr. Kevin Miller, Dr. Luke Campos  
Board Members

BOARD MEMBERS ABSENT: None

ALSO PRESENT:

Mr. John Ruprecht, Legal Counsel

Mr. Bob Edwards, Chief Executive Officer

Mr. Wade Sturgeon, Chief Financial Officer

Ms. Gayl Moon, Executive Assistant

**3. CLOSED SESSION MATTERS:**

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

1. **INFORMATION/ACTION:** Pursuant to §32155 of the Health and Safety Code August Quality Management and Improvement Council Report
  - The Board approved the August Quality Management and Improvement Council Report
2. **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.
3. **INFORMATION/ACTION:** Public Employment: To review and approve Professional Services Agreement Addendum for Dr. Michael Sandys Government Code §54954.5 & 54957
  - The Board approved the contract with the Professional Services Agreement Addendum for Dr. Michael Sandys



4. **INFORMATION/ACTION:** Discussion and consideration of acceptance of termination of Dr. Praveen Reddy's contract effective October 31, 2017. Government Code §54957
  - The Board accepted Dr. Reddy's resignation effective October 31, 2017.
5. **Information/Action:** Consideration of personnel complaint by Susan Nella. Government Code §54957
  - No action was taken.

#### 4. **PUBLIC COMMENTS**

- Rich Jung of the Ambulance Fund presented a check in the amount of \$35,000 to the Michelle Roberts, CEO of the Foundation. The funds to go toward the purchase of a new ambulance.
- The Friends of the Hospital read a letter with five (5) suggestions to the Board regarding the possible Parcel Tax.
- Community members spoke on matters regarding MCDH.

#### 5. **REVIEW OF THE AGENDA**

- There were no changes to the agenda.

#### 6. **BOARD COMMENTS**

- Mr. Lund thanked the community members for their support and interest in helping the Hospital go forward.
- Mr. Lund stated that the purpose of the September 23<sup>rd</sup> Board/Finance/Planning Retreat was to be an initial effort to ensure that the Planning Committee, the Finance Committee and the Board are all on the same page regarding the technical information, challenges the Hospital is facing and what some of the options might be. Many more community sessions will take place.
- Board Meeting venue will be put on the October agenda.

#### 7. **ACTION: APPROVAL OF CONSENT CALENDAR: MR. STEVE LUND, PRESIDENT**

1. Minutes: Regular Session, August 31, 2017

##### 2. ***Policy Titles***

- Educational Assistance –Bargaining Unit Employees
- Personal Time Off (PTO)-Bargaining Unit and Non-Bargaining Unit Employees
- Holidays –Non-Bargaining Unit Employees
- Holidays –Bargaining Unit Employees
- Work Status Classification –Bargaining Unit Employees
- Work Status Classification –Non-Bargaining Unit Employees

**MOTION:** To approve the Consent Calendar

- Bruning moved
- Campos second
- Roll call
  - Ayes: Lund, Campos, Glusker, Bruning, Miller
  - Noes: None
  - Absent: None
  - Abstain: None
- Motion carried

#### 8. **ACTION/INFORMATION: BOARD/FINANCE/PLANNING MEETING SEPTEMBER 23, 2017 REPORT: MR. STEVE LUND, CHAIR**

- Mr. Lund thanked everyone involved in putting together the September 23<sup>rd</sup>

Board/Finance/Planning Retreat and thanked the community for attending on a Saturday.

**9. ACTION/INFORMATION: APPROVAL OF NEW FINANCE COMMITTEE MEMBER CHANDRA BLENCOWE: MR. STEVE LUND, CHAIR**

- Chandra Blencowe would like to join the Finance Committee.
- The Finance Committee would like to meet her before appointing her, and would also like to know when she will be available to formally start attending the meetings.

**10. ACTION/INFORMATION: PACS SYSTEM: MR. WADE STURGEON, CFO/MR. JOHN RUPRECHT, LEGAL COUNSEL**

- This item was tabled.

**11. INFORMATION: CEO REPORT: MR. BOB EDWARDS, CEO**

- Mr. Edwards thanked everyone for their efforts and attendance of the September 23<sup>rd</sup> Retreat.
- Dr. Danhash, a family practice physician will join NCFHC on October 9<sup>th</sup>.
- Proposition B will be on the November ballot, and would be good for both the Hospital patients and staff.
- Mr. Sturgeon continues to look into financing for the Medi Tech Electronic Health Record. The Hospital is also looking into leasing Cerner Electronic Health Record system.
- The Hospital will have a PR/Marketing staff member in house beginning next week.
- The Hospital's scorecard has been presented on two (2) different objectives to be reached through Partnership Health Plan over the last year.
  - (1) to reduce all cause 30 day admission rate
  - (2) to have eTars (electronic treatment authorization requests) for transportationThe Hospital scored 100% on both of these objectives. This will help add approximately \$500,000 annually to the bottom line.

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

- Dr. Kermen stated after careful review by the Credentials Committee as well as the Medical Executive Committee, the only names to be brought forward tonight for approval are: Dr. Maher Danhash for Appointment to Medical Staff-Provisional Status, and Re-Appointment of Michael Cooney, MD
- Dr. Kermen thanked Robin Modder for her many years of service in the Surgical Department.

**A. Locum Tenens Coverage**

1. Kalamani Dharma, MD –Department of Surgery-Obstetrics-Gynecology  
(October 6-December 31, 2017)  
Kalamani Dharma, MD will not be approved.

**B. Appointment to Medical Staff-Provisional Status**

1. Maher Danhash, MD –Department of Mendocino-Family Practice-North Coast
  2. Daniel Jardini, MD –Department of Medicine-Hospitalist Service
  3. Sherwin Valadkhani, MD – Department of Mendocino-Hospitalist Service
- Daniel Jardini, MD, and Sherwin Valadkhani, MD will not be approved.

**MOTION:** After careful consideration recommend approval to Medical Staff-Provisional States of Maher Danhash, MD

- Bruning moved
- Campos second

- Roll call
  - Ayes: Miller, Bruning, Lund, Campos, Glusker
  - Noes: None
  - Absent: None
  - Abstain: None
- Motion Carried

C. Re-Appointment of V-Rad Teleradiology Physician

1. Michael Cooney, MD

***MOTION:*** After careful consideration recommend approval of Re-Appointment of V-Rad Teleradiology Physician Michael Cooney, MD

- Bruning moved
- Campos second
- Roll call
  - Ayes: Bruning, Lund, Campos, Miller, Glusker
  - Absent: None
  - Abstain: None
- Motion carried

15. ***ACTION/INFORMATION:* CHIEF NURSING OFFICER REPORT: MS. LYNN FINLEY**

- Refer to the attached report.

16. ***ACTION/INFORMATION:* JPA REPORT: MR. STEVE LUND, CHAIR**

- The JPA continues as a conduit issuer. Some of the proceeds to fund the budget of the JPA.

17. ***INFORMATION:* ASSOCIATION AND COMMUNITY SERVICE REPORTS**

- There were no reports.

18. ***ACTION/INFORMATION:* STATISTICAL/FINANCE REPORT, AUGUST 2017: MR. WADE STURGEON, CFO**

August Highlights:

- Net Income from Operations was an increase of \$257,464
  - o YTD Income from Operations \$7,425
- Net Income from All Sources was an income of \$288,480
  - o YTD Income from All Sources \$73,848
- Bond Covenants as reported on the Executive Summary are all within requirements
  - o Debt Service Coverage Ratio is within covenant at 1.35
  - o Current Ratio is within covenant at 1.19
  - o Days Cash On Hand is within the covenant at 43.44
- Junice Wilson a presentation of Home Health & Hospice.

***MOTION:*** To approve the Finance and Statistical Report for August 2017

- Bruning moved
- Campos second
- Roll call
  - Ayes: Campos, Glusker, Miller, Bruning, Lund
  - Noes: None
  - Absent: None
  - Abstain: None
- Motion carried

**20. PUBLIC COMMENTS:**

- A community member commented on a concern with the OB Department coverage.

**21. ADJOURN:**

- Meeting adjourned at 7:00 pm

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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  
THURSDAY, OCTOBER 12, 2017**

**1. CALL TO ORDER:**

OPEN 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: Dr. Peter Glusker presiding in the absence of Steve Lund

**2. ROLL CALL:** Campos, Glusker, Miller  
ABSENT: Lund, Bruning

**3. OPEN SESSION:**

**4. ACTION/INFORMATION:** Approval of LAIF Draw Request for Payment of IGT's and Approval of Resolution 2017-2: Mr. Wade Sturgeon, CFO

- This request is for \$1,000,000.00 to help cover operations until IGT funds are received.

**MOTION:** To approve the LAIF Draw Request for \$1,000,000.00

- Miller moved
- Campos second
- Roll call
  - Ayes: Miller, Campos, Glusker
  - Noes: None
  - Absent: Bruning, Lund
  - Abstain: None
- Motion carried

**5. ACTION/INFORMATION:** Approval of Audit Report for FYE 2016/2017: Mr. Wade Sturgeon, CFO

- Mr. Luke Zarecor with DZA & Associates presented the Audit Report for FYE 2016/2017

**MOTION:** To approve the Audit Report for FYE 2016/2017

- Campos moved
- Miller second
- Dr. Glusker stated he would like to add an amendment: he feels the Board should accept it with the request that management provide discussion and analysis
- Glusker moved
- Motion died for lack of a second
- Roll call
  - Ayes: Miller, Glusker with objections, Campos
  - Noes: None
  - Absent: Lund, Bruning
  - Abstain: None
- Motion carried

**6. Comments from the Board of Directors.**

**7. Comments from the Community.**

**8. ADJOURN:**

The meeting adjourned at 6:45 pm

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Dr. Peter Glusker, Secretary, acting as Board President  
Board of Directors

ATTEST:

\_\_\_\_\_  
Dr. Luke Campos, Treasurer, acting as Board Secretary  
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, OCTOBER 26, 2017  
MINUTES**

The Board of Directors of the Mendocino Coast Health Care District met in CLOSED session at 4:00 pm in the Redwoods Room, Steve Lund, Chair presiding

PRESENT: Mr. Lund, Dr. Glusker (telephonically), Ms. Bruning, Dr. Miller, Dr. Campos (Dr. Campos arrived at 4:30 pm)

Mr. John Ruprecht, Legal Counsel  
Mr. Bob Edwards, CEO  
Mr. Wade Sturgeon, CFO  
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, Steve Lund, Chair presiding

**2. ROLL CALL:**

PRESENT: Mr. Steve Lund, Dr. Peter Glusker (telephonically), Ms. Kathleen Bruning, Dr. Kevin Miller, Dr. Luke Campos  
Board Members

BOARD MEMBERS ABSENT: None

ALSO PRESENT:

Mr. John Ruprecht, Legal Counsel  
Mr. Bob Edwards, Chief Executive Officer  
Mr. Wade Sturgeon, Chief Financial Officer  
Ms. Gayl Moon, Executive Assistant

**3. CLOSED SESSION MATTERS:**

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

1. **INFORMATION/ACTION:** Conference with legal counsel regarding the Operating Room HVAC Project, Memorandum from the Medical Executive Committee (MEC) pertaining thereto. Evidence Code §1157; Government Code §54956.9.
  - Conferenced with legal counsel regarding the Operating Room HVAC Project as well as the temporary automatic transfer switch (ATS) project. The Board gave direction to the CEO on how to proceed on these issues.
2. **INFORMATION/ACTION:** Conference with legal counsel regarding legal compliance communications/ conditions received by the Hospital from the Office of Statewide Health Planning & Development (OSHPD) pertaining to the temporary automatic transfer switch (ATS) for auxiliary (generator) power in the event of emergency or a utility power outage. Evidence Code §1157, Government Code §54956.9.
  - Conferenced with legal counsel regarding the Operating Room HVAC Project as well as the temporary automatic transfer switch (ATS) project. The Board gave direction to the CEO on how to proceed on these issues.

3. ***INFORMATION/ACTION:*** Pursuant to §32155 of the Health and Safety Code September Quality Management and Improvement Council Reports
  - The Board received the September Quality Management and Improvement Council Reports. There was nothing of significance to report out on.
4. ***INFORMATION/ACTION:*** Pursuant to California Government Code §54954.5 and §32155 of the Health and Safety Code Medical Staff Credentials and Privileges Review
  - The Board received the Medical Staff Credentials and Privileges Report, some of which will be discussed in open session regarding specific physicians; some direction was given to the CEO.

**4. PUBLIC COMMENTS**

- A Community member spoke on matters regarding MCDH.

**5. REVIEW OF THE AGENDA**

- There were no changes to the agenda.

**6. BOARD COMMENTS**

- Ms. Bruning thanked everyone who has supported her through a very hard time the last couple of weeks.
- Mr. Edwards, the Board and some Hospital and Medical staff members will meet with various community groups in order to give a more detailed and in-depth conversation about the future of the Hospital and the need for additional revenue. A decision has not yet been made whether or not to put a parcel tax on the ballot.

**7. ACTION: APPROVAL OF CONSENT CALENDAR: MR. STEVE LUND, PRESIDENT**

1. Minutes: Regular Session, September 28, 2017

2. ***Policy Titles***

- Physician Employment Policy and Procedure

***MOTION:*** To approve the Physician Employment Policy and Procedure

- Campos moved
- Bruning second
- Roll call
  - Ayes: Miller, Bruning, Campos, Lund
  - Noes: None
  - Absent: None
  - Abstain: Glusker
- Motion carried

***MOTION:*** To approve the remainder of the Consent Calendar

- Bruning moved
- Campos second
- Roll call
  - Ayes: Glusker, Bruning, Miller, Lund, Campos
  - Noes: None
  - Absent: None
  - Abstain: None
- Motion carried

**8. ACTION/INFORMATION: BOARD MEETING VENUE: MR. STEVE LUND, CHAIR**

- Discussed having the Board meetings at the Hospital or at Town Hall.

***MOTION:*** To change the venue back to the Hospital for the regular Board meetings



- Bruning moved
- Campos second
- Roll call
  - Ayes: Bruning, Lund, Campos, Miller, Glusker
  - Noes: None
  - Absent: None
  - Abstain: None
- Motion carried

**9. ACTION/INFORMATION: APPROVAL OF BOARD MEETING DATE CHANGES FOR NOVEMBER AND DECEMBER 2017: MR. STEVE LUND, CHAIR**

- Discussed changing the dates for the November and December Board Meetings.

**MOTION:** To have the November meeting on December 7<sup>th</sup> and the December meeting on January 11<sup>th</sup>

- Campos moved
- Bruning second
- Roll call
  - Ayes: Bruning, Miller, Glusker, Campos, Lund
  - Noes: None
  - Absent: None
  - Abstain: None
- Motion carried

**10. ACTION/INFORMATION: MEASURE B RESOLUTION 2017-3: MR. BOB EDWARDS, CEO**

- This is a resolution supporting funding for mental health care.

**MOTION:** To approve Measure B Resolution 2017-3

- Bruning moved
- Campos second
- Roll call
  - Ayes: Campos, Glusker, Miller, Bruning, Lund
  - Noes: None
  - Absent: None
  - Abstain: None
- Motion carried

**11. INFORMATION: APPROVAL OF AMBULANCE PURCHASE: MR. WADE STURGEON, CFO**

- Mr. Sturgeon presented 2 proposals for a new ambulance to the Board; one proposal is from Ford and one proposal is from Mercedes.
- Mr. Sturgeon feels the Mercedes model will provide the ambulance crews standardization & continuity in the layout, and therefore recommended the purchase of the Mercedes ambulance.
- The Foundation will purchase the ambulance for MCDH.

**MOTION:** To approve the purchase of the Mercedes Sprint LE

- Bruning moved
- Campos second
- Roll call
  - Ayes: Bruning, Miller, Lund, Campos, Glusker
  - Noes: None

- Absent: None
- Abstain: None
- Motion carried

**12. ACTION/INFORMATION: DONATION OF OLD AMBULANCE TO SHERWOOD OAKS: MR. BOB EDWARDS, CEO**

- This item was tabled.

**13. ACTION/INFORMATION: NOVARAD PACS CONTRACT: MR. JOHN RUPRECHT, DISTRICT LEGAL COUNSEL**

- Mr. Ruprecht that the final issue to this contract is that if there is a dispute between the parties, MCDH would prefer Ca law to apply and Ca jurisdiction. Novarad is adamant that it be Utah law and Utah jurisdiction. Mr. Ruprecht wanted to inform the Board that any dispute would be according to Utah law and jurisdiction.
- Mr. Ruprecht stated that MCDH also negotiated with Novarad to delete their onsite charges for the initial training period, however in another paragraph Novarad has onsite charges. Mr. Sturgeon sent to Mr. Ruprecht today Novarad's agreement that the onsite charges would only apply after the installation is complete. Mr. Ruprecht wants this agreement attached to the contract.

***MOTION:*** To approve the Novarad PACS System per the contract that has been reviewed by Mr. Ruprecht

- Campos moved
- Miller second
- Roll call
  - Ayes: Bruning, Lund, Campos, Miller, Glusker
  - Noes: None
  - Absent: None
  - Abstain: None
- Motion carried

**14. ACTION/INFORMATION: RETENTION OF DAVID G. CASNOCHA AS SPECIAL LEGAL COUNSEL IN CONNECTION WITH PROPOSED PARCEL TAX ELECTION: MR. BOB EDWARDS, CEO**

- David Casnocha will provide legal services in preparation for the District's proposed parcel tax election, including the preparation of required notices, resolutions and ballot language; advice with respect to the proper conduct of a parcel tax election and engagement with the Mendocino County Register of Voters regarding placing the measure on the ballot.
- Legal Counsel will be available for phone calls as requested and one face-to-face meeting at the District. If additional meetings are requested Legal Counsel will add \$1,000 per meeting to the final invoice.
- The District agrees to pay the Legal Counsel an amount of \$2,500 which shall be paid immediately following the parcel tax election. The Legal counsel will submit an invoice for services rendered to the Mendocino Coast Healthcare District. If the District determines not to place a measure on the ballot after Legal Counsel has drafted the required election resolution, the District agrees to pay a \$1,000 fee to Legal Counsel.
- Mr. Casnocha would like to do this as a loss leader in company with the intent that the Board would look towards him for Bond Counsel in the future.

***MOTION:*** To approve the retention of David G. Casnocha as Special Legal Counsel in connection with proposed Parcel Tax Election, and that the Board would retain him as

Bond Counsel in the future

- Campos moved
- Bruning second
- Roll call
  - Ayes: Bruning, Miller, Glusker, Campos, Lund
  - Noes: None
  - Absent: None
  - Abstain: None
- Motion carried

**15. ACTION/INFORMATION: BOARD IN-SERVICE WITH LIABILITY INSURANCE COMPANY (roles/liability): MS. NANCY SCHMID**

- Ms. Schmid reported that Beta stated that each claim is reviewed individually as they can be debatable.
- Discussion ensued.

**16. INFORMATION: CEO REPORT: MR. BOB EDWARDS**

- The lengthy power point that was presented at the September Board Retreat has been reduced to a 15 minute presentation to be presented to community members and community groups.
- Mr. Edwards introduced Doug Shald as the new in house PR/Marketing staff member.
- Mr. Edwards introduced Nancy Schmid as the Interim Quality/Risk Compliance Officer.
- The Hospital conducted an Incident Command during the fires and was prepared to take 15 patients from Willits Hospital.
- The Hospital is working on the Root Cause Analysis regarding the recent incident that took place at NCFHC.
- A Hospital Community Advisory Group will begin meeting in November.
- The EHR needs to be upgraded and after doing research, Cerner is twice the price over Meditech. The CFO has been directed to look into financing options for Meditech.
  - ✓ Today the president declared the Opioid Epidemic a national public health emergency, and under federal law, directed executive agencies to use the appropriate emergency authority to fight this crisis. NCFHC and the physicians have made a huge impact through policy changes & patient intervention.

**17. ACTION/INFORMATION: MEDICAL STAFF: DR. JOHN KERMEN**

- There will be a Medical Staff Meeting on Nov. 7<sup>th</sup> and hope to see the 15 minute power point presentation as the physicians play a key role in helping to communicate with the community and want to be part of the outreach.

A. Locum Tenens Coverage

1. Nkechi Ezirim, MD -Department of Surgery-Obstetrics-Gynecology
2. Gabriel Larson, MD -Department of Medicine-Pediatrics

***MOTION:*** After careful consideration recommend approval of Locum Tenens Coverage for Nkechi Ezirim, MD; Gabriel Larson, MD

- Campos moved
- Bruning second
- Roll Call
  - Ayes: Campos, Glusker, Miller, Bruning, Lund

- Noes: None
- Absent: None
- Abstain: None
- Motion carried

**B. Appointment to Medicine Staff-Provisional Status**

1. Sasidharan Ponthenkandath, MD –Department of Medicine-Pediatrics

MOTION: After careful consideration recommend approval of Appointment to Medicine Staff-Provisional Status, MD

- Campos moved
- Bruning second
- Roll Call
  - Ayes: Lund, Campos, Glusker, Bruning, Miller
  - Noes: None
  - Absent: None
  - Abstain: None
- Motion carried

**18. ACTION/INFORMATION: CHIEF NURSING OFFICER REPORT: MS. LYNN FINLEY**

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

**19. INFORMATION: HUMAN RESOURCES REPORT: MR. DAN CAMP**

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

**20. ACTION/INFORMATION: JPA REPORT: MR. STEVE LUND, CHAIR**

- There was no report.

**21. INFORMATION: ASSOCIATION AND COMMUNITY SERVICE REPORTS**

- There were no Association and Community Service Reports.

**22. ACTION/INFORMATION: STATISTICAL/FINANCE REPORT, SEPTEMBER 2017: MR. WADE STURGEON, CFO**

**September Highlights:**

- Net Income from Operations was a loss of \$(29,606)
  - o YTD Income from Operations is a loss of (\$21,635)
- Net Income from All Sources was an income of \$9,116
  - o YTD Income from All Sources \$82,964
- Bond Covenants as reported on the Executive Summary are all within requirements
  - o Debt Service Coverage Ratio is within covenant at 1.49
  - o Current Ratio is within covenant at 1.16
  - o Days Cash On Hand is within the covenant at 36.30

**MOTION:** To approve the Finance and Statistical Report for September 2017

- Bruning moved
- Campos second
- Roll call
  - Ayes: Bruning, Lund, Campos, Miller, Glusker
  - Noes: None
  - Absent: None
  - Abstain: None
- Motion carried

**23. PUBLIC COMMENTS:**

- A community member made comments regarding MCDH issues.

**24. ADJOURN:**

- Meeting adjourned at 7:35 pm

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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  
THURSDAY, NOVEMBER 9, 2017**

**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 Steve Lund presiding

**2. ROLL CALL:** Bruning, Lund, Campos, Miller, Glusker

ABSENT: None

ALSO PRESENT:

Mr. John Ruprecht, Legal Counsel

Mr. Bob Edwards, CEO

Mr. Wade Sturgeon, CFO

Ms. Gayl Moon, Executive Assistant

**3. COMMENTS FROM THE COMMUNITY**

- There were no comments from the community.

**4. CLOSED SESSION:**

1. ***Information/Action:*** Public Employee Performance Review and Evaluation, Chief Financial Officer (CFO) of the District: Government Code §54957(b)(1) and (b)(2); Government Code §54954.5”

**5. RECONVENTION OF OPEN SESSION:**

**6. ROLL CALL:** Glusker, Lund, Bruning, Campos, Miller

ABSENT: None

**REPORT OUT OF CLOSED SESSION**

1. ***Information/Action:*** Public Employee Performance Review and Evaluation, Chief Financial Officer (CFO) of the District: Government Code §54957(b)(1) and (b)(2); Government Code §54954.5

- The Board decided to continue this meeting on Tuesday, November 14, 2017 at 5:30 pm in the Redwoods Room as they are awaiting further information

**7. COMMENTS FROM THE COMMUNITY**

- Dr. Richard Miller read a letter and several community members made statements regarding hospital issues.

**8. COMMENTS FROM THE BOARD OF DIRECTORS**

- Dr. Glusker asked the Board to agendaize a special meeting to discuss the termination of the CEO Bob Edwards for cause.

**9. ADJOURN:**

The meeting adjourned at 7:25 p.m.

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Mr. Steve Lund, President  
Board of Directors

ATTEST:

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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 CONTINUED FROM NOVEMBER 9, 2017  
OF THE BOARD OF DIRECTORS  
FORT BRAGG, CA  
THURSDAY, NOVEMBER 14, 2017**

**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 Steve Lund presiding

- 2. ROLL CALL:** Bruning, Miller, Glusker, Campos, Lund  
**ABSENT:** None

**ALSO PRESENT:**

Mr. John Ruprecht, Legal Counsel  
Mr. Bob Edwards, CEO  
Mr. Wade Sturgeon, CFO  
Ms. Gayl Moon, Executive Assistant

**3. COMMENTS FROM THE COMMUNITY**

- Several community members, Hospital Staff Members and Medical Staff Members spoke on issues regarding the Hospital.

**4. CLOSED SESSION:**

1. ***Information/Action:*** Public Employee Performance Review and Evaluation, Chief Financial Officer (CFO) of the District: Government Code §54957(b)(1) and (b)(2); Government Code §54954.5”

**5. RECONVENTION OF OPEN SESSION:**

- 6. ROLL CALL:** Campos, Lund, Miller, Bruning, Glusker  
**ABSENT:** None

**REPORT OUT OF CLOSED SESSION**

1. ***Information/Action:*** Public Employee Performance Review and Evaluation, Chief Financial Officer (CFO) of the District: Government Code §54957(b)(1) and (b)(2); Government Code §54954.5
  - The Board accepted Mr. Sturgeon’s resignation as of December 1, 2017 under the Terms and Conditions of his current contract.

**7. COMMENTS FROM THE COMMUNITY**

- There were no comments.

**8. COMMENTS FROM THE BOARD OF DIRECTORS**

- There were no comments.

**9. ADJOURN:**

The meeting adjourned at 8:00 p.m.

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Mr. Steve Lund, President  
Board of Directors



ATTEST:

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Ms. Kitty Bruning, Vice-President  
Board of Directors

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**BOARD OF DIRECTORS MEETING  
HOSPITAL REDWOODS ROOM  
THURSDAY, NOVEMBER 21, 2017  
MINUTES**

The Board of Directors of the Mendocino Coast Health Care District met in CLOSED session at 4:30 pm in the Redwoods Room, Steve Lund, Chair presiding

PRESENT: Ms. Bruning, Dr. Miller, Mr. Lund, Dr. Campos, Dr. Glusker  
Mr. John Ruprecht, Legal Counsel  
Mr. Bob Edwards, CEO  
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 5:30 p.m. in the Redwoods Room, Steve Lund, Chair presiding

**2. ROLL CALL:**

PRESENT: Dr. Kevin Miller, Dr. Peter Glusker, Dr. Luke Campos, Ms. Kitty Bruning, Mr. Steve Lund  
Board Members

BOARD MEMBERS ABSENT: None

ALSO PRESENT:

Mr. John Ruprecht, Legal Counsel  
Mr. Bob Edwards, Chief Executive Officer  
Ms. Gayl Moon, Executive Assistant

**3. CLOSED SESSION MATTERS:**

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

1. **INFORMATION/ACTION:** Public Employment: To review and approve Cardio-Pulmonary Interpretative Services Agreement for Dr. Jason Kirkman Government Code §54954.5 & 54957
  - The Board approved the Cardio-Pulmonary Interpretative Services Agreement for Dr. Jason Kirkman.
2. **INFORMATION/ACTION:** Public Employment: To review and approve Cardio-Pulmonary Interpretative Services Agreement for Dr. Jeffrey Berenson Government Code §54954.5 & 54957
  - The Board approved the Cardio-Pulmonary Interpretative Services Agreement for Dr. Jeffrey Berenson
3. **INFORMATION/ACTION:** Public Employment: To review and approve Professional Services Agreement for Dr. Sandra K. Fleming Government Code §54954.5 & 54957
  - The Board approved the Professional Services Agreement for Dr. Sandra K. Fleming

4. **INFORMATION/ACTION:** Hardin v. Mendocino Coast District Hospital, U.S. District Court for the Northern District of California, et al., Case No. 3:17-CV-05554, conference with legal counsel. Government Code §54956.9.
  - The Board received an update on the Hardin v. Mendocino Coast District Hospital
  
5. **INFORMATION/ACTION:** Safeway 340B Pharmacy claim against MCDH, conference with legal counsel. Government Code §54956.9.
  - The Board received and up date from legal counsel on the Safeway 340B Pharmacy claim against MCDH. The Board gave direction to legal counsel.
  
6. **INFORMATION/ACTION:** Consideration of contract for Interim Chief Financial Officer. Government Code §54,957 (personnel)
  - There will be a Special Board meeting on December 4<sup>th</sup> to consider the Interim Chief Financial Officer.
  
4. **PUBLIC COMMENTS**
  - Community members spoke on matters regarding MCDH.
  
5. **REVIEW OF THE AGENDA**
  - There were no changes to the agenda.
  
6. **BOARD COMMENTS**
  - There were no Board comments.
  
7. **INFORMATION: PRIME PROJECT UPDATE: MS. ILONA HORTON**
  - Ilona Horton, NCFHC Practice Manager, gave a presentation on the PRIME Project.
    - ✓ North Coast Family Health Center and Mendocino Coast District Hospital came in first place out of forty-eight (48) district hospitals in the State of California at a state level competition for their PRIME poster and their work with the PRIME Project.
    - ✓ The Department of Health Care Services required all forty-eight (48) district hospitals to submit a story board to illustrate their long term vision for their PRIME Project. What would they look in 2021 after the PRIME Project is finished? The story board needed to involve:
      - Innovative approaches
      - Creative
      - Inspirational
    - ✓ Cancer screening was NCFHC’s PRIME Project: breast, colorectal and cervical cancer screenings.
    - ✓ **Year one Systems were put in place to achieve their goals.**
      - Implemented Patient Care Teams
      - Implemented new technology
      - Implemented population health workflow
      - Daily patient huddles take place every morning
      - Implemented protocols, standing orders, care coordination workflows
    - ✓ **Year two is the “Pay for Performance Year”**
      - From July to the end of October they have increased their breast cancer screening rates by 44%
      - Increased the cervical cancer screenings by 67%
      - Increased colorectal cancer screenings by 14%

- ✓ The vision for 2021 is to have mature patient care teams, hardwired population health workflows, reduced late stage detection of breast, colorectal and cervical cancers, and improved health of the community.

**8. ACTION/INFORMATION: RESOLUTION NO. 2017-3, A RESOLUTION OF THE MENDOCINO COAST HEALTH CARE DISTRICT DBA MENDOCINO COAST DISTRICT HOSPITAL AUTHORIZING INVITATIONS TO BID BY QUALIFIED CONTRACTORS FOR THE CONSTRUCTION OF A REPLACEMENT AUTOMATIC TRANSFER SWITCH (ATS) FOR EMERGENCY GENERATOR POWER TO THE HOSPITAL**

- A bid package has been put together for the ATS Project. This Resolution authorizes invitations to bid on the ATS Project.

**MOTION:** To adopt Resolution 2017-3

- Campos moved
- Glusker second
- Roll call
  - Ayes: Lund, Glusker, Campos
  - Noes: None
  - Absent: Miller, Bruning
  - Abstain: None
- Motion carried

**9. INFORMATION: STATUS REPORT BY PROJECT MANAGER AS TO THE OR HVAC SYSTEM PROJECT: MS. NANCY SCHMID**

- This bid packet is not yet ready to go as pipes and electrical were found where they were not expected to be. The plans will need to be redrawn.

**10. ACTION/INFORMATION: WIPFLI INTERIM BUSINESS OFFICE MANAGER: MR. BOB EDWARDS**

- WIPFLI has been contracting with MCDH to staff the Interim Business Office Manager position. Diane Gramse recently held that position, but is not available for the next few weeks. Teresa Jacques will replace Diane for a few weeks at \$125/hour.

**MOTION:** To approve the agreement with WIPFLI for an Interim Business Office Manager

- Campos moved
- Glusker second
- Roll call
  - Ayes: Campos, Lund, Glusker
  - Noes: None
  - Absent: Miller, Bruning
  - Abstain: None
- Motion carried

**11. INFORMATION: COMMUNITY COMMENTS**

- Several community members commented on Hospital issues.

**12. ADJOURN:**

- Meeting adjourned at 6:15 pm

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Peter Glusker, MD, Secretary  
Board of Directors

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Gayl Moon, Secretary to the  
Board of Directors