

**REGULAR MEETING OF THE BOARD OF DIRECTORS  
OF OAK VALLEY HOSPITAL DISTRICT  
OPEN SESSION**

**April 5, 2018, 5:30p.m.  
1425 West H Street, Oakdale, CA 95361  
Royal Oak Conference Room**

**Board**

Dan Cummins, Chair Person  
Louise Sanders, Vice Chair Person  
Wendell Chun, Secretary  
Edward Chock, M.D., Director  
Jim Teter, Director

**Staff**

John McCormick, President and CEO  
Deborah Dunaj, R.N., V.P., Quality/Risk Mgmt.  
Jo Saporito, R.N., V.P., Director of Nursing  
Brian Beck, V.P., Human Resources  
Dave Hiatt, V.P., Oakdale Nursing & Rehab. Ctr.  
Chang Ahn, Controller

**Excused Absence:**

**Excused Absence:**

Ann Croskrey, Chief Financial Officer  
David Rodrigues, V.P., Administrative Svcs.  
Chaitanya Mahida, M.D., Chief of Staff

**MEETING CALLED TO ORDER**

The District Board of Directors Meeting was called to order by Chair Person Cummins at 5:33p.m.

**PUBLIC COMMENT**

Public Comment read.

**CONSENT CALENDAR**

The following items 1-4 will be acted on by one action, with discussion, unless a Director or other person requests that an item be considered separately. In the event of such a request, the item will be addressed, considered and acted upon separately.

**1. Patient Care Services**

Joann Saporito, R.N., Vice President, Nursing Services

**2. Oakdale Nursing and Rehabilitation Center Report**

David Hiatt, V.P., Oakdale Nursing and Rehabilitation Center

**3. Approval of Administrative Policies**

- Administration Policies: Absence of Department Manager; Pre-Placement Health Screening; Medicare – An Important Message About Your Rights(Notification of Hospital Discharge Appeal Rights); Mandatory Tuberculosis (TB) & Respiratory Fit Testing; Workplace Violence
- Environmental Services Policies: Attendance & Tardiness – Retire; Cleaning Blinds; Cubicle Curtain & Drapery Replacement; Cleaning of Doors & Door Jambs; Cleaning In-Patient Rehab. Svcs. Dept.; Cleaning Laboratory Draw Area; Cleaning Pharmacy Dept.; Disaster Call-Back List; Dust Mopping – Retire/Replace; Employee Photo I.D. Name Tag; Environ. Svcs. Dept. Safety – Retire; Equipment Check-Retire; Handling Clean/Soiled Linen; Handling Soiled Linen – Retire/Replace; In-Service Education; Mopping/Dust/Damp

**4. Approval of Minutes**

- March 1, 2018

Wendell Chun made the motion to approve all Consent Calendar items. Jim Teter made the second. No public input.

Aye: Cummins, Sanders, Chun, Teter, Chock

Nay:

Abstain:

Absent:

**MOTION CARRIED**

**Financial Report for February 2018**

John McCormick presented the February 2018 Financial Report. There was a profit \$1.949 million for the month of February. Year-to-date we are \$1.2 million over budget. The gross accounts receivable days for February were 54 with days of cash on hand at 122.

Wendell Chun made the motion to approve the Financial Reports for February 2018. Doctor Chock made the second. No public input.

Aye: Cummins, Sanders, Chun, Teter, Chock

Nay:

Abstain:

Absent:

**MOTION CARRIED**

**MEDICAL STAFF REPORT** – John McCormick, President & CEO on behalf of Chaitanya Mahida, M.D., Chief of Staff

The following forms, policies, manuals and reports have been revised to meet current required The Joint Commission and CMS standards. They have been thoroughly reviewed by the Standards Committee and appropriate Medical Staff Committees.

The Medical Executive Committee requests the District Board’s approval of the following items forwarded from the March 20, 2018 meeting.

**2017 Antibiogram Summary & Antibiotic Susceptibility Report**

- Approval of the antibiotic susceptibility report for urine isolates and systemic isolates.

**Formulary Update**

- Monsel Paste/Solution (Ferric Subsulfate) – No longer available in 500cc’s; revise formulary to reflect available dose of 8cc’s.

**Anaphylaxis Box in the Clinics**

- Approved name change to “**Emergency Box**” and addition of two drugs per CMS recommendations:
  - i. Emetic agent, activated charcoal as ipecac is no longer available
  - ii. Anticonvulsant drug, Lorazepam injectable.

### **BNP Testing – Flag Patients on Entresto**

- Entresto affects the testing we are doing for BNP; our test is not valid for these patients. NT Pro BNP is a more appropriate test, which we do not perform in house. Pharmacist noted that these patients are usually switched to another drug.

*Recommendation:* Flag patients on Entresto because our present methodology does not work on these patients. Inform the ED Subcommittee.

### **Community Health Centers Policy & Procedure Manual**

The Community Health Center Manual has been revised to meet current required The Joint Commission and CMS standards. It has been reviewed by the Clinic Medical Directors and appropriate committees.

### **Forms/Policy Review**

The following forms and policies have been revised to meet current required The Joint Commission and CMS standards. They have been thoroughly reviewed by the PPF Committee and appropriate Medical Staff Committees.

#### Forms

- i. Form0952 Clinic Pre-op History and Physical Exam

#### Administrative Policies & Procedures

- i. Credentialing Physicians and AHPs in the Event of a Disaster
- ii. Medical Staff Fees Account – Funds Management
- iii. Name Badges for Medical Staff and AHPs
- iv. Plan for the Provision of Patient Care

#### Clinical Policies & Procedures

- i. Chest Tube Insertion
- ii. Management of Patients Who are a Danger to Self or Others

#### Emergency Department Policies & Procedures

- i. Intranasal Fentanyl for Acute Pain Control in Pediatrics Protocol (*new*)

#### Infection Control Policies & Procedures

- i. Animals in the Healthcare Settings
- ii. Cleaning Clinical Laboratory (EVS Manual)
- iii. Hospital Acquired Infection, Criteria For
- iv. Infectious Disease Outbreak Protocol
- v. Reportable Diseases
- vi. Tetanus Deip-Acel-Pert Vaccine Screening & Administration for Postpartum Women
- vii. Tuberculosis Exposure Control Plan

#### Diagnostic Imaging Services Policies & Procedures

- i. Critical Patients MRI
- ii. Department safety and Education
- iii. Dept. Goals and Mission
- iv. Destruction of Archival Film
- v. Diagnostic Radiology Safety
- vi. Education Plan – Rad department
- vii. Film Retention
- viii. Infectious Prevention and Control for Radiology Department

- ix. Informed Consent Required Procedures
- x. Loaning of Radiographs
- xi. Mammography Infection Control
- xii. Medical Director Duties and Responsibilities
- xiii. Menstrual Histories
- xiv. MRI Emergencies
- xv. Obtaining Services not Available at OVHD
- xvi. Patient information On Diagnostic procedures
- xvii. Patient Personnel Safety Policies
- xviii. Persons Permitted in X-ray Rooms
- xix. Preparation of Radiographic Rooms
  
- xx. Radiographic Files
- xxi. Radiology Department Orientation
- xxii. Radiology Equipment – Care and Cleaning
- xxiii. Radiology Service
  
- xxiv. Release of Diagnostic Imaging Results
- xxv. Request for Radiographic Procedures Medical Necessity Requirements
- xxvi. Screening Mammograms
- xxvii. Shredding Confidential Documents in Radiology
- xxviii. Standard Positions
- xxix. Sterile Supplies
- xxx. Technologist Performance Requirements
- xxxi. Technologist Qualifications
- xxxii. Teleradiology
- xxxiii. Transporting Patients with Foley Catheters
- xxxiv. Ultrasound System and Equipment Maintenance
- xxxv. Ventilator patient transfer to and from Unit

Jim Teter made the motion to approve the Medical Staff Report. Vice Chair Person Sanders made the second. No public input.

Aye: Cummins, Sanders, Chun, Teter, Chock

Nay:

Abstain:

Absent:

**MOTION CARRIED**

### **CHAIR PERSON REPORT**

#### **Chair Person Comments**

No Report presented.

**PRESIDENT AND CEO REPORT**

Mr. McCormick congratulated Dave Hiatt, V.P, and Susan Todd, R.N., Director of Nursing at the Oak Valley Nursing & Rehabilitation Center on a successful State survey. The Family Support Network has applied for three grant opportunities to support our community. An update on hospital billboard signage and radio ads was presented. John announced he has been selected to serve on the California Hospital Association (CHA) Board of Trustees and Executive Committee as of July 1, 2018. Employee activities included Fun Friday on March 30<sup>th</sup>. Nurses Week will be celebrated in May. Doctor’s Day was on March 30<sup>th</sup> and was celebrated with a gift for each physician.

**Resolution 2018-04 - Setting General Prevailing Wage Rates; done annually per state law.**

Edward Chock, M.D. made the motion to accept Resolution 2018-04 Setting General Prevailing Wage Rates. Vice Chair Person Louise Sanders made the second. No public input.

Roll Call by Jill Andersen, Clerk of the Board

Dan Cummins – Aye  
Louise Sanders - Aye  
Wendell Chun- Aye  
Jim Teter – Aye  
Edward Chock, M.D. – Aye

**MOTION CARRIED**

**Ratification of 1 Year Proposed United Steel Workers Union Contract For Acute Care Employees**

Ratification of a 1 year proposed United Steel Workers Union contract for acute care employees was recommended for Board approval Retroactive to January 28, 2018:

E.R. Registered Nurse – 7%  
Registered Nurses & Clinical Laboratory Science (CLS) – 5.5%  
Imaging Techs; Respiratory Therapists; Pharmacists – 4.5%  
All others – 3.5%

Louise Sanders made a motion to approve ratification of a 1 year proposed United Steel Workers Union contract for acute care employees retroactive to January 28, 2018. Wendell Chun made the second. No public input.

Aye: Cummins, Sanders, Chun, Teter, Chock  
Nay:  
Abstain:  
Absent:

**MOTION CARRIED**

**Salary Increase Non-Union Staff: Clinics and Acute Care**

Recommendation for approval of salary increases for non-union staff in the clinics, nurse practitioners and physician assistants:

Clinics, Nurse Practitioners & Physician Assistants – 3.5%

Registered Nurses – 5.5%

LVN's – 4.5%

All others: 5.5% or .55 cents per hour.

Director of Information Services – 16%

Vice Presidents – 5%

Doctor Chock made a motion to approve the salary increase Non-Union Staff: Clinics and Acute Care. Wendell Chun made the second. No public input.

**MOTION CARRIED**

**Raising Emergency Room Prices Effective July 1, 2018 – Raise Emergency Room Prices by 8%**

Based on analysis of Emergency Room pricing, Board approval of an 8% increase effective July 1, 2018 is recommended.

Louise Sanders made a motion to approve an 8% increase in Emergency Room prices effective July 1, 2018. Jim Teter made the second. No public input.

**MOTION CARRIED**

**Amendment to Emergency Room Physician Contract – Raise Stipend to Physicians to \$24,000 per month**

Recommendation for Board approval of an Amendment to raise the stipend for the Emergency Room Physician Group to \$24,000 per month. Our emergency room physician group feels they will be able to strengthen their physician base utilizing this stipend. This increase is justifiable based on review of industry pricing for emergency room physicians.

Jim Teter made a motion to approve the Amendment to Emergency Room Physician Contract to Raise the Stipend to \$24,000 per month. Louise Sanders made the second. No public input.

**MOTION CARRIED**

**Consulting Services for Information Systems to Insure the Hospital Meets Stage 3 Compliance – Use of Consultant Not to Exceed \$110,000**

In order to meet Medicare payment requirements and Stage 3 compliance, approval to obtain consulting services within the Information Services Department at a cost not to exceed \$110,000 is recommended.

Jim Teter made a motion to approve Obtaining Consulting Services for Information Systems to Insure the Hospital Meets Stage 3 Compliance at a Cost Not to Exceed \$110,000. Doctor Chock made the second. No public input.

**MOTION CARRIED**

**Approval of Shower Project Long Term Care Facility – Bidding out State Approved Project**

Board approval was requested for bidding out the State approved project to complete the Long Term Care facility shower project.

Jim Teter made the motion to approve going to bid for the Long Term Care Facility Shower Project. Wendell Chun made the second. No public input.

**MOTION CARRIED**

**Create New Conference Room in the Medical Office Building at a Cost not to Exceed \$45,000.**

Approval to create a new Conference Room in the Medical Office Building for administrative meetings was recommended at a cost not to exceed \$45,000.

Wendell Chun made the motion to approve creating a new conference room in the Medical Office Building at a cost not to exceed \$45,000. Doctor Chock made the second. No public input.

**MOTION CARRIED**

**Revised Leases for Medical Office Building with No Major Changes to Existing Leases.**

The Medical Office Building owners have partnered with a new owner which generated revised leases. These new leases still include all exclusions built into the initial lease. Board approval is recommended.

Jim Teter made a motion to approve the revised leases for the Medical Office Building. Wendell Chun made the second. No public input.

**MOTION CARRIED**

**Legislative Update (distributed at meeting)**

The County is proposing a change in the way ambulance services are delivered. Letters were submitted by our hospital and 2 other Healthcare Districts opposing any attempt to consolidate these services into one. This will be followed closely and the Board will be updated.

State of California issues were reported to include the Drug Rebate Program and Key Senate Bills AB 1795 and AB 2798.

John reported the Association of District Hospitals (ACHD) attempted to merge with the District Hospital Leadership Forum (DHLF) but was rejected by DHLF. ACHD continues to pursue the merger and communication is still in process.

**CORRESPONDENCE – None**

**ADJOURN TO CLOSED SESSION**

Jim Teter made the motion to adjourn to closed session. Wendell Chun made the second.

The Oak Valley Hospital District Board meeting was adjourned to closed session at 6:05p.m.

**ANNOUNCEMENT OF CLOSED SESSION**

Board meeting minutes for March 1, 2018 were approved.  
Medical Staff Credentialing Report was approved.  
Quality Report – Long Term Care.  
Quality Improvement Report – Quality & Risk Management.  
President and C.E.O. Report –Personnel Issues.  
President and C.E.O. Report – Report on the Compliance Committee.  
Conferences with Labor Negotiators – Updates presented.  
Report on Trade Secrets – Report was presented.  
Conferences with Real Property Negotiators – Update presented.  
Liability Claim of Juanita Burdette was discussed – Claim was rejected.  
Public Employee Performance Evaluation – No action.

**ADJOURNMENT**

Jim Teter made the motion to adjourn the District Board of Directors meeting. Vice Chair Person Sanders made the second.

The Board of Directors meeting was adjourned at 7:08pm.

Recorder: Jill Andersen, Clerk of the Board.

APPROVED: \_\_\_\_\_  
Wendell Chun, Ed.D, Secretary

DATE: \_\_\_\_\_