

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

**October 4, 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
Jim Teter, Director
Edward Chock, M.D., Director

Excused Absence:

Wendell Chun, Secretary

Staff

John McCormick, President and CEO
Ann Croskrey, Chief Financial Officer
David Rodrigues, V.P., Administrative Svcs.
Jo Saporito, R.N., V.P., Director of Nursing
Brian Beck, V.P., Human Resources
Dave Hiatt, V.P., Oakdale Nursing & Rehab. Ctr.
C. Mahida, M.D., Chief of Staff
Chang Ahn, Controller
Susan Todd, R.N., DON, Oakdale Nursing & Rehab

Excused Absence

Deborah Dunaj, R.N., V.P., Quality/Risk Mgmt.

MEETING CALLED TO ORDER

The District Board of Directors Meeting was called to order by Chair Person Cummins at 5:30p.m.

PUBLIC COMMENT

Public Comment was read.

FY 2018 External Audit Report - Presentation and Possible Acceptance of Audited Financial Statements

- Jerrel Tucker - JWT & Assoc. External Auditors

Jerrel Tucker of JWT & Associates presented the external audit report for fiscal year ending June 30, 2018. The hospital received an Unmodified Opinion. Mr. Tucker noted the hospital provided all requested documentation. There were no reportable findings and no audit adjustments. The Board thanked Ann Croskrey and Chang Ahn for all of their efforts for a successful audit.

Jim Teter made the motion to accept and approve the FY 2018 External Audit Report as presented. Doctor Chock made the second. No public input.

Aye: Teter, Sanders, Chock, Cummins

Nay:

Abstain:

Absent: Chun

MOTION CARRIED

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 – None

4. Approval of Minutes

- September 13, 2018

Doctor Chock made the motion to approve all Consent Calendar items. Vice Chair Person Louise Sanders made the second. No public input.

Aye: Teter, Sanders, Chock, Cummins

Nay:

Abstain:

Absent: Chun

MOTION CARRIED

Financial Report for August 2018

Ann Croskrey presented the August 2018 Financial Report. For the month of August we posted a profit on operations before the new hospital expenses of \$795,000. After deducting new hospital expenses and adding non-operating income the year finished with a net income of \$380,000. The EBIDA was at 15.6% and our days of cash on hand are at 135 days.

Jim Teter made the motion to approve the Financial Reports for August 2018. Vice Chair Person Sanders made the second. No public input.

Aye: Cummins, Sanders, Teter, Chock

Nay:

Abstain:

Absent: Chun

MOTION CARRIED

MEDICAL STAFF REPORT – C. 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 September 18, 2018 meeting.

Announcement of Elected Officers

Term of Office to begin January 1, 2019 through December 31, 2020

In accordance with the Medical Staff Bylaws, the Vice Chief of Staff shall accede to the position of Chief of Staff upon the Chief of Staff’s completion of his or her term (page 17, 7.2-1)

Bruce Blackhart, M.D., Chief of Staff
Andrea Stark, M.D., Vice Chief of Staff
Upinder Basi, M.D., Secretary/Treasurer
Andres Arellano, M.D., Member-at-Large

Committee Chair

The Department of Medicine Committee has elected the following physicians for the 2019/2020 Term:

Chair of Medicine Krystyna Belski, MD
Vice Chair, Gretchen Webb-Kummer, MD

Respiratory Therapy Manual

The Respiratory Therapy manual has been revised to meet current required The Joint Commission and CMS standards and has been thoroughly reviewed by the PPF Committee and appropriate Medical Staff Committees.

Forms/Policies

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 Policy, Procedures and Forms (PPF) Committee and appropriate Medical Staff Committees.

Forms

- i. Form0363 Brain Death Checklist for Determination and Declaration of
- ii. Form0484 Delivery of Personal Property of Deceased Patient (*retire*)
- iii. Form0965 ED – Scribe Attestation
- iv. Form0964 Consent - Health Centers 6 month to Adult Influenza Vaccination 2018-2019 (Eng/Spa)
- v. Seasonal Influenza Consent/Declination Form 2018-2019
- vi. Influenza Vaccination Consent Family Member 6 Month to Adult 2018-2019

Clinical Policies

- i. Bowel Care Fecal Incontinence Managements (*name chg*)
- ii. Care Categories Admission Criteria
- iii. Code Green: Missing High-Risk Patient (*new*)
- iv. Code Green: Patient Elopement (*retire*)
- v. Communicating with Intubated or Non-Verbal Patients
- vi. Cultural & Religious Beliefs Affecting Patient Care
- vii. Daily Quiet Time (*retire*)
- viii. Nursing Assessment and Care Planning of the Med/Surg Patient
- ix. Patient Classification and Staffing Plan for Nursing Services
- x. Patient Medication Allergies
- xi. Pediatric Admission
- xii. Pediatric Patient, Consent to Treat
- xiii. Phototherapy (*retire*)
- xiv. Post Mortem Care
- xv. Substance Dependent and/or Noncompliant Patients Protocol
- xvi. Telemetry Management Procedures
- xvii. Transport and Placement of Patients into Morgue

Infection Control Policies

- i. Tuberculosis Exposure Control Plan

Pharmacy Policies

- i. Intravenous Admixture Sterile Preparation
- ii. RSI Kits

Summary of Discussion Items

- Security Wand – Recommendation from the Patient Rights & Ethics Committee to post signs that the hospital conducts random searches in lieu of creating a policy. It was difficult to find a policy from another facility.

Legal counsel was sought regarding conducting random searches with a security wand. The recommendation was to post signs stating that random searches may be performed.

Vice Chair Person Louise Sanders made the motion to approve the Medical Staff Report. Doctor Chock made the second. No public input.

Aye: Cummins, Sanders, Teter, Chock

Nay:

Abstain:

Absent: Chun

MOTION CARRIED

CHAIR PERSON REPORT

Chair Person Comments

No report.

Resolution 2018-08 - Rate set for Stanislaus County, California to Levy a Tax To Pay - the Principal of and Interest On General Obligation Bonds

John McCormick requested Board approval for the annual Tax Levy. The tax rate for Fiscal Year 2018-2019 shall be \$41.062 per \$100,000 of assessed valuation.

Jim Teter made the motion to approve the annual Tax Levy. Doctor Chock made the second.
No public input.

Roll Call by Jill Andersen, Clerk of the Board

Chair Person Cummins – Aye
Director Sanders - Aye
Director Teter – Aye
Doctor Chock – Aye
Director Chun - Absent

MOTION CARRIED

Resolution 2018-09 - Consideration of Board Resolution 2018-09 Changing the Date and Combining the November 1, 2018 and December 6, 2018 Regular Meetings of the District Board.

Resolution 2018-09 – Consideration of combining the November and December 2018 meetings was deferred. The November 1, 2018 meeting will be held. A Resolution to change the December Board meeting from the 6th to the 12th will be voted on at the November meeting. John McCormick stated he will be proposing a recommendation at the December Board meeting regarding the January 2019 meeting date.

PRESIDENT AND CEO REPORT

John reported on the following Hospital events:

- Harvest Festival- October 25, 2019 at 5:00 pm to 7:00 pm
- Auxiliary Christmas Tree Lighting-December 4, 2018 at 5:00 pm
- Medical Staff Holiday Party- December 13, 2018 at 6:00 pm
- Employee Holiday Party-December 14, 2018 at 5:00 pm

Approval of Architect Fees to Relocate the Pharmacy Department to the 2nd Floor of the Hospital at a Cost Not to Exceed \$120,000

This agenda item was deferred due to new information received, which could be advantageous to the hospital.

Approval to Purchase \$30 Gift Cards for Employees for Upcoming Thanksgiving Holiday

Approval to purchase \$30 Gift Cards for Employees for the Thanksgiving Holiday for a total cost estimated at \$18,000 was requested.

Jim Teter made the motion to approve purchasing \$30 Gift Cards for Employees for the Thanksgiving Holiday for a total cost estimated at \$18,000. Vice Chair Person Louise Sanders made the second. No public input.

Aye: Cummins, Sanders, Teter, Chock

Nay:

Abstain:

Absent: Chun

MOTION CARRIED

Proposal to Allow for Prepayment on Tuition Reimbursement Policy

Board approval was requested to grant permission to allow for pre-payment on the tuition reimbursement policy to assist employees with costs. Legal counsel will be obtained regarding the program.

Jim Teter made the motion to approve Pre-Payment on Tuition Reimbursement Policy. Doctor Chock made the second. No public input.

Aye: Cummins, Sanders, Teter, Chock

Nay:

Abstain:

Absent: Chun

MOTION CARRIED

Legislative Update (distributed at meeting)

Ambulance Services in Stanislaus County

Stanislaus is considering consolidating ambulance services. Barry Hurd, Chief of Ambulance Services and John met with the project leaders from the County to voice our rationale that our District's services should be left as is.

SB 1152 (Hernandez); Restrictions on Placement of Homeless Patients at time of Discharge. This Bill was approved by the Governor. More details of the Bill will be available in the near future.

SB 1288 (Reyes, D-Grand Terrace); Financial penalty for violations of California's nurse-to-patient ratio regulation. The fine would have been \$15,000 for the first violation and \$30,000 for each subsequent violation. The Governor vetoed this Bill.

AB 2798 (Maienschien, R-San Diego); Signed by the Governor, this Bill establishes a 100-day time frame for the California Department of Public Health (CDPH) to process all hospital applications. If CDPH does not meet its time frame for processing an application to expand a service, the service will be deemed licensed for 18 months, allowing CDPH time to complete its review. AB 2798 would also require CDPH to fully automate the application process and develop an assistance unit to help hospitals with the process.

John informed the Board that he has been nominated as an At-Large Director of the 2019 Hospital Council of Northern & Central California (HCNCC) Board of Directors.

CORRESPONDENCE – None

ADJOURN TO CLOSED SESSION

Jim Teter made the motion to adjourn to closed session. Doctor Chock made the second.

The Oak Valley Hospital District Board meeting was adjourned to closed session at 6:13p.m.

ANNOUNCEMENT OF CLOSED SESSION

Board meeting minutes for September 13, 2018 were approved.

Quality Report – Long Term Care.

Quality Improvement Report – No Report.

President and C.E.O. Report – Personnel Issues presented.

Conferences with Labor Negotiators – Update presented.

Conferences with Real Property Negotiators – Update presented.

Liability Claim – Juanita Burdette – Discussed

Liability Claim – Janet Johnson – Discussed

ADJOURNMENT

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

The Board of Directors meeting was adjourned at 6:50pm.

Recorder: Jill Andersen, Clerk of the Board.

APPROVED: _____
Louise Sanders, Vice Chair Person

DATE: _____