

**MEETING OF THE BOARD OF DIRECTORS
OF OAK VALLEY HOSPITAL DISTRICT
OPEN SESSION
August 17, 2023, 5:30p.m.
1425 West H Street, Oakdale, CA 95361
Royal Oak Conference Room**

Board

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

Staff

Matt Heyn, Interim C.E.O.
Ann Croskrey, CFO
Andres Arellano, M.D., Chief of Staff
David Rodrigues, V.P., Administrative Services
Deborah Dunaj, V.P., Quality & Risk Mgmt.
Sharon Watkins, V.P., Nursing Services
Chris Hawkins, V.P., Human Resources

CALLED TO ORDER

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

PUBLIC COMMENT

Public Comment read. Public in attendance.

Mickey Peabody addressed the Board regarding the contents of the Oakdale Nursing & Rehabilitation Center (ONRC) Board Report. She stated she was surprised the report only contained Facility operation numbers/data and no issues previously discussed with Mr. Will Pringle, V.P., Oakdale Nursing and Rehabilitation Center. Ms. Peabody stated she will be meeting with Mr. Pringle again in the future to discuss these concerns.

CONSENT CALENDAR

The following items, 1-3, 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. Oakdale Nursing and Rehabilitation Center Report

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

2. **Approval of Administrative Policies**

- Ambulance Policy Manual
 - Attendance
 - General Requirements or Ambulance Dept. Personnel
 - Vehicle Safety/Seat Belts

- Forms
 - Form 0942 Environmental Cleaning Log
 - Form 0945 Transfer Bed-Hold Notification – ONRC
 - Form 0474 Transfer Patient Resident

- ONRC Policies
 - Bed Hold/ Notice of Transfer
 - Weekly Summaries / Proper Documentation

3. Approval of Minutes –

- July 13, 2023 – Regular Meeting
- July 21, 2023 - Special Meeting
- July 24, 2023 – Special Meeting
- July 31, 2023 – Special Meeting
- August 5, 2023 - Special Meeting

Edward Chock, M.D. made the motion to approve all Consent Calendar items. Fran Krieger made the second. No public input.

Cummins – Aye
Teter – Aye
Sanders – Aye
Chock – Aye
Krieger – Aye

MOTION CARRIED

MEDICAL STAFF REPORT – Andres Arellano, M.D., Chief of Staff

The Medical Executive Committee requests the District Board’s approval of the following items forwarded from the August 15, 2023 meeting.

Andres Arellano, M.D. recommended approval of the Medical Staff Report as presented.

Forms/Policies

The following forms and policies have been revised to meet current required The Joint Commission and CMS standards. They have been reviewed by the Policy, Procedures and Forms (PPF) Committee and appropriate Medical Staff Committees. Point of Care Documentation.

Edward Chock, M.D. made the motion to approve the Medical Staff Report. Fran Krieger made the second. No public input.

i. **POLICIES**

- Administrative Manual (HIM)
 - Electronic Signatures Attestation and Authorship for Medical Record Documentation
- Anesthesia Services
 - American Society of Anesthesiologist (ASA) Classification System
 - ❖ Ambulatory Surgery Preoperative Assessment Criteria - **(RETIRE)**
- Clinical Manual
 - Body Piercing
 - Recovery of Surgical Patients for Regular and After Hours
- Clinic/Pharmacy Manual
 - Anticoagulant Management
- PACU Manual

- Guidelines for Post Anesthesia Recovery Record
- PACU Physician Visits
- Post Anesthesia Care of Joint Arthroplasty Patients
- Post Anesthesia Care of Patients Having a Cesarean Section - **(RETIRE)**
- Post Anesthesia Concerns for Geriatric Patients
- Post Anesthesia Concerns for the Pediatric Patient
- Standard of Care PACU Services: Postoperative Pain Management - **(RETIRE)**
- Techniques for Elevating Blood Pressure
- The Aldrete PACU Scoring System
- Surgical Services Manual
 - Comparison of Sterilization Consent Coverage - **(RETIRE)**
 - Cost Containment Checklist
 - Draping for a Surgical Procedure
 - Electrical Equipment Safety - **(RETIRE)**
 - Electrosurgical Cautery Unit Safety
 - On Call Staffing – Surgical Services
 - Organization Structure of Surgical Services
 - Patient Paging System
 - Proceduralist Notification of Family Members
 - Preoperative Patient Assessment for Emergency Procedures
 - Required Surgical Services Life Support Equipment - **(RETIRE)**
 - Scope of Responsibility Chairperson of Surgical Committee - **(RETIRE)**
 - Staffing Patterns
 - ❖ Staffing in Post Anesthesia Care Unit (PACU) - **(RETIRE)**
 - Standards of Perioperative Nursing Practice
 - Stocking and Cleaning Anesthesia Machines
 - Surgical Attire in the Semi-Restricted and Restricted Areas of the Surgical Departments
 - Surgical Charges - **(RETIRE)**
 - Surgical Complication Reporting - **(RETIRE)**
 - Surgical Hand Scrub
 - Surgical Services Department Scheduling
 - Surgical Services Emergency Preparedness Plan
 - Surgical Services Nursing Philosophy and Goals - **(RETIRE)**

Louise Sanders made the motion to approve the Medical Staff Report as presented. Jim Teter made the second. No public input.

Cummins – Aye

Teter – Aye

Sanders – Aye

Chock – Aye

Krieger – Aye

MOTION CARRIED

Financial Report for June 2023

The month of June marks the end of the fiscal year for the District. The District ended the fiscal year with pre-audit year-to-date earnings before interest and depreciation of \$11.12 million, which is a very respectable EBIDA of 13%. For this fiscal year the hospital has net operating income of \$3.385 million dollars compared to a budget of \$3.453 million dollars. Unlike the other 51% of the approximately 450 hospitals in our state, we generated a profit and even more importantly, generated a debt service coverage ratio of 2. Our banks require a debt service coverage ratio of 1.25 so we met and exceeded this requirement. Accounts receivable gross days were down to 51 days even though we have had a difficult time with staffing in that unit. Our days of cash on hand finished at 110 days. The District's cash continues to be the most important item to monitor as we have to reimburse the California Health Facilities Finance Authority (CHFFA) \$4.04 million in the upcoming fiscal year for the interest-free bridge loan. Days of cash on hand was discussed.

Jim Teter made the motion to approve the Financial Report for June 2023. Louise Sanders made the second. No public input.

Cummins – Aye
Sanders – Aye
Teter – Aye
Chock – Aye
Krieger – Aye

MOTION CARRIED

CHAIR PERSON REPORT – Dan Cummins, Chair Person

Chair Person Comments

Employment Agreement Between Oak Valley Hospital District and Matthew Heyn for Interim Chief Executive Officer

Dan Cummins, Board Chair Person Introduced Matt Heyn, Interim C.E.O., an independent contractor or temporary employee provided by the Merraine Group, Inc.. Mr. Cummins presented a summary of Mr. Heyn's education and specific fine points of the contract to include terms and compensation.

Jim Teter made the motion to approve the Employment Agreement between Oak Valley Hospital District and Matthew Heyn for Interim Chief Executive Officer. Fran Krieger made the second. No public input.

Cummins – Aye
Teter – Aye
Sanders – Aye
Chock – Aye
Krieger – Aye

Chief Executive Officer Report - Matt Heyn, Interim Chief Executive Officer

Matt reported to the Board members regarding his activities during his first two weeks at Oak Valley Hospital District. An update on the following topics was also presented to the Board:

- Tertiary Care Unit (TCU)
- Bank Line of Credit
- ED Admission Rate
- COVID
- FY 2024 Operating Budget

ADJOURNMENT

Jim Teter made the motion to adjourn to closed session. Lousie Sanders made the second.
No public input.

Cummins – Aye
Sanders – Aye
Chock – Aye
Krieger – Aye
Teter – Aye

MOTION CARRIED

The Oak Valley Hospital District meeting was adjourned to closed session at 5:49p.m.

RECONVENE TO OPEN SESSION

ANNOUNCEMENT OF CLOSED SESSION

Board meeting minutes – Approved

- July 13, 2023 – Regular Meeting
- July 21, 2023 - Special Meeting
- July 24, 2023 – Special Meeting
- July 31, 2023 – Special Meeting
- August 5, 2023 – Special Meeting

Medical Staff Credentials Report - Presented

President and C.E.O. Reports - Presented

- Personnel Issues & Updates – No Issues Reported
- Quality Dashboard - Presented
- Quality Updates – Scorecard & Risk Management Report - Presented

Liability Claims – Case #1.1732 – Claim Rejected

ADJOURNMENT

Jim Teter made the motion to adjourn the Board of Directors meeting. Louise Sanders made the second. No public input.

Cummins – Aye
Sanders – Aye
Chock – Aye
Krieger – Aye
Teter – Aye

MOTION CARRIED

The Board of Directors meeting was adjourned at 6:30p.m.

Recorder: Jill Andersen, Clerk of the Board.

APPROVED: _____
Louise Sanders, Secretary

DATE: _____