

**REGULAR MEETING OF THE BOARD OF DIRECTORS
OF OAK VALLEY HOSPITAL DISTRICT
OPEN SESSION
April 4, 2024, 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
Fran Krieger, Director

Staff

Matt Heyn, President and C.E.O.
Andres Arellano, M.D., Chief of Staff
Ann Croskrey, C.F.O.
David Rodrigues, V.P., C.O.O.
Sharon Watkins, R.N., V.P., Nursing Services
Will Pringle, V.P., Oakdale Nursing & Rehab. Center

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

No Public Comment read.

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
2. Approval of Administrative Policies
 - Use of Consent Law Manual – Retire (Medical Records)
 - Management of Patient Belongings (Patient Rights and Responsibilities)
 - Release of Patient Information to New Media – Retire (Privacy Officer)
3. Approval of Minutes –
 - March 7, 2024 – Regular Meeting

Louise Sanders 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 March 26, 2024 meeting.

Dr. Arellano, Chief of Staff requested 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.

FORMS

- i. Form0205 Interfacility Transfer Summary
- ii. Form0270 Kardex - RETIRE
- iii. Form0363 Brain Death Checklist for Determination and Declaration
- iv. Form0510 Physician Order Heparin Protocol
- v. Form0880 Insulin Drip protocol
- vi. Form0816 OR GI Lab Orders)
- vii. Form0819 Clinics Standing Orders
- viii. Form1001 Post Exposure Exposed Patient Orders
- ix. Form1002 Post Exposure Source Patient

POLICIES

Administrative Manual QRM / MS

- i. Clinical Practice Guidelines
- ii. Registering Public Complaints Against Physicians, Osteopaths, and/or Podiatrists

Central Service Manual

- i. Principles of Sterilization

Clinical Manual

- ii. Autopsy Criteria – replacing Coroners Cases
 - a. Coroners Cases RETIRE
- iii. Code Blue Medical Emergency (Adult)
- iv. Deep Vein Thrombosis (DVT) Pulmonary Emboli (PE) Prophylaxis
- v. Department of Nursing Services Statement of Philosophy and Purpose
- vi. Disinfecting IV Cap
- vii. Epidural & Intrathecal Pain Management]
- viii. Organ Tissue Procurement
- ix. Ordering and Collecting Therapeutic Drug Levels
- x. Nursing Practice Reference
- xi. Palliative Care Guidelines
- xii. Patient Referrals for Assessment by Interdisciplinary Team Members
- xiii. Pediatric Intravenous Saline Lock Therapy
- xiv. Postmortem Care

- xv. Pronouncement of Death by a Registered Nurse
- xvi. Provision for Continuity of Care
- xvii. Telephone Advice Calls -
- xviii. Transport and Placement of Patients Into Morgue

Diagnostic Imaging Manual

- i. Intravenous Contrast Media Guidelines

Engineering Manual

- i. Medical Equipment Management Program

GI Laboratory Manual

- i. Cleaning and Sterilization of Endoscopes
- ii. Cytology Assisting With
- iii. Equipment Check and Setup in the GL Lab (Endoscopic)
- iv. Leak Testing and Repair

Infection Control Manual

- i. Lotions Hospital Approved

Surgical Services Manual

- i. Environmental Cleaning In the Perioperative Setting

RETIRE POLICIES

Clinical Manual

- i. HIV Antibody Test Results – RETIRE
- ii. Insulin Infusion Protocol – RETIRE
- iii. Narcotic Administration and Recording – RETIRE
- iv. pHDrion Paper – RETIRE
- v. Preparation and Administration of Intramuscular Ceftriaxone – RETIRE
- vi. Resource Nurse Assignments – RETIRE

Clinical / Laboratory Manual

- i. Pediatric Patient Specimen Collection – RETIRE
- ii. Stool for Occult Blood – RETIRE

Clinical / Pharmacy Manual

- i. Adverse Drug Events Reporting Program – RETIRE

Emergency Department Manual

- i. Methotrexate for Ectopic Pregnancy in the Emergency Department – RETIRE

G.I. Laboratory Manual

- i. Nursing Service Objectives – RETIRE

Surgical Services Manual

- i. Maintenance and Repair of Patient Care Equipment – RETIRE

Edward Chock, M.D. made the motion to approve the March 26, 2024 Medical Staff Report. Jim Teter made the second. No public input.

Cummins – Aye

Teter – Aye

Sanders – Aye

Chock – Aye

Krieger – Aye

MOTION CARRIED

Financial Report for February 2024

Ann Croskrey, C.F.O. presented the February 2024 Financial Report. During February, the District posted a profit on operations before new hospital expenses of \$1.48 million dollars. The profit, including the new hospital expenses, the was \$1.021 dollars. The difference is the new hospital expenses of interest and depreciation.

As of the end of February, the year-to-date earnings before interest and depreciation, otherwise known as EBIDA, was 11.4%. Accounts receivable gross days were at 66 days and the days of cash on hand were at 38 days. The cash balances are lower than average as we sent out large intergovernmental transfers (IGT's) and are waiting for Federal matching and the return of the IGT's that typically occur in April and May. This week we received over \$15 million of IGT's with additional funds expected. Ms. Croskrey clarified the IGT pay-back process. Question arose regarding the ongoing matter of Medicare funds due to the hospital. Ann stated the funds have not been received and provided an update regarding the matter.

Jim Teter made the motion to approve the Financial Report for February 2024. Edward Chock, M.D. made the second. No public input.

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

MOTION CARRIED

CHAIR PERSON REPORT – Dan Cummins, Chair Person

Chair Person Comments

No Chair Person Report.

CHIEF EXECUTIVE OFFICER REPORT - Matt Heyn, President and Chief Executive Officer

Chief Executive Officer Report

Meditech Go-Live in ED

Going Live with electronic provider documentation via Meditech in the Emergency Department, which will enhance patient documentation and eliminate the use of T-sheet system, which was identified as one of the cost-saving measures. Still considering voice recognition software for Emergency Room Physicians.

Union Update

Received affirming votes from United Steel Workers unionized employees for both acute care and ONRC regarding the 1.5% wage adjustment (which equals an annual impact of approximately \$388,000), ending wellness incentive program, service awards to revert to previous amounts and cap of 100 hours of sick leave. Department heads, supervisors, managers, and VP/CEO are not subject to the 1.5% increase.

ONRC Survey and Resident Load

In March, there was an annual survey (first one in 5 years), which went exceptionally well with only 3 citations. To compare, the last survey identified 19. This highly positive survey is anticipated to improve our CMS Star Rating.

Regarding the growth side, on 3/1 ONRC had an initial census of 95 and by 3/29 the census was 104 residents. TCU continues to be a success with 80% occupancy for the month. Will Pringle, V.P., ONRC was able to locate Free lightly used equipment available through other facility closures.

Legislative Update

The Office of Health Care Affordability (OHCA) board met on March 25th to consider the staff-imposed 3% statewide spending target and the related stakeholder feedback. The Board did not formally adopt the target, but most board members expressed comfort with the 3% proposal, with possibility of moderate revisions. The final target will be adopted in April or May. This bill is targeting healthcare affordability, driving down the cost of healthcare so it is not inflating year after year. Mr. Heyn stated he is not necessarily in favor of this Bill but understands the need to provide affordability of products to the community we serve.

Strategic Map

The Administrative Team has begun developing a 3-year strategic map containing the following 4 Pillars:

- People
- Service
- Quality
- Finance/Growth

Each section is broken down into objectives then measurements of success. It will be a clear and concise single page document. Hoping to present this Map to the Board for approval at the next meeting.

Community Health Needs Assessment (CHNA)

The 3-year Community Health Needs Assessment has been completed. David Rodrigues, C.O.O. will be presenting this Assessment at today's Board meeting.

Andres Arellano, M.D., Chief of Staff complimented the Board and Mr. Heyn on successfully implementing the electronic provider documentation in the Emergency Department.

OVHD Human Resources Statistics Report – Ann Croskrey, CFO

Ann Croskrey, CFO provided and presented the OVHD Human Resources Statistics Report. This report contained February 2024 data and updates regarding the following areas:

- Beginning # of Vacancies
- Terminations
- Open Positions
- Positions Filled
- Ending # of Vacancies
- Terms & Hires by Title
- 2023 Turnover Rate

Setting General Prevailing Wage Rate; Required Annually per State Law - Resolution 2024-06

Recommendation for Board approval of Resolution 2024-06 - Setting General Prevailing Wage Rate.

Edward Chock, M.D. made the motion to approve Resolution 2024-06, Setting General Prevailing Wage Rate
Fran Krieger made the second. No public input.

Roll-Call by Jill Andersen, Clerk of the Board

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

MOTION CARRIED

Ratification of 1 Year Proposed United Steel Workers Union Contract for Oakdale Nursing & Rehabilitation Center Employees

Recommendation for Board approval of the 1-year United Steel Workers Union contract which includes a 1.5% wage increase for Oakdale Nursing & Rehabilitation Center Employees.

Jim Teter made the motion to approve the 1 Year Proposed United Steel Workers Union Contract for Oakdale Nursing and Rehabilitation Center as presented. Edward Chock, M.D. made the second. No public input.

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

MOTION CARRIED

Non-Union, Non-Supervising Wage Increases

Recommendation for Board approval of a 1.5% wage increase for Non-union, Non-Supervising employees.

Jim Teter made the motion to approve Non-Union, Non-Supervising Wage Increases as presented.
Louise Sanders made the second. No public input.

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

MOTION CARRIED

Community Needs Assessment Report and the Implementation Strategy of Community Needs Assessment Report – David Rodrigues, C.O.O.

David Rodrigues, C.O.O. presented for Board approval the 2024 Community Needs Assessment Report and the Implementation Strategy FY25-FY27 Report.

Jim Teter made the motion to approve the 2024 Annual Community Health Needs Assessment and Implementation Strategy of Community Needs Assessment FY25-FY27 as presented. Louise Sanders made the second. No public input.

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

MOTION CARRIED

ADJOURNMENT

Jim Teter made the motion to adjourn to Closed session. Edward Chock, M.D. made the second. No public input.

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

MOTION CARRIED

The Oak Valley Hospital District meeting was adjourned to closed session at 6:20p.m.

RECONVENE TO OPEN SESSION

ANNOUNCEMENT OF CLOSED SESSION

Board Meeting Minutes – Approved

- March 7, 2024 – Regular Meeting

Medical Staff Credentials Report - Approved

Chief Executive Officer Report – No Report

Public Employee Performance Evaluation – No Action Taken

Next Board of Directors meeting is scheduled on Thursday, May 2, 2024.

ADJOURNMENT

Jim Teter made the motion to adjourn the Board of Directors meeting. Edward Chock, M.D. made the second. No public input.

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

MOTION CARRIED

The Board of Directors meeting was adjourned at 7:40p.m.

Recorder: Jill Andersen, Clerk of the Board.

APPROVED: _____
Louise Sanders, Secretary

DATE: _____