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**Meeting of the Board of Directors
 Mark Twain Medical Center Classroom 5
 768 Mountain Ranch Rd,
 San Andreas, CA**

**Wednesday February 22, 2023
 9:00 am**

**Participation: In Person or by
 Zoom - Invite information is at the End of the Agenda**

Approved Minutes

Mark Twain Health Care District Mission Statement

“Through community collaboration, we serve as the stewards of a community health system that ensures our residents have the dignity of access to care that provides high quality, professional and compassionate health care”.

1. Call to order with Flag Salute:

Meeting called to order by Ms. Reed at 9:02am

2. Roll Call:

Member	In Person	Via Zoom/Phone	Absent	Time of Arrival
Linda Reed	x			
Debra Sellick	x			
Lori Hack		x		
Richard Randolph	x			
Johanna Vermelfoort	x			

Quorum: Yes

3. Approval of Agenda: Public Comment - **Action**

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 Minutes Feb. 22, 2023 MTHCD Board Meeting Approved Mar. 22, 2023

Motion to approve agenda by Ms. Sellick
Second: Ms. Vermeltfoort
Ayes: 5
Noes: 0

4. **Public Comment On Matters Not Listed On The Agenda:**

. Hearing none

5. **Consent Agenda:** Public Comment - **Action**

A. Un-Approved Minutes:

- Un-Approved Finance Committee Meeting for January 17, 2023:
- Un-Approved Board Meeting for January 25, 2023.

B. Resolution: (AB 361) Gov. Code Sect. 54953(e)(3) (AB 361 Expires Feb. 28, 2023):

- ◆ **Resolution 2023 - 02** Authorizing Remote - Extended Time To Teleconference: Meetings of the Board of Directors & Finance Committee (AB 361) for the Month of **Feb. 2023. AB 361 Expires Feb. 28, 2023**

Motion to approve Consent agenda and Minutes by Mr. Randolph
Second: Ms. Vermeltfoort
Ayes: 5
Noes: 0

C. Correspondence

- Anthem – CA Medicaid Health Plan – Les Ybarra, Pres. Letter 2-6-2023.
- Blue Mountain Coalition for Youth & Families. Letter 2-2-2023.

6. **MTHCD Reports:**

A. President's Report:

- **Association of California Health Care Districts (ACHD) Feb. 2023 Advocate:**

- **Meetings With MTHCD CEO:**

Met 3 times since last meeting. Discussed upcoming Strategic Planning

- **California Advancing & Innovating Medi-Cal Program (CalAim):**

Nothing to report.

B. MTMC Community Board Report:

Doug Archer: Board met Friday. Reviewed policies. Clinics are experiencing heavy volume. 52,000 patients seen at the clinics in January. The hospital met the budget for the month of January.

C. MTMC Board of Directors:

Meeting on Friday. Trying to coordinate joint Board meeting with MTMC Board and MTHCD Board.

D. Chief Executive Officer's Report:

- **General Comments:**

Strategic Planning March 10 from 8am- 5pm at Camps Restaurant in the Library. The Mental Health Services Act will be a topic at the Strategic Planning Meeting. Working to try and get tribal recognition for the Sheep Ranch Miwok Tribe on the Hospital Campus.

The County Behavior Health Services was given \$22 mil. To build a Behavior Health Building. They may rent 704 Mountain Ranch Road Suite 104 and/or 105. MTHCD is figuring out the costs of occupying the space.

- **Utilities - MTMC:**

The bid for the Window Project, Deide Construction came in at \$600,000 includes paint, exterior finish, etc. The bid is good until 3/31/23. The Board needs to decide if we will accept the bid or reject it. The Board decided to get another bid on the project and request the Deide bid expiration date be extended by 90 days until the Board can decide. Ca. Public Utility District offering a loan at 1% to help cover the costs. CEO to apply for loan.

The Solar Project proposal was between \$6mil - \$9 mil. It was decided that it will not be beneficial to go forward with this project at this time.

- **Strategic Planning & Projects Matrix:**
 - **Strategic Plan Meeting Agenda – March 10, 2023**

Meeting March 10, 2023

- **Hospital Deed Clarification:**

The Deed was revised to ensure that the Hospital could not be turned into a Skilled Nursing Facility at any time.

- **BHCIP – Update (Clinic Expansion):**
 - Construction Budget – (Attachment)

The application has been submitted. The budget is \$3,322,000. This includes Expanded parking and covering the existing pond. Should receive an answer by end of March or beginning of April 2023. Private donor to donate \$100,000 for the project. MTHCD needs to match at \$232,000.

- **VSH&W Center – Policies and Forms: Public Comment – Action**
 - Policies for February 2023 Valley Springs Health & Wellness Center:

New Policies

Dental Local Anesthesia Policy
Dental Fluoride Varnish Policy

Revised Policies

Billing Personnel - Organization
Cardiopulmonary Resuscitation/Basic Life Support
Disaster – Fire
Employee Health
Infection Control
Intramuscular Injections
Medi-Cal Eligibility Verification
Medical Records Release

Medication Administration
Medication Management
Response to Power Failure

Bi-Annual Review Policies (no changes to policy content)

Annual Review of Contracts
Billing Practices
Bomb Scare
Child Abuse Reporting
Disaster - Water Contamination
Disruption of Electrical Services
Domestic Violence Reporting Suspicious Injury Reporting
Drug Samples
Elder Or Dependent Adult Abuse Reporting
External Hazmat Incident
Extreme Temperatures
Fire Safety
Lapses Of Consciousness – DMV Reporting
Mass Casualty Response
Mission Statement

Motor Vehicle Accident Reporting
Operation During Internal Disaster
Patient Medical Record Content
Sensitive Services
Follow Up of Patients
Handwashing
Hazardous Waste
HIV Testing
Infection Control – Overview
Litigation (Potential)
Look-Alike Sound-Alike Medications
LVN Scope of Practice
Marketing
Medical Assistant Scope of Practice
Medical Records Forms And Fees
Security And Retention Of Medical Records
Medical Record Transfer
Medication Reconciliation
Medication Waste Stream
Medication, Supply, And Equipment Recalls/Warnings
Monitoring Inspection of Medication Inventory

Ms. Hack requested to have the Medical Records Release policy pulled from the approval for more review. Annual Review of Contracts has been pulled from approval for review.

Motion to approve Policies Listed minus Medical Records Release & Annual Review Of Contracts by Mr. Randolph

Second: Ms. Vermeltfoort

Ayes: 5

Noes: 0

- **Grant Report:**

Grant activity is steady. Applied for 2 new grants for Data Exchange.

- **District Foundation (Calaveras Wellness Foundation):**

Will have bylaws by March Meeting. The Board must choose 3 Directors for the Foundation in March. The Foundation should only meet about 3x per year.

- **Program Manager:**

E. VSHWC Quality Reports:

- **Quality – Jan. 2023:**

The VSHWC is finding new strategies to increase the Pediatric visits. The new pediatrician is working out great. 58% payor mix. 85 new patients in January. Taking potential dentist on tour of clinic next week. 6% no-show rate. That is the lowest since opening.

- **MedStatix – Jan. 2023:**

Provider satisfaction increased to 98%. Overall clinic patient satisfaction is at 95%.

7. Committee Reports:

A. Finance Committee:

- New Recommendation for Community Member: Public Comment – Action
 - Ms. Patricia Bettinger – Resume:

Motion to approve Patricia Bettinger for Finance Committee Community Member seat by Ms. Vermeltfoort

Second: Mr. Randolph

Ayes: 5

Noes: 0

- Financial Statements – Dec. 2022: Public Comment – Action

Kelly Hohenbrink recently reviewed the way we have been recording clinic revenue. He has come up with a new process for recording the revenue. You will see changes in the revenue going forward as we implement the process. Dec 2022 has been restated with the new process.

Motion to approve restated Dec 2022 Financials with I & R Report by Mr. Randolph

Second: Ms. Vermeltfoort

Ayes: 5

Noes: 0

- Financial Statements – Jan. 2023: Public Comment – Action

Dec vacations and holidays affect January revenue. We are still trying to access the USDA amortization schedule to split the principal and interest. Investments are looking extremely good.

Motion to approve Jan. 2023 Financials with I & R Report by Mr. Randolph

Second: Ms. Sellick

Ayes: 5

Noes: 0

B. Ad Hoc Policy Committee:

- MTHCD Policies Presented for 30-day Review on Jan. 25, 2023:
 - ◆ **Resolution 2023 - 03** To approve Listed Policies: Public Comment - **Action**
 1. MTHCD Policy 02 - Basis of Authority: Role of the Board of Directors:
 2. MTHCD Policy 17 - Authority & Responsibility of CEO Contracts & Bidding:
 3. MTHCD Policy 24 - Website Content & Social Media:
 4. MTHCD Policy 25 – Reserve Policy

Motion to accept Revised Policies listed by Mr. Randolph

Second: Ms. Sellick

Ayes: 5

Noes:0

D. Ad Hoc Personnel Committee:

Meeting on March 21, 2023

D. Ad Hoc Community Grants:

Nothing to Report

E. Ad Hoc Community Engagement Committee:

Met on Feb. 7, 2023. After Strategic Planning the committee plans to meet to follow up on Community Engagement.

F. Ad Hoc Real Estate:

- Review MOB Lease for 704:

Meeting today to research origin of CAM charges in question by MTMC.

8. Board Comment and Request for Future Agenda Items:

A. Announcements of Interest to the Board or the Public:

ACHD Meeting in Tahoe South Shore in September.

Strategic Planning March 10, 2023 at Camps Restaurant Library in Angels Camp.

9. Next Meeting:

- The next MTHCD Board Meeting will be Friday March 10, 2023 at 8am.
- The next MTHCD Board Meeting will be Wed. March 22, 2023 at 9am.

10. Adjournment: Public Comment – Action:

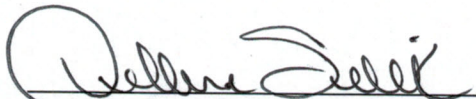
Motion to adjourn by Ms. Vermeltfoort

Second: Ms. Sellick

Ayes: 5

Noes: 0

Time: 11:13am


Debra Sellick, Secretary

Traci Whittington is inviting you to a scheduled Zoom meeting.

Topic: February 22, 2023 MTHCD Board Meeting

Time: Feb 22, 2023 09:00 AM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/88958445849?pwd=VzdHOGsyNTloWGdHTzhwTkx0Mm9XUT09>

Meeting ID: 889 5844 5849

Passcode: 596813

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+1 312 626 6799 US (Chicago)

+1 360 209 5623 US

+1 386 347 5053 US

+1 507 473 4847 US

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Effective - Mar 17, 2020.

California Gov. Gavin Newsom issued [Executive Order \(N-29-20\)](#), which, in part, supersedes Paragraph 11 of Executive Order (N-25-20) issued on Thursday. The new Executive Order excuses a legislative body, under the Ralph M. Brown Act, from providing a physical location for the public to observe and comment if certain conditions are met. A physical location does not need to be provided if the legislative body:

1. Holds a meeting via teleconferencing and allows members of the public to observe and address the meeting telephonically or otherwise electronically;
2. Implements a procedure for receiving and "swiftly resolving" requests for reasonable modification or accommodations from individuals with disabilities, consistent with the Americans with Disabilities Act, and resolving any doubt in favor of accessibility.

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3. Gives advance notice of the public meeting and posts agendas according to the timeframes and procedures already prescribed by the Brown Act (i.e., 72 hours for regular meetings and 24 hours for special meetings) and
4. Gives notice of the means by which members of the public may observe the meeting and offer public comment, in each instance where notice or agendas are posted.