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**Meeting of the Board of Directors
Wednesday February 27, 2019
7:30 am
Mark Twain Medical Center Classroom 2
768 Mountain Ranch Rd,
San Andreas, CA**

Agenda

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:**
- 2. Roll Call:**
- 3. Approval of Agenda: Action**
- 4. Public Comment on matters not listed on the Agenda:**

The purpose of this section of the agenda is to allow comments and input from the public on matters within the jurisdiction of the Mark Twain Health Care District not listed on the Agenda. (The public may also comment on any item listed on the Agenda prior to Board action on such item.) **Limit of 3 minutes per speaker.** The Board appreciates your comments however it will not discuss and cannot act on items not on the agenda.

- 5. Consent Agenda: Action**

All Consent items are considered routine and may be approved by the District Board without any discussion by a single roll-call vote. Any Board Member or member of the public may remove any item from the Consent list. If an item is removed, it will be discussed separately following approval of the remainder of the Consent items.

A. Correspondence:

- Stay Vertical Calaveras Thank You - Tina Karratti (Feb. 12, 2019)
- Stay Vertical Calaveras Thank You - Patty Pierce (Feb. 13, 2019)

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B. State Controller Financial Transaction Report 1-30-2019

C. Un-Approved Minutes:

- Un-Approved Special Finance Committee Meeting Minutes for January 16, 2019
- Un-Approved Special Board Meeting Minutes for January 30, 2019

6. MTHCD Reports:

A. Presidents Report:.....Ms. Reed

- **Association of California Health Care Districts (ACHD):**

B. Executive Director Report:Dr. Smart

- **VS H&W Center - Draft Policies:** Action

1. DRAFT Standardized Procedure for Visual Acuity Testing 111118
2. DRAFT Standardized Procedure for Urinalysis 111118
3. DRAFT Standardized Procedure for Strep A 111118
4. DRAFT Standardized Procedure for Pulse Oximeter 111118
5. DRAFT Standardized Procedure for Pregnancy Testing of Patients on Contraception 111118
6. DRAFT Standardized Procedure for Physical Examinations 111118
7. DRAFT Standardized Procedure for Hemoglobin Assessment 111118
8. DRAFT Standardized Procedure for Glucose Testing of Diabetic Patients 111118
9. DRAFT Standardized Procedure for Childhood Health Screenings 111118
10. DRAFT Standardized Procedure for Administration of Flu Shots 111118
11. DRAFT Withdrawal of Care 111218
12. DRAFT Visual Acuity 111218
13. DRAFT Venipuncture 111218
14. DRAFT Vaccine Administration 111218
15. DRAFT Urine Collection Clean Catch Male 111218
16. DRAFT Urine Collection Clean Catch Female 111218
17. DRAFT Urinary Catherization 111218
18. DRAFT Telephone Request for Medical Advice 111218
19. DRAFT Splints Ace Wraps 111218
20. DRAFT Sensitive Services 111218
21. DRAFT Shelter in Place for Patients and Staff 111918
22. DRAFT Patient with Urgent Complaint or Distress 111918
23. DRAFT Operation During Internal Disaster 111918
24. DRAFT Medication Management Response to Power Failure 111918
25. DRAFT Mass Casualty Response 111918
26. DRAFT Initial Patient Contact and Medical Emergencies 111918

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- 27.DRAFT Fire Safety 111918
- 28.DRAFT Extreme Temperatures 111918
- 29.DRAFT External Hazmat Incident 111918
- 30.DRAFT Emergency Situation Unresponsive Patient 111918
- 31.DRAFT Earthquake or Weather Emergency 111918
- 32.DRAFT Disruption of Electrical Service 111918
- 33.DRAFT Disaster Plan 111918
- 34.DRAFT Disaster - Water Contamination 111918
- 35.DRAFT Cardiopulmonary Resuscitation-Code Blue 111918
- 36.DRAFT Bomb Scare 111918
- 37.DRAFT Bioterrorism Threat 111918
- 38.DRAFT Alternate Communication in an Emergency Situation 111918
- 39.DRAFT Active Shooter 111918
- 40.DRAFT Standardized Procedure Urinalysis for Pregnant Patients 111118

- **Strategic Plan Matrix (Last Updated 12-1-2018):**
- **ACHD Board Self-Assessment:**
- **New Email Address:**
- **Personnel Manual - Change: Action**
- **Finance Committee Meeting Member:**

C. Corp. Board Report:.....Ms. Reed / Ms. Atkinson

D. Stay Vertical Calaveras:.....Steve Shetzline

E. Ad Hoc Real Estate:Ms. Reed / Ms. Al-Rafiq

- **Update on the Valley Springs Health & Wellness Center:**.....Dr. Smart
 - Construction:.....Dr. Smart
 - Project Manager:.....Pat Van Lieshout
 - Operations and Development:.....Dr. Smart
 - VS H&W Center Manager:
 - Physician Recruiting:
 - Employee Benefit and Wages:
- **Update on Valley Springs Property - Phase II:**.....Ms. Reed / Ms. Al-Rafiq

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7. Committee Reports:

A. Finance Committee:.....Ms. Atkinson / Ms. Radford

The Finance Committee was unable to meet in February therefore, financial statements are being presented here for the first time without Finance Committee review.

- Financial Update:..... Mr. Wood
- Financial Statements (Jan 2019) Recommendation-Approval: **Action**.....Ms. Atkinson
- Investment Activities:.....Mr. Wood
- Draft Reserve Policy No. 30: **Action:**.....Ms. Atkinson / Mr. Wood
- March meeting dates:

A. Ad Hoc Lease Review Committee:.....Ms. Reed / Ms Atkinson

B. Ad Hoc Policy Committee:.....Ms. Atkinson / Ms Al-Rafiq

C. Ad Hoc Community Grant:.....Ms. Radford / Ms. Sellick

8. Board Comment and Request for Future Agenda Items:

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

9. Next Meeting:

A. Wed. March 27, 2019

10. Closed Session:

A. Public Employee Performance Evaluation (Govt. C. sec. 54957). Title: Executive Assistant.

11. Reconvene to Open Session:

A. Report of Action taken (if any) in Closed Session:

12. Adjournment: **Action:**

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