



P. O. Box 95
San Andreas, CA 95249
(209) 754-4468 Phone
(209) 754-2537 Fax

**Meeting of the Board of Directors
Wed. July 22, 2020
9 am**

**Mark Twain Medical Center Classroom 5
768 Mountain Ranch Rd,
San Andreas, CA**

Three Participation Options:

**1. Tele-Conference Meeting:
Conference Call Information
(605) 475-2875 Code 4864697**

**2. In Attendance With The Following Guidelines:
Social Distancing (6 ft)
Face Covering is Required**

3. WebEx

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:

The meeting was called to order by President Lin Reed at 9:03 am

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Minutes – July 22, 2020 MTHCD Board Meeting Board Approved 8-26-2020

2. Roll Call:

Board Member	Present In Person	Present by Phone	Absent	Time of Arrival
Ms. Reed	X			
Ms. Atkinson			Resigned Effective 6-30-2020	
Ms. Sellick	X			
Ms. Al-Rafiq		X		
Ms. Toepel	X			

3. Approval of Agenda: Public Comment – Action

Public Comment: Hearing None

Motion: Ms. Toepel

Second: Ms. Sellick

Vote: 4-0

4. Public Comment on matters not listed on the Agenda:

San Andreas Rotary on potential fund raiser.

5. Consent Agenda: Public Comment - Action

A. Un-Approved Minutes:

- Un-Approved Finance Committee Meeting Minutes for June 24, 2020.
- Un-Approved Board Meeting Minutes for June 24, 2020.

B. Correspondence:

- Calaveras County Nov. 3, 2020 Election Deadlines (7-13-2020)

Public Comment: Hearing None

Motion: Ms. Al-Rafiq

Second: Ms. Sellick

Vote: 4-0

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6. MTHCD Reports:

A. President's Report:

- **Association of California Health Care Districts (ACHD):**
 - **ACHD July Advocate:** (pkt. pg. 19)
- **Meetings with MTHCD CEO:** On-going
- **Appointment of Interim MTHCD Treasurer:** Public Comment:

Dr. Smart: Policy 5.2 provides for the president to appoint committee chairs.

Ms. Reed: Ms. Atkinson moved out of state and resigned effective 6-30-2020 so Ms. Toepel was appointed as interim Treasurer.

B. MTMC Community Board Report:

Ms. Al-Rafiq: The Copper Clinic has been postponed to Oct. 2020 due to funds being diverted to COVID needs. Three new members were approved i.e.: Larry Smith, Tim Oskey, and Sal LoFranco. The committee is in the process of expanding the membership to 10.

C. MTMC Board of Directors:

Ms. Reed: The philanthropist position is being changed to 1 FTE manager.

D. Chief Executive Officer's Report:

- **Calaveras Mobile Health Collaborative (CMHC) – Update:**

Dr. Smart: With COVID needs taking precedence the group is experiencing a lack of labor so will likely shift to educating the senior population about telehealth.

- **July 29 – VSHWC – Meeting:**

Dr. Smart: Board members are invited to a surprise announcement at the Clinic at 4 pm on July 29th.

- **Thank You Ad- Dr Kelaita & Public Health Department:** Action:

Dr. Smart: Presented the idea of running an ad for Dr. Kelaita and the Calaveras Public Health Department for working so hard to keep Calaveras residents informed about COVID.

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Public Comment: Hearing None
Motion: Ms. Al-Rafiq
Second: Ms. Sellick
Vote: 4-0

- **Fund Raising Events During COVID:**

Ms. Reed: Suggested using a decision-making tree when approached to sponsor an event and to seek legal opinion on 1-day event liability insurance.

Board Members: Because of COVID the new trend in fund raisers is to do drive-thru events and thought the request(s) should be sent to the Grants Committee for consideration.

E. Stay Vertical Calaveras:

- **Stay Vertical Calaveras Survey Results:**

Mr. Shetzline: Due to COVID there are no in-person classes currently. Two instructors plan to video their classes to be added to our Facebook group page and posted to our web site. Stats show a remarkable improvement i.e.: Have you fallen before? Yes 14, No 19. Have you fallen since SVC? Yes 4, No 29. He is working with

- **Area 12 Agency on Aging - Fall Prevention Program:**

Ms. Stout: Has set a meeting to discuss expanding Stay Vertical Calaveras into all 5 counties.

Ms. Reed & Ms. Toepel plan to participate.

F. Valley Springs Health & Wellness Center:

- **Construction Finance:**

Dr. Smart: Diede Construction applied for 10% retainer (pkt. pg. 23, Row 32 Col E). The USDA loan payments has begun and will be paid each March and September.

- **VSHWC "Quality" Report: (MedStatix)**

Dr. Smart: Reviewed the excellent scores the Clinic staff are accomplishing in caring for our patients. (pkt. pg. 24-25).

- **Pharmacy – Room 400:**

Dr. Smart: With Ms. Pham met with Doug Oliver of the Calaveras Building Department and anticipate a permit will be available soon to start construction of Sunrise Pharmacy and Room 400 improvements.

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- **VS H&W Center – Draft Policies and Forms: Public Comment – Action**

- Policies - Valley Springs Health & Wellness Center:

Punctuation & Grammar Changes – Please Submit to District Office Staff.

1. Revised - Communicable Disease Reporting 071420
2. Revised - Flat Rate Fee Program 062420
3. Revised - Medical Records Security and Retention 052620
4. Revised - Registration of Established Patient 062420
5. Revised - Registration of New Patient 062420

Public Comment: Hearing None

Motion: Ms. Al-Rafiq

Second: Ms. Toepel

Vote: 4-0

G. Ad Hoc Real Estate:

- **Update on Valley Springs Property - Phase II:**

Ms. Stout: Is in the process of setting a meeting with all interested parties.

7. Committee Reports:

A. Finance Committee:

- **Financial Statements (June. 2020): Public Comment – Action**

Mr. Wood: Recapped the financials (pkt. pg. 38-56) and added the June financials will remain in draft form until the audit is completed starting in Oct. In the meantime, there will be changes made to that end. The Finance Committee will be reviewing a list of reserve allocations per District Policy # 30 then bring it to the Board for consideration. The Finance Committee decided to move their monthly meetings to Tues. one week prior to the Board Meeting (4th Wed. of the month).

Public Comment: Hearing None

Motion: Ms. Toepel

Second: Ms. Sellick

Vote: 4-0

B. Ad Hoc Policy Committee:

Ms. Sellick: Due to COVID and Ms. Atkinson leaving the area there has been no activity.

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C. Ad Hoc Personnel Committee:

Ms. Reed: No activity to report.

8. Board Comment and Request for Future Agenda Items:

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

B. Community Connection:

9. Board Vacancy:

A. Interviews:

Dr. Smart: Recapped the election guidelines for filling a Board seat per Gov. Code 1780 i.e.: The seat became vacant July 1, 2020 and the District has 15 days to notify the elections department of the vacancy and must appoint within 60 days or pay for a special election. After today's appointment the incumbent will need to file at the elections office to run in the Nov. 3 election. (pkt. pg. 17-18).

Board members acknowledged the excellent qualifications presented by each applicant.

- Candidate 1 - 10:30 - 10:50 am - Carol Beck Crosby
- Candidate 2 - 10:50 - 11:20 am - Lori Hack
- Candidate 3 - 11:20 - 11:40 am - Richard Randolph
- Candidate 4 - 11:40 - 12:00 am – Nancy Park Minkler

B. Final Deliberations:

C. Appointment by Vote: Public Comment - Action

Public Comment: Hearing None

Motion: Ms. Reed to appoint Ms. Hack

Second: Ms. Al-Rafiq

Vote: 4-0

Board members congratulated Ms. Hack and expressed how impressive each resume was then invited each of them to become a volunteer to assist the Board.

10. Next Meeting:

A. The next meeting will be Wednesday Aug. 26, 2020 starting at 9 am.

11. Adjournment: Public Comment – Action

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Public Comment: Hearing None
Motion: Ms. Al-Rafiq
Second: Ms. Toepel
Vote: 4-0
Adjournment 11:36 am


Debra Sellick, Secretary

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.
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.

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