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

**Wed. July 28, 2021  
 9:00 am**

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

**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:**

The meeting was called to order at 9:00 am by Ms. Sellick, Secretary.

**2. Roll Call:**

<b>Board Member</b>	<b>Present in Person</b>	<b>Present by Zoom</b>	<b>Arrival Time</b>
Ms. Reed			9:03 am
Ms. Sellick	X		
Ms. Hack	X		
Mr. Randolph	X		
Ms. Minkler	X		



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

Motion: To move Mr. Wood's report after President's report.

Second: Ms. Hack

Vote:

4-0

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

Hearing None

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

**A. Un-Approved Minutes:**

- Un-Approved Special Finance Committee Meeting Minutes for June 8, 2021
- Un-Approved Special Board Meeting Minutes for June 16, 2021.

**B. Correspondence:**

- Piper Garcia-Thank you- Ken McInturf Scholarship:
- Compliance Team Medicare Accreditation Survey to Dec. 2023 (Ltr. 6-22-2021)
- SA Sanitary District's 75<sup>th</sup> Celebration on July 8, 2021 - Thank You (7-16-2021)

Dr. Smart: (1.) Referenced the Medicare Accreditation Survey letter by the Compliance Team (TCT) (pkt. pg. 20) stating Exemplary Provider Standards for Rural Health Clinics. (Expires Dec. 8, 2023). (2) San Andreas Sanitary District (pkt. pg. 21) Mr. Randolph and Ms. Stout attended their 75<sup>th</sup> year Celebration. The MTHCD was founded in the same year.

Public Comment: Hearing None

Motion: Mr. Randolph

Second: Ms. Hack

Vote: 5-0

6. **MTHCD Reports:**

**A. President's Report:**

- **Committee Assignments for Board Members:** Public Comment – **Action**

Public Comment: Hearing None

Motion: Ms. Reed, having talked to each Board member made a recommendation (pkt. pg. 22).

Second: Mr. Randolph

Vote: 5-0



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

- ACHD July 2021 Advocate:

- ✓ Annual Meeting: Recover, Refocus & Adapt (Sept. 22-24) Olympic Valley

Ms. Reed: Reminded Board of ACHD annual meeting and that their expenses will be District paid. ACHD is working on the possibility to attend virtually.

- California Advancing & Innovating Medi-Cal Program (CalAIM) Funding:

Ms. Hack: The Governor approved funding. RFP (due 9-1-2021) to explain the plan. Expecting money for homeless, respite childcare etc. Blue Shield of CA Grant (\$75-150k) for behavioral health in primary care in underserved areas.

- **Meetings with MTHCD CEO:** Discussed current and future agenda items.

## **B. MTMC Community Board Report:**

Ms. Sellick: Will be joining the Oversight Committee of Dignity to decide how sterilization revenue will be allocated. They will meet in Oct: Gary Arvin has been promoted to VP of ancillary departments and is part of the "A" team.

## **C. MTMC Board of Director**

Ms. Reed: The Board meets later today: Mr. Archer, CEO/Pres. has been on staff for 2 yrs. and shows great leadership. Fiscal year-end census and finances were good: With CFO Chivers leaving Nikki Ochoa is the new CFO.

## **D. Chief Executive Officer's Report:**

- **District Projects Matrix – Monthly Report:**

Dr. Smart: There are plans to interview a Coordinator this week, consider expanding behavioral health program and hiring a hygienist.

- **Valley Springs Health & Wellness Center:**

- **Grant Schedule:**

Dr. Smart: District Staff continues to work on acquiring additional grant funding. Applications equal \$532k (+/-) and the district has received to date \$333k (+/-).



- VS H&W Center – Draft Policies and Forms: Public Comment – Action
  - Policies for June 2021 - Valley Springs Health & Wellness Center:

**NEW POLICIES**

Butane Storage and Handling - 241

**REVISED POLICIES**

BLS and ACLS Certification – 230

Cash Collections – 34

Employee Dress Code Guidelines - 224

Emergency Codes – 221

Incident Reports – 87

Informed Consent – 90

On-Call Program - 126

Cleaning Duties – 38

**BI-ANNUAL REVIEW POLICIES**

AED Use and Maintenance -182

Active Shooter - 6

Ambulatory Blood Pressure Monitor Testing – 225

Animal Bite-Reporting -11

Annual Clinic Evaluation -12

Appointment Notification -15

Appointment Rescheduling -16

AR Credit Balance Management – 4

Aseptic Procedure – 18

Billing for Services Provided Off-Site – 229

Generator Management – 154

Management of Dental Patient Urgent Issues – 232

Medical Staff Credentialing and Governance – 113

Provider on Site – 233

Quality Assurance Guidelines – 147

Quality Assurance & Continued Quality Improvement Plan – 148

Shelter in Place for Patients and Staff – 161

Supply Ordering – 183

Visitors and Relatives – 199

Public Comment: Hearing None

Motion: Ms. Hack

Second: Ms. Minkler

Vote: 5-0



## E. VSHWC Quality Reports:

- **Quality – June 2021 (Fiscal Year End):**

Dr. Smart: Referenced (pkt. pg. 89) July 2020 as having 848 patient visits and June 2021 having 1,460 patient visits as a measure of how well the Clinic is doing.

Ms. Terradista: The Clinic has 4,400 (+/-) patients, provides vaccinations and has good team-work. Today Calaveras Unified School District started their 2021-2022 school year in-person so Clinic was exceptionally busy getting students vaccinated.

- **MedStatix:** (pkt. pgs 90 & 91)

Ms. Terradista: Is pleased with “Respected by Scheduling Staff and Check-out Staff” results in addition to Providers “Listening Carefully” scores.

**F. Stay Vertical Calaveras:** Mr. Shetzline: On vacation:

## 7. Committee Reports:

### A. Finance Committee:

- Financial Statements – June 2021: Public Comment – **Action**

Mr. Wood: Referenced the June 2021 financials are in DRAFT form and will continue to be until the audit is completed later this year. He still needs information on fixed assets. The true-up for Calaveras County property tax (Period 13) is due anytime and he expects it to be good. Some budget items were a guess but is improving as the Clinic has “experience” to put in the next budget.

Public Comment: Hearing None

Motion: To accept and file June 2021 draft financials including Reserve and Investment Report by Mr. Randolph

Second: Ms. Hack

Vote: 5-0

- **Resolution 2021-05** MTMC Foundation: Public Comment – **Action**

- Provide Partial Grant Funding \$300k - Copperopolis Family Medical Center:

Dr. Smart: **Resolution 2021-05** is to compliment the Donation Agreement (pkt. pg. 103-106) signed on June 16, 2020 for the Partial Grant Funding of the Copperopolis Family Medical Center.

Public Comment: Hearing none.

Motion: Ms. Hack

Second: Ms. Minkler

Vote: 4-0 Mr. Randolph recused himself as he's on the MTMC Foundation Board.



- **Resolution 2021-06** MTMC Foundation: Public Comment – Action

- Provide Grant Funding \$328k - Mutually Agreed Upon Project:

Dr. Smart: Recapped the motion (he introduced) to the lease negotiating team offering a \$1 million gift to the MTMC Foundation by the District. Dignity agreed to match the \$1 million gift in the lease agreement that was signed May 2019. To date the District has provided \$372k for MTMC mammogram equipment, \$300k (see above Resolution 2021-05) for the Copperopolis Family Medical Center and now **Resolution 2021-06** represents the remainder (\$328k) for a Board approved special project. This agreement puts \$2 million into Calaveras County health care.

Mr. Archer, CEO/Pres. Will provide a list of the MTMC’s top four projects, by priority, including due dates for the Finance Committee to consider and recommend to the Board by Dec. 4th equaling \$328k.

Public Comment: Hearing none.

Motion: Ms. Hack

Second: Ms. Sellick

Vote: 4-0 Mr. Randolph recused himself as he’s on the MTMC Foundation Board.

Mr. Archer: Anthem Update – As of July 16<sup>th</sup> Dignity is not in the network. Negotiations are friendly and continue but are still far apart. With grant funds they plan to push out vaccination education as 99% of deaths and those hospitalized are not vaccinated. Delta variant is affecting the younger population so a concern with school starting today. The percentage of hospital staff that are vaccinated is very low. They will continue to test.

**B. Ad Hoc Policy Committee:**.....Ms. Sellick / Ms. Hack

- **Resolution 2021-04** – Change in MTHCD Board Policies (30-day Posting):

- District Policy # 10 - Conduct of Meetings:
- District Policy # 11 - Minutes, Resolutions and Closed Session Minutes:
- District Policy # 23 - Request for Public Funds, Community Grants/Sponsorships:

**C. Ad Hoc Personnel Committee:**

Ms. Reed: The Committee will meet Aug. 11<sup>th</sup> to review the draft personnel manual



**D. Ad Hoc Grants Committee:**

Ms. Sellick: Will revisit when considering the next budget The mental health is at 23% at the hospital.

Dr. Smart: Suggested a workshop might be in order to invite partners including mental health for kids.

**8. Board Comment and Request for Future Agenda Items:**

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

- Calaveras Grown Farmers Market (Gov. Center) Opens in June each Thurs. 4-6 pm: Let Staff know when you can volunteer.
- Angels-Murphys Rotary Shrimp & Pasta Feed - Benefits Several Organizations Aug. 21, 2021 [info@angelsmurphysrotary.org](mailto:info@angelsmurphysrotary.org):
- Bear Valley Music Festival was a success.

**9. Next Meeting:**

**A.** The next meeting was to be Wednesday Aug 25, 2021 at 9am. But changed to Aug 27<sup>th</sup> to accommodate the Copper Clinic Opening.

**10. Adjournment: Public Comment - Action**

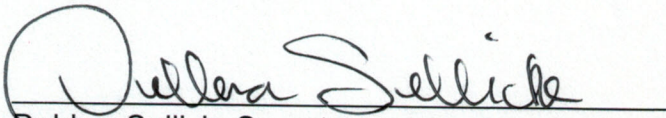
Public Comment: Hearing None

Motion: Ms. Hack

Second: Ms. Minkler

Vote: 5-0

Time: 10: 59 am

  
Debra Sellick, Secretary



**Peggy Stout is inviting you to a scheduled Zoom meeting.**

**Topic: 2021-07-28 MTHCD Board Meeting**

**Time: Jul 28, 2021 09:00 AM Pacific Time (US and Canada)**

**Join Zoom Meeting**

**<https://us02web.zoom.us/j/81339117023?pwd=dThKYkM4em1MNUhKd3ZlTTF1ZHJaZz09>**

**Meeting ID: 813 3911 7023**

**Passcode: 041226**

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**Find your local number: <https://us02web.zoom.us/j/kbvj3sCrPp>**

- 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.