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**Meeting of the Board of Directors
Wed. March 25, 2020
9:30 am
Mark Twain Medical Center Classroom 5
768 Mountain Ranch Rd,
San Andreas, CA**

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

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:

9:32 am by President Lin Reed.

2. Roll Call:

Board Member	Present	Absent	Excused	Time Arrived
Ms. Reed	X			
Ms. Atkinson	X			
Ms. Sellick	X			
Ms. Al-Rafiq	X			
Ms. Toepel	X			
Totals	5-0			

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3. Approval of Agenda: Public Comment - Action

Dr. Smart: Requested adding a COVID update.

Ms. Al-Rafiq - Motioned as amended:

Ms. Toepel – Second

Motion passed 5-0

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

Hearing None:

5. VS H&W Center – Draft Policies and Forms: Public Comment – Action.....Dr. Smart

- Policies - Valley Springs Health & Wellness Center:

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

1. Revised - Abnormal Vital Signs
2. Revised - Adverse Drug Reaction
3. Revised - After Hours Telephone Management
4. Revised - Alternate Communications in an Emergency Situation
5. Revised - Appointment Scheduling
6. Revised - Bioterrorism Threat
7. Revised - Co-Signature of Mid-Level Practitioner Medical Records
8. Revised - Conflict of Interest
9. Revised - Critical Value Notification
10. Revised - Demonstrated Competency
11. Revised - Earthquake or Weather Emergency
12. Revised - EKG
13. Revised - Emergency Ambulance Transfer
14. Revised - Emergency Medications and Supplies
15. Revised - Equipment Management
16. Revised - Exam Table and Exam Room Cleaning and Disinfecting
17. Revised - Exposure Control Plan
18. Revised - Fluoride Varnish for Medical Pediatric Patients
19. Revised - Formulary
20. Revised - Laboratory Electrical Safety
21. Revised - Late Arriving Patients
22. Revised - Laundry and Linen
23. Revised - Liquid Nitrogen
24. Revised - Management of Referral Requests
25. Revised - On Call Program
26. Revised - Processing X-Ray Requests
27. Revised - Radiation Safety and Protection Program
28. Draft - Reference Resources

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29. Revised - Registering Patient Complaints
30. Revised - Staff Meetings
31. Revised - Standardized Procedure for Physical Examination
32. Revised - Sterile Field
33. Revised - Storage, Handling, and Delivery of Medications
34. Revised - Transfer of a Patient to a Hospital
35. Revised - Waived Testing Blood Glucose
36. Draft - Waived Testing Fecal Occult Stool
37. Revised - Waived Testing Hemoglobin
38. Revised - Waived Testing Hemoglobin A1C
39. Revised - Waived Testing Influenza A and B (pending review)
40. Revised - Waived Testing LeadCare II
41. Revised - Waived Testing Urinalysis Using Siemens Analyzer
42. Revised - Incident Reports 021820
43. Revised - Waived Testing Strep A Direct Rapid Testing 022120
44. Revised - Policy Manual Signature Page
45. Organization Chart

Item 7. Revised – Co-Signature of Mid-Level Practitioner Medical Records – Punctuation & Grammar Change.

Item 44. Revised – Policy Manual Signature Page – To be updated and signed by Board, CEO, FNP-C, Mgr. & Consultant.

Public Comment: Hearing None

Ms. Atkinson - Motioned as amended:

Ms. Sellick – Second

Motion passed 5-0

Dr. Smart: Briefed the Board on the latest COVID information.

6. Next Meeting:

A. The next meeting will be Wednesday April 22, 2020 starting at 9 am.

7. Adjournment: Public Comment – Action

Public Comment – Hearing None:

Ms. Sellick - Motioned to adjourn at 10:02 am:

Ms. Al-Rafiq – Second

Motion passed 5-0

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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. [H]olds 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.



Debbie Sellick, Secretary

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