



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

**Meeting of the Board of Directors  
 Wed. May 26, 2021  
 9:00 am  
 Mark Twain Medical Center Classroom 5  
 768 Mountain Ranch Rd,  
 San Andreas, CA**

**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:**

Meeting called to order by Lin Reed at 9:01am.

**2. Roll Call:**

	<b>In Person</b>	<b>Via Zoom/Phone</b>	<b>Absent</b>	<b>Arrival Time</b>
<b>Lin Reed</b>	X			
<b>Debbi Sellick</b>	X			
<b>Lori Hack</b>	X			
<b>Richard Randolph</b>	X			

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

Public Comment: Request to move item 7A on the agenda to slot 5B by Ms. Reed.

Motion: Mr. Randolph

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 Finance Committee Meeting Minutes for April 20, 2021.
- Un-Approved Board Meeting Minutes for April 28, 2021.
- Un-Approved Special Board Meeting Minutes for April 30, 2021

Public Comment: None

Motion: Mr. Randolph

Second: Ms. Hack

Vote: 4-0

#### **6. MTHCD Reports:**

##### **A. President's Report:**

- Association of California Health Care Districts (ACHD):

- ACHD May 2021 Advocate:

ACHD is holding their Annual Conference in Squaw Creek Sept 22-24<sup>th</sup>. Also working on offering a virtual option

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

Working on new budget allocations. Updates to come next month.

- Meetings with MTHCD CEO:

Topic discussed with CEO include the Budget Process, Funding Opportunities and Vaccination Clinic updates.

- Vacant Board Seat Interviews & Oath of Office: Public Comment: **Action**
  - Sandra Buecher, PT, DPT, MBA
  - Nancy Park Minkler, Esq.
  - Administer Oath of Office to New Board Member: Nancy Minkler took the oath.

Public Comment: None

Motion: Nominate Nancy Minkler for open Board seat by Ms. Reed

Second: Ms. Hack

Vote: 4-0

(Ms. Minkler was sworn in to change voting members to 5)

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

Mr. Randolph: Providers/Nurses are 100% vaccinated. Other staff are 50% vaccinated. MTMC is focusing on enhancing services and patient care.

#### **C. MTMC Board of Directors:**

Copperopolis Clinic is not slotted to open until the end of June 2021. Computer chips needed to run a lot of the equipment are out of stock which is causing the major delay in opening.

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

- District Projects Matrix (Last Updated 5-17-2021) – Monthly Report:

Dr. Smart: (See packet page 39)

The red-letter items have been newly added to the Matrix report.

- Valley Springs Health & Wellness Center:
  - Vaccination Hub (COVID - 19):  
VSHWC sent in request to start Vaccination Clinic in Jan 2021. We have finally been able to start the vaccinations. VSHWC have held 2 clinic days so far. One on Thursday and again on Saturday. Emails targeting patients of VSHWC are going out currently.

- Organizational Chart: Public Comment: **Action**  
Undated to show Behavior Health in its own grouping. Request to add Compliance/Risk management Groups to Organizational Chart (see Packet Page 40)

Public Comment: None

Motion: To approve with requested changes by Ms. Hack

Second: Ms. Sellick

Vote: 5-0

- VS H&W Center – Draft Policies and Forms: Public Comment – **Action**
  - Policies for May 2021 - Valley Springs Health & Wellness Center:  
Punctuation & Grammar Changes – Please Submit to District Office Staff.

#### **Revised Policies**

Credit Card on File 219

List of Services 99

Medical Director Direction of Practitioners in the Clinic 108

Narcotics 123

No Show 227

Non-Discrimination 125

#### **Bi-Annual Review Policies**

Abnormal Vital Signs 1

Accounts Payable 2

Adverse Medication Reaction 7

After Hours Telephone Management 8

Answering A Phone Call 14

Appointment Scheduling 17

Bioterrorism Threat 26

Communication with Persons with Limited English Proficiency 41

Co-Signature of Mid-Level Medical Records 39

Expedited Partner Therapy for STDs 70

Holter Monitor Testing 225

Initial Patient Contact and Medical Emergencies 91

Medication Management – Storage of Multi-Use Containers 116

Organization of Nursing Personnel 128

Patient with Urgent Complaint or Distress 135

Threatening Or Hostile Patient 187  
Volunteer Deployment 201  
Waived Testing CoaguChek XS PT 208  
Waived Testing Hemoglobin 205  
Waived Testing Influenza A and B 207  
Waived Testing LeadCare II 209

Public Comment: None  
Motion: Mr. Randolph  
Second: Ms. Hack  
Vote: 5-0

**E. VSHWC “Quality” Report: (MedStatix):**

Ms. Terradista: (see Packet Pages 90-92)  
Working on communication. Will add MedStatix report to June Board Packet.

**F. Stay Vertical Calaveras:**

Mr. Shetzline: The program is up and running at capacity. 25 People in Valley Springs program, with is the limit. Murphys is service 20 people. Starting classes in Rancho Calaveras soon.

**7. Committee Reports:**

**A. Finance Committee:**

- 2020 Annual Audit: - Public Comment – Action

Mr. Jackson: The starting up of the clinic is partially responsible for the delay in audit report. Auditor Opinions states “In our opinion the financial statements referred to above present fairly, in all material respects, the financial position of the District at June 30, 2020 and 2019, and the results of its operations and its cash flows for the years the ended, in conformity with accounting principles generally accepted in the United states of America.:

Public Comment: None  
Motion: to approve 2019-2020 Audit by Ms. Minkler  
Second: Mr. Randolph  
Vote: 5-0

- Financial Statements – Apr. 2021: Public Comment – Action

Mr. Wood: Financial Transaction Report (FTR) has been submitted and approved. The Balance Sheet shows a strong cash position.

Public Comment: None

Motion: To approve April Financials and Interest & Reserve Report by Mr. Randolph

Second: Ms. Hack

Vote: 5-0

- Budget: (2021-2022) Draft:

Still trying to figure out the Hospital lease into the Budget. It is not complete and needs more review. Will present at June Board Meeting for approval.

- Career Technical Education - Medical Program (CCOE):

(See Packet Pages 130-141)

This Program is designed to address Health Care Professional Shortages and Extend Educational Career Pathway Opportunities.

Looking to develop Public/Private Partnerships. Needing to add staff member

## B. Ad Hoc Policy Committee:

- Mark Twain Health Care District Policies: Public Comment - Action

- ❖ Policy # 5 Committees of the Board: Public Information Officer: Auditors:

- ❖ Policy # 6 Board Meetings: Location, Time, Date, & Quorum:

- ❖ Policy # 7 Attendance at Meetings:

- ❖ Policy # 25 Reserve Policy:

- ❖ Policy # 27 Credit Card

- Resolution 2021-03 – Review / Change(s) to MTHCD Board Policies:

- ❖ **Resolution 2021-03:** Public Comment – Action

Public Comment: None  
Motion: Mr. Randolph  
Second: Ms. Hack  
Vote: 5-0

**C. Ad Hoc Personnel Committee:**

No new information to report.

**D. Ad Hoc Grants Committee:**

Met with Career Technical Education Group.

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

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

- The Party to GO-GO: Calaveras Youth Mentoring Sat. June 19<sup>th</sup> Drive-Thru Dinner:
- Calaveras Grown Farmers Market (Gov. Center) Opens in June each Thurs. 4-6 pm: Let Staff know when you can volunteer.

**B. Community Connection:**

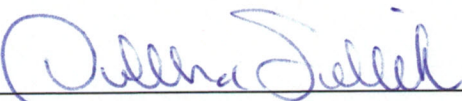
Celebration of life for Lewis Steele being held at the Pickle Patch in San Andreas from 12-5pm on Sunday, May 30<sup>th</sup>.

**9. Next Meeting:**

**A.** The next meeting will be Wednesday June 16, 2021 at 9am.

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

Public Comment: Hearing None  
Motion: Mr. Randolph  
Second: Ms. Minkler  
Vote: 5-0  
Time: 11:18am.

  
\_\_\_\_\_  
Debra Sellick, Secretary

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

**Topic: May 26, 2021 MTHCD Board Meeting**

**Time: May 26, 2021 09:00 AM Pacific Time (US and Canada)**

**Join Zoom Meeting**

**<https://us02web.zoom.us/j/85732246291?pwd=L2NaTXBFZk91ZmInYXILRVERUGVBdz09>**

**Meeting ID: 857 3224 6291**

**Passcode: 411504**

**One tap mobile**

**+16699006833,,85732246291#,,, \*411504# US (San Jose)**

**+13462487799,,85732246291#,,, \*411504# US (Houston)**

**Dial by your location**

**+1 669 900 6833 US (San Jose)**

**+1 346 248 7799 US (Houston)**

**+1 253 215 8782 US (Tacoma)**

**+1 929 205 6099 US (New York)**

**+1 301 715 8592 US (Washington DC)**

**+1 312 626 6799 US (Chicago)**

**Meeting ID: 857 3224 6291**

**Passcode: 411504**

**Find your local number: <https://us02web.zoom.us/u/kcoKMr20k9>**

- 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.