



## MOUNTAIN COMMUNITIES HEALTHCARE DISTRICT

### **MEETING MINUTES REGULAR BOARD MEETING**

**July 27th, 2010**

Trinity Hospital – Board Room  
Weaverville, California

#### DISTRICT BOARD MEMBERS

<b>CAROL BETHKE</b> Clerk of the Board	<b>JERRY H. COUSINS</b> Member	<b>MATTHEW HUDSON</b> President	<b>MARY NIXON</b> Vice President	<b>CLARENCE ROSE</b> Treasurer
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Note: These minutes contain a description for each item to be considered. Supporting documentation is available in the public packet at the Board meeting or at the Administrative Office at Trinity Hospital.

#### District Board Members Present:

Matthew Hudson, President  
Jerry H. Cousins, Member  
Carol Bethke, Clerk of the Board  
Clarence Rose, Treasurer  
Mary Nixon, Vice President

#### Staff Present:

Rachael Hartman, Executive Assistant  
Jeanne Silvers, Health Information Manager  
Jennifer Van Matre, Director of Accounting  
Jane Trott, Coordinator of Risk Management  
Tamarra Harris, Director of Human Resources  
Michelle Lonn, Administrative Assistant  
Alethea Lyon, Director of Patient Financial Services  
Diane Rieke, Chief Nursing Officer

**6:00 PM**

#### **CALLS MEETING TO ORDER IN OPEN SESSION**

**Public Input:** - No public input was received.

**Discussion Item:** Parcel Tax and Presentations by “The Lew Edwards Group”  
**Reports**

#### **Employee of the Month - March**

##### **Michelle Lonn**

Michelle, as patient registration representative in Admissions is our employee of the month for July. She is dedicated employee who has rotated through the clinics on a moment's notice during staff shortages. She also actively participates in many community events.

In the past week, Michelle has joined the HR Department as Administrative Assistant.

**Medical Staff Report**

Received a written report from Dale Stemple, MD, Chief of Staff regarding activities of the Trinity Hospital Medical Staff

**Chief Executive Officer**

Received report from Thomas Pyper, CEO on the current operations of the hospital.  
Other items discussed in addition to the written report were:

- None

**Chief Financial Officer**

Received report from Thomas Pyper, CEO on the current financial status of the hospital.

**Chief Nursing Officer**

Received written report from Diane Rieke, RN, CNO, on the current status of the nursing departments

**Revenue Cycle**

Received report from Alethea Lyon, Director of Patient Financial Services on the current status of revenue cycle management and the accounts receivable (AR) project.

**Continuous Quality Improvement**

Received report from Jane Trott, RN, Coordinator of Quality/Risk Management regarding quality improvement.

**Consent Agenda**

On Motion of Director Cousins seconded by Director Bethke approves the following consent items:

- a. Approve Minutes from June 22, 2010
- b. Approve Manuals
- c. Approve Standards
  - a. Equipment Warranties and Operations Manuals
  - b. Ordering and Receiving Medications
  - c. Schedules – Licensed Nurse A.M. Shift
  - d. Charge Sheet Completion

The motion passed with the following voice vote:

Ayes: Jerry H. Cousins; Carol Bethke; Matthew Hudson; Clarence Rose,  
Mary Nixon  
Noes: None  
Absent: None  
Abstain: None

**Discussion Items**

None

**Action Items**

- a. Items removed from the Consent Calendar

None

- b. Approve Response to the 2009-2010 Trinity County Grand Jury Report

On motion of Director Rose seconded by Director Bethke approves response to Trinity County Grand Jury Report as follows:

The MCHD Board of Directors Grand Jury response to recommendation number 3,4,5,6 and 8 is “The MCHD Board of Directors will respectfully take this recommendation to implement the second sentence under advisement”

The motion passed with the following voice vote:

Ayes: Jerry H. Cousins; Carol Bethke; Matthew Hudson; Clarence Rose,  
Mary Nixon  
Noes: None  
Absent: None  
Abstain: None

- c. Approve schedule for Board of Directors meetings 2010

On motion of Director Cousins seconded by Director Bethke approves the schedule for Board of Directors meetings 2010 as amended;

<u>Date</u>	<u>Time</u>	<u>Place</u>	<u>Venue</u>
September 21, 2010	6:00pm	Hayfork	To be decided
October 26, 2010	6:00pm	Hyampom	To be decided
November 16, 2010	6:00pm	Trinity Center	To be decided
December 21, 2010	6:00pm	Lewiston	To be decided
January 25, 2010	6:00pm	Junction City/Big Bar	To be decided

The motion passed with the following voice vote:

Ayes: Jerry H. Cousins; Carol Bethke; Matthew Hudson; Clarence Rose,  
Mary Nixon  
Noes: None  
Absent: None  
Abstain: None

**Board Reports**

- a. President of the Board  
President Hudson reported that Director Rose and Director Hudson terms are up and they will be filing for their seats on the Board of Directors.
- b. Board Member Reports

Director Nixon reported that she is handing in her resignation as a board member, effective immediately. She is resigning for personal reasons and stated what an honor it has been to work with such a wonderful and caring board of directors.

Director Cousins reported the bladder scanner has arrived that was purchased through the Foundation via the grant received from the McConnel Foundation. It will be put into service at the hospital soon. Director Cousins also stated the Foundation awarded the Thurnald Hinson Memorial Scholarship Fund to Vanessa DeMoss, a Registered Nurse with Trinity Hospital, to further her nursing education. Trinity County has now cleared with the State and hopefully the Foundation can move forward with the feasibility study for the land donation in Hayfork.

On motion of Director Bethke seconded by Director Hudson approves the resignation of Director Nixon, effective immediately

The motion passed with the following voice vote:

Ayes: Jerry H. Cousins; Carol Bethke; Matthew Hudson; Clarence Rose,  
Mary Nixon  
Noes: None  
Absent: None  
Abstain: None

### **Close Public Session**

### **Closed Session**

The Board entered into closed session at 7:50 p.m. on the following:

- QUALITY IMPROVEMENT/RISK MANAGEMENT  
Government Code Section 54962; Health and Safety Code  
Section 32155
- MEDICAL STAFF PRIVILEGES  
Government Code Section 54962; Health and Safety Code  
Section 1461

The Board came out of Closed Session at 8:07 p.m. and immediately reconvened in Open Session.

President Hudson reported that the Board reviewed the recommended actions on Medical Staff Privileges.

On motion of Director Bethke seconded by Director Hudson approves the following appointments, reappointments, and resignations from the Medical Staff:

- |                        |                    |             |                     |
|------------------------|--------------------|-------------|---------------------|
| • Gabriella Morris, MD | Emergency Medicine | Consulting  | Resignation         |
| • Julie Helms-Shue, MD | Emergency Medicine | Provisional | Initial Appointment |

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• Shanna Spiller, PA	Family Practice	Provisional	Initial Appointment
• Joshua Morais, MD	Teleradiology	Consulting	Reappointment
• Keliddari Farhad, MD	Teleradiology	Consulting	Reappointment
• Michael Novak, PH	Family Practice	Provisional	Reappointment
• Bruce Deas, MD	Emergency Medicine	Consulting	Resignation
• Andrea McCullough, MD	Emergency Medicine	Consulting	Resignation
• Greg Greenberg, MD	Teleradiology	Consulting	Resignation
• Dan Bolton, MD	Teleradiology	Consulting	Resignation
• Jane Bowen-Williams, MD	Teleradiology	Consulting	Resignation

The motion passed with the following voice vote:

Ayes: Jerry H. Cousins; Carol Bethke; Matthew Hudson; Clarence Rose,  
 (Director Nixon resigned and did not attend the closed session)  
 Noes: None  
 Absent: None  
 Abstain: None

**Adjourn:**

There being no further business, the meeting was adjourned at 8.09 p.m.

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Matthew L. Hudson, President

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Carol Bethke, Clerk of the Board