



Mark Twain Health Care District

MINUTES Regular Meeting of the Board of Directors

Mark Twain HealthCare District

Wednesday, December 4, 2013
7:30 a.m. Classroom 2
768 Mountain Ranch Road
San Andreas, California

1. Call to Order and Roll Call

Per Roll Call the following Mark Twain HealthCare District Members were present:

Lin Reed
Robert Campana
Peter Oliver, MD
Randy Smart, M.D.
Ken McInturf

Determining that a quorum was present, at 7:30 a.m. Chairman Lin Reed called the Mark Twain HealthCare District monthly meeting to order.

2. Approval of Agenda

Dr. Oliver motioned to approve the Agenda of the December 4, 2013 meeting of the Mark Twain HealthCare District Board; it was seconded by Dr. Smart and approved by a vote of 5 in favor, 0 opposed.

3. Public Comment

None

Consent Calendar

Approval of the October 30, 2013 Minutes

ACTION:

Dr. Smart motioned to approve the Minutes of the October 30, 2013 of the Mark Twain HealthCare District Board; it was seconded by Mr. McInturf and approved by a vote of 5 in favor, 0 opposed.

Public Comment

None

UNFINISHED BUSINESS

1. Construction Update at Suites 103-105

Mr. Doss stated that the State has requested that suites 103-105 be inspected to insure that all OSHPOD standards are met. Larry Cornish, V.P., COO, is currently working with them to identify any needs and obtain a quote for any necessary changes. It is anticipated that a bid will be completed by January 2014.

2. Real Estate Update

Dog Town Road:

- Mr. Doss is currently awaiting the Planning Commission Meeting in January 2014. An exact date has not yet been calendared; however, Mr. Doss will follow up after the holidays to inquire about a scheduled date. Following the Planning Commission Meeting, it will be necessary to go to the City Council meeting. After discussion, it was agreed that it would be beneficial for members of the MTHCD and the community to attend the meeting when the new Clinic will be discussed in order to show strong community support of the project.
- Mr. Doss spoke with Dave Hanham Planning Director, Angels Camp December 3, 2014 and was notified that there was no update from Cal Trans regarding the Dog Town Road intersection investigation.

3. Telehealth Update

- Dr. Smart provided an update on the three arms of the Telehealth robots (Telestroke, Tele ICU and Outpatient). The ICU program has been operating for 2 weeks with great success.
- Dignity Health and MTMC will support the hiring of an RN to assist with the Telehealth program. The RN will job share with Mercy Hospital Telehealth program. The interview process is underway.

- A Memorandum of Understanding will be drafted between MTMC and MTHCD to establish invoicing/payment guidelines for the Telehealth services provided to patients.

NEW BUSINESS

4. Audit Presentation

Rick Jackson, TCA Partners, LLP, reviewed the Audit provided (pages 7-21). He stated that the Audit was “clean & smooth” with no irregularities. It was suggested that the aging uncashed checks be researched. If the payee can not be located and the check remains unclaimed, then they should be posted in the local newspaper as a final effort to identify the payee, and if unclaimed, the amount can be listed as “Unclaimed Property”.

After discussion, the Board agreed that a policy should be drafted to establish the proper procedure for Unclaimed Property.

ACTION:

Dr. Smart made a motion to request the Finance Committee to develop a policy and procedure for “Unclaimed Property”, and submit to the Board for review and approval; it was seconded by Mr. McInturf and approved by a vote of 5 in favor, 0 opposed.

The Board requested that Mr. Jackson prepare a comparison of 6-7 other District that have similar operations to MTHCD, and present to the Board for the purpose of comparison. Mr. Jackson stated that he could complete the report within 2-3 months.

ACTION:

Dr. Smart made a motion to request TCA Partners to provide a proposal on District comparisons for consideration by the MTHCD at the January 2014 meeting; the motion was seconded by Mr. McInturf and passed by a vote of 5 in favor, 0 opposed.

Public Comment

Mrs. Crane stated that the footnotes in the report were helpful.

ACTION:

After discussion, Dr. Oliver made a motion to accept the 2013 Audit, as presented; it was seconded by Dr. Smart and approved by a vote of 5 in favor, 0 opposed.

5. Fixed Income Investment Portfolio Presentation

Evan Hershey, Umpqua Bank reviewed the portfolio (page 22-28) included in the Board agenda materials.

Mr. Hershey stated that the District has several CD's and they often have a difficult rate of return with a maturing rate of 3 ½ years, whereas, bonds will have a quicker mature rate. The total investment is in the CDAR'S program which has historically been rolled-over when they come due. Risks and advantages of Agency bonds, corporate bonds and CDAR'S were discussed.

After discussion the Board agreed to consider a proposal from Umpqua Bank to manage funds in conjunction with the Finance Committee with occasional request of report of investments being submitted to the MTHCD.

ACTION:

Mr. McInturf made a motion to request the Treasurer of the Finance Committee to move forward to address the following issues and present to the MTHCD in January 2014; the motion was seconded by Dr. Oliver, and approved by a vote of 5 in favor, 0 opposed.

1. Approval of an Investment Strategy.
2. Provide a policy for investment guidelines.
3. Identify a qualified Investment Advisor associated with Umpqua Bank.

6. Monthly Financial Report

Mr. McInturf reviewed the Monthly Financial Report (page 29-35). The District reported an operating income of \$14,424 before Programs and Events. Year-to-date operating income before Programs and Events is \$60,920. Programs and Events were \$14,168. Year-to-date Programs and Events are \$23,389 below budget.

Dr. Smart would like to see data from the MTHCD website regarding community feedback, usefulness and *hits*. Mr. Doss will provide some data in January for the Boards review.

Mrs. Reed inquired about the timeline for payment to Respite Care. Mr. Doss will contact them and report the due date to the Board in January.

Public Comment

None

ACTION:

A motion was made by Dr. Smart and to accept the Financial Report for October, 2013; it was seconded by Mr. Campana and approved by a vote of 5 in favor, 0 opposed.

At 9:19 a.m. the MTHCH regular meeting recessed and entered into Closed Session

The MTHCD Board reconvened at 10:05 a.m.

Per President Reed there was no action taken in Closed Session.
The Board continued with the remainder of the Agenda.

The following items were postponed until January:

7. San Andreas Recreation and Parks District Presentation

Tabled until January 2014

8. Angels Camp Museum Presentation

Tabled until January 2014

9. Board Policy Regarding 501(c)

Tabled until January 2014.

10. MTHCD President's Report

Mrs. Reed reported:

- An ACHD meeting is schedule for May 2014.
- The Executive Directors Evaluation process was discussed. The Personnel Committee, consisting of Lin Reed and Dr. Oliver, will meet on January 8, 2014 to review the Executive Director evaluation from the Board members. The Board will complete the evaluation and contract on January 22, 2014.

11. Executive Director Report

Mr. Doss Report:

- The 2nd Annual Golden Health Awards press release was issued on December 5, 2013.
- The Golden Health Awards Ceremony is scheduled for February 1, 2014 and will be held at Ironstone Winery, Murphys, Ca. The criteria for Community Grants that will awarded at the ceremony is currently being developed by the committee (Peggy Lucas, Foundation Director, Paul Mundy, Officer of Development, Lin Reed, MTHCD President, Dr. Oliver, MD, MTHCD Secretary, Daymon Doss, MTHCD Executive Director, Kathy Dodge, Foundation Member.
- The ACO Meeting held on November 14, 2014 was well attended and received. There were a total of 36 in attendance with 17 of them physicians.

- Criteria for District of Excellence for the MTHCD should be received from the ACHD at the December meeting.

12. MTMC Board Report

Mr. Campana stated the Monthly CEO Report is included in the Board Agenda materials.

Public Comment

None

There being no further business, Mr. McInturf made a motion to adjourn the meeting of the Mark Twain HealthCare District at 11:00 a.m., and the motion was seconded by Mr. Campana, and approved by a vote of 5 in favor, and 0 opposed.

Lin Reed, President

Peter Oliver, M.D., Secretary