MARK TWAIN HEALTH CARE DISTRICT

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

Meeting of the Board of Directors
Mark Twain Health Care District Board Room
Mark Twain Medical Center
768 Mountain Ranch Rd, San Andreas, CA

Wednesday, May 27, 2026

9:00am
Minutes

Zoom – Public Invitation information is at the End of the Agenda

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 by Ms. Reed at 9:010 AM.

2. Roll Call:

Member	In Person	Via Zoom/Phone	Absent	Time of Arrival
Linda Reed	☒			
Debbra Sellick	☒			
Lori Hack			☒	
Richard Randolph	☒			
Johanna Vermeltfoort	☒			

Quorum: Yes

3. Approval of Agenda:

Public Comment – Action
Motion to Approve: Ms. Vermeltfoort
Second: Mr. Randolph
Ayes: 4
Nays: 0

4. **Public Comment On Matters Not Listed On The Agenda:**
The purpose of this section of the agenda is to allow comments and input from the public on matters within the jurisdiction of the Mark Twain Health Care District not listed on the agenda. (The public may also comment on any item listed on the agenda prior to Board action on such item.) **Limit 3 minutes per speaker.** The Board appreciates your comments; however, it will not discuss and cannot act on items not on the agenda.

Hearing none

5. **Consent Agenda:**
Public Comment – Action
All Consent items are considered routine and may be approved by the District Board without any discussion by a single roll-call vote. Any Board Member or member of the public may remove any item from the Consent list. If an item is removed, it will be discussed separately following approval of the remainder of the Consent items.

A. Un-Approved Minutes:

- Finance Committee Meeting for April 22, 2026: – Action

  Motion to Approve: Ms. Vermeltfoort
  Second: Ms. Sellick
  Ayes: 4
  Nays: 0

- Board of Director Meeting Minutes April 22, 2026: – Action
  Motion to Approve: Ms. Vermeltfoort
  Second: Ms. Sellick
  Ayes: 4
  Nays: 0

6. **Murphys Senior Center**

- **Longevity and Lifestyle Conference** ....Steve Shetzline

  Steve Shetzline and Diane Severud presented information regarding the Murphys Senior Center programs and the upcoming Longevity and Lifestyle Conference scheduled for October 15, 2026, at Ironstone.

  Discussion included senior wellness programming, Stay Vertical, community outreach, healthy aging initiatives, and opportunities for countywide collaboration.
  The Grants Committee will meet to further discuss the conference proposal and add an action item to the June Board Meeting agenda.

7. **MTHCD Reports:**

A. President's Report:..Ms. Reed

- Association of California Health Care Districts (ACHD) April Newsletter:

Ms. Reed reminded the Board that the ACHD Annual Meeting will be held October 7–9, 2026, in Monterey, California.
Ms. Reed reported that she continues to participate in weekly meetings with Darrie regarding current district matters, planning efforts, and operational updates.
Discussion followed regarding ACHD Board participation, committee involvement, and the importance of representation for healthcare districts with leased hospital operations.

B. Community Board Report:..Ms. Sellick

- Swing Bed program scheduled to begin July 1, 2026
- Continued work on podiatry and care coordination support services
- Collaboration with St. Joseph's referral department
- Ongoing policy development to improve patient experience
- Continued recruitment efforts for orthopedic surgery and physical therapy positions
- Healthcare District contribution of $750,000 toward sterile processing renovations
- Upcoming MTMC 75th Anniversary celebration scheduled for August 22, 2026

C. MTMC Board of Directors:..Ms. Reed

Ms. Reed reported there was no formal Fiduciary Board meeting due to member attendance conflicts related to recruitment interviews and conference participation.

D. Chief Executive Officer's Report:..Ms. Gillespie

- General Comments: See attached CEO report

Ms. Gillespie reported ongoing collaboration with HHSA/BHSA, veteran programs, Habitat for Humanity, CCOE mental health initiatives, the Chamber, CSDA, and ACHD committees.
Additional updates included clinic website redesign progress, CalRHT/HCAI grant preparation, coordination with grant writers and state representatives, biweekly meetings with Doug Archer, seismic permitting updates, and West Wing expansion planning.

- MTMC Foundation - 75th Anniversary Challenge – Action

Ms. Gillespie reported that Common Spirit declined participation in a matching sponsorship request for the MTMC Foundation 75th Anniversary Challenge. Finance Committee discussion recommended the item be referred to the Grants Committee for further consideration regarding possible District sponsorship participation. Board consensus directed the item to the Grants Committee for review and recommendation at the June Board meeting. No formal action taken.

- Discussion Regarding Proposed Costs for West Wing Furnishings and Medical Equipment – Action

Ms. Gillespie and Ms. Terradista presented estimated costs for furnishings and medical equipment for the West Wing expansion project.
Estimated costs are between $150,000–$175,000, with a goal of having the space operational by August 1, 2026.
The Finance Committee recommended Board approval of expenditures up to $175,000 for furnishings and medical equipment.

Motion to Approve: Mr. Randolph
Second: Ms. Vermeltfoort
Ayes: 4
Nays: 0

E. Valley Springs Health & Wellness Center (VSHWC):..Dr. Smart

- Construction Updates:

Dr. Smart provided updates regarding ongoing construction progress for the West Wing expansion project.

- Policies Valley Springs Health & Wellness Center April 2026: Public Comment – Action

Dr. Smart presented new, revised, and bi-annual review policies for Board consideration.

New Policies
Artificial Intelligence (AI) Usage Policy
Incident Reporting and Investigation Policy
Information Security Policy
Risk Management

Revised Policies
Communication with Persons with Limited English Proficiency
PPD Test Results
Standardized Procedures for Mid-level Practitioners (NP, PA)
Withdrawal of Care

Bi-Annual Review Policies (no changes to policy content)
ABI
Appointment Notification
Bioterrorism Threat
Consent for Treatment BH 1.0
Consent and Information Sharing-Children
Drug Free Workplace
Emerging Infectious Disease
Patient Engagement and Re-engagement
Exposure Control Plan
Liquid Nitrogen
Medical Records Forms and Fees
Medical Records Release
Medical Record Transfer
(Medication Contract)
Security And Retention of Medical Records
Patient Engagement and Re-engagement
Patient Medical Record Content
Scope of Services
Standardized Procedure for Childhood Periodic Health Screening

Motion to Approve: Ms. Vermeltfoort
Second: Mr. Randolph
Ayes: 4
Nays: 0

F. Valley Springs Health & Wellness Center (VSHWC) Quality Reports:...........Ms. Terradista

- Encounter Report – April 2026:

Ms. Terradista presented the April 2026 Encounter Report. Patient visits and clinic services continue to remain steady as staff works on improving scheduling, patient access, and overall clinic operations.

- Clinect – April 2026

Ms. Terradista presented the April 2026 Clinect report. Staff continues working to improve patient engagement, increase survey participation, and strengthen communication efforts through updated outreach and revised questionnaires.

8. **Committee Reports:**

A. Ad Hoc AED for Life: ....Ms. Gillespie / Ms. Vermeltfoort / Mr. Randolph

- Review AED placement program regarding potential expansion into CPR, AED, and Basic First Aid training services. – Action

The committee presented discussion regarding expansion of the AED program to include CPR, AED, and Basic First Aid training services throughout the community. Discussion included the success of the current AED placement program, community education opportunities, potential training costs, and future program development. The Board discussed redirecting portions of the current AED budget toward training and certification services to better support community health and emergency preparedness efforts.

Motion to Approve: Mr. Randolph
Second: Ms. Sellick
Ayes: 4
Nays: 0

B. Ad Hoc Community Engagement:..........................Ms. Gillespie / Ms. Reed / Mr. Randolph
The committee discussed ongoing community outreach efforts, partnerships, and opportunities to increase district visibility and engagement throughout Calaveras County.

C. Ad Hoc Community Grants:.....................................Ms. Gillespie / Ms. Sellick / Ms. Reed
Committee will be soon to discuss more on 75th anniversary grant and Longevity and Lifestyle Conference

D. Ad Hoc Personnel Committee:...................... Ms. Gillespie / Ms. Reed / Ms. Vermeltfoort

- Proposed Changes to Personnel Manual: Public Comment – Action

The committee reviewed proposed Personnel Manual revisions, including updates related to holidays, vacation accruals, benefits, and policy language. The Board approved all proposed changes except for the section regarding full-time and part-time employee benefits eligibility, which will be brought back for further discussion and vote at the next Board meeting.

Motion to Approve: Mr. Randolph
Second: Ms. Reed
Ayes: 3
Nays: 1

E. Ad Hoc Policy Committee:................................ Ms. Gillespie /.Ms. Hack / Ms. Vermeltfoort
Next meeting is scheduled for June 9th

F. Ad Hoc Real Estate:...Ms. Gillespie / Mr. Randolph

Discussion included ongoing district property planning and future facility considerations.

G. Finance Committee:...Ms. Hack / Mr. Wood

Financial Statements – April 2026: Public Comment – Action

The April 2026 financial statements were presented and reviewed by the Committee. District revenues and expenses remain favorable overall despite the previously approved $250,000 payment to Mark Twain Medical Center, which impacted the monthly comparison figures. Committee members reviewed the District's year-to-date financial position, clinic performance, and investment reserves.

Discussion included the importance of including clinic encounter reports with future financial packets to better compare revenue trends with patient activity. Committee members also discussed several year-to-date budget comparison figures within the clinic financials that may require additional review and correction.

The Committee additionally reviewed investment reserve performance, including the recent transfer of approximately $3.2 million into a higher-yield California CLASS certificate investment account to secure improved fixed returns while maintaining overall financial stability. Overall, the Committee expressed that the District remains in a strong financial position heading into the upcoming budget cycle.

Motion to Approve: Mr. Randolph

Second: Ms. Reed
Ayes: 4
Nays: 0

- Presenting first draft of 2026-2027 MTHCD budget

The first draft of the 2026–2027 MTHCD budget was presented and reviewed by the Committee. Discussion focused on projected clinic encounters, anticipated revenues, staffing needs, grant funding, and overall financial projections for the upcoming fiscal year.

Ms. Gillespie discussed adjustments made to projected encounter volumes based on historical clinic growth, current staffing constraints, and possible Medi-Cal reimbursement changes. The Committee also reviewed projected grant and project allocations and discussed continued recruitment efforts related to clinic expansion and operations.

Overall, the draft budget reflected a strong financial position for both the District and clinic. The budget will continue to be refined and reviewed prior to final Board approval.

9. Board Comment and Request for Future Agenda Items:

- Announcements of Interest to the Board or the Public:

10. Next Meeting:

- June 24, 2026, at 8:00am for Finance Committee and 9:00am for BOD:

11. Adjournment:

Public Comment – Action:
Motion to Adjourn: Ms. Vermeltfoort
Second: Mr. Randolph
Ayes: 4
Nays: 0
Time: 11:42 AM

X Debbra Sellick

Debbra Sellick
Secretary