



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

**Special Meeting of the Board of Directors
Wed. December 9, 2020
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

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:**
- 2. Roll Call:**
- 3. Approval of Agenda:** Public Comment - **Action**
- 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 of 3 minutes per speaker.** The Board appreciates your comments however it will not discuss and cannot act on items not on the agenda.

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:

- Un-Approved Finance Committee Meeting Minutes for Oct. 20, 2020.
- Un-Approved Board Meeting Minutes for October 28, 2020.
- There was no November Meeting.

6. MTHCD Reports:

A. President’s Report:.....Ms. Reed

- Oath of Office- Ms. Al-Rafiq, Ms. Toepel & Ms. Hack: Public Comment - **Action**
- Association of California Health Care Districts (ACHD):
 - ACHD Nov. Advocate:
- Meetings with MTHCD CEO:

B. MTMC Community Board Report:.....Ms. Al-Rafiq

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

D. Chief Executive Officer’s Report:.....Dr. Smart

- CPPA (Run-Off) Ballot – Member Agency Representative: Public Comment – **Action**
 - Select one: Mokelumne Hill Fire Protection Dist. (Suzanne Coe) or 39th District Agricultural Assoc. (Laurie Giannini)
- LAFCo Ballot: Public Comment - **Action**
 - Vote for Two: Tony Tyrell: John Lavaroni: Jon Dashner: Debra Sellick: Travis J. Owens: Kirk W. Smith.

- District Projects Matrix – Monthly Report:
- Robo-Doc Update:

E. Stay Vertical Calaveras:.....Mr. Shetzline

F. Valley Springs Health & Wellness Center:.....Dr. Smart

- COVID Transmission Restrictions and Guidelines:
- Construction Finance:
- VSHWC “Quality” Report: (MedStatix)
- Pharmacy – Room 400:
- VS H&W Center – Draft Policies and Forms: Public Comment – **Action**
 - Policies - Valley Springs Health & Wellness Center:

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

New Policy

1. Dolphin Pod Disinfectant

Revised Policy

2. Emergency Medications and Supplies
3. Emergency Release of Patient Records
4. Emergency Situation/Unresponsive Patient
5. Infection Control
6. Infection Control – Overview
7. Intramuscular Injections
8. Medication Administration
9. Pulse Oximeter
10. Section 504 Grievance
11. Statement of Ownership and Governance

Bi-Annual Review

12. Audiogram-Threshold
13. Biohazard Material Management
14. Blue Shield Eligibility Verification
15. Compliance
16. Consents for Treatment – Guidance
17. Culture Transmittal

- 18. Eye Medications-Dispensing
- 19. Follow Up Calls
- 20. Follow-Up of Patients
- 21. HIV Testing
- 22. Manual Defibrillator
- 23. Medical Staff Composition
- 24. Medication Management Emergency Response to Power Failure
- 25. Nebulizer Treatments
- 26. Policy Development and Review
- 27. PPD Test Results
- 28. Prescription Refills
- 29. Primary Authority Over Clinic Operations
- 30. Procedure Time Out
- 31. Product and Device Recall
- 32. Quality Assurance Guidelines
- 33. Unscheduled Downtime of Electronic Medical Record

G. Ad Hoc Real Estate:Ms. Reed / Ms. Al-Rafiq

7. Committee Reports:

A. Finance Committee:.....Ms. Toepel / Ms. Hack

- Audit:.....Mr. Wood
- Financial Statements - Oct. 2020: Public Comment – **Action**.....Mr. Wood

B. Ad Hoc Policy Committee:.....Ms. Sellick / Ms. Hack

C. Ad Hoc Personnel Committee:Ms. Reed / Ms. Toepel

D. Ad Hoc Grants Committee:.....Ms. Al-Rafiq / Ms. Sellick

8. Board Comment and Request for Future Agenda Items:

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

B. Community Connection:

9. Next Meeting:

A. The next meeting will be Wednesday January 27, 2021

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

Peggy Stout is inviting you to a scheduled Zoom meeting.

Topic: Dec 9th MTHCD Dist. Board Meeting

Time: Dec 9, 2020 09:00 AM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/89543957436?pwd=OFJucVloK2NFVTVXcExEK1E4cII5dz09>

Meeting ID: 895 4395 7436

Passcode: 279687

One tap mobile

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+12532158782,,89543957436#,,,,,0#,,279687# US (Tacoma)

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Passcode: 279687

Find your local number: <https://us02web.zoom.us/j/89543957436?pwd=OFJucVloK2NFVTVXcExEK1E4cII5dz09>

- 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.