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**Special Meeting of the Board Of Directors
 Mark Twain Medical Center
 Classroom 5
 768 Mountain Ranch Rd,
 San Andreas, CA**

Tuesday May 23, 2023

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

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 Ms. Reed at 9:01am

2. Roll Call:

Member	Present	Via Zoom	Absent	Time of Arrival
Linda Reed	X			
Debra Sellick	X			
Lori Hack	X			
Richard Randolph	X			
Johanna Vermeltoort	X			

Quorum YES

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

Dr. Smart requested to move section 6E program coordinator Intro to 5C. AED conversation to 6B.3.

Motion to approve agenda with changes by Mr. Randolph
 Second: Ms. Vermeltoort
 Ayes: 5
 Nays: 0

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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 for April 19, 2023:
- Un-Approved Board Meeting for April 26, 2023:

B. Correspondence

- Gabby Gomez Thank you April 28, 2023:

Motion to Approve Consent agenda and minutes by Ms. Vermeltfoort

Second: Ms. Sellick

Ayes: 5

Nays: 0

Ms. Stout introduced the board to the new program coordinator Sierra Dickey.

6. **MTHCD Reports:**

A. President's Report:

- **Association of California Health Care Districts (ACHD) May 2023 Advocate:**

- **Meetings With MTHCD CEO:**

Meetings with the CEO including topics on the agenda. Reviewed coverage for CEO absence.

- **California Advancing & Innovating Medi-Cal Program (Cal Aim):**

Grant funding available for Rural Hospitals/Clinics for Data Info exchange.

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B. Ad Hoc Community Grants:

- **San Andreas Fire District – Award Grant:**

The MTHCD awarded a \$15,000 grant to the San Andreas Fire District to help replace Self Contained Breathing Apparatus air bottles.

- **Calaveras County Search & Rescue – Award Grant:**

The MTHCD awarded the Calaveras County Search and Rescue team a \$15,000 grant to help with the purchase of a new equipment truck.

Liz Lazar presented a plan for Automated External Defibrillators (AED) distribution throughout Calaveras County.

C. MTMC Community Board Report:

No new report.

D. MTMC Board of Directors:

Meeting this Friday

E. Chief Executive Officer's Report:

- **General Comments:**

Patricia Bettinger chair of the Calaveras Wellness Foundation reported the seating of
Michelle Phillips – Secretary
Peggy Stout – Treasurer
Dr. Randall Smart – Ex-Officio

- **Program Coordinator- Introduction:**

Moved to 5C

- **Non-Electric Utilities – MTMC: Public Comment – Action**

Board discussion MTMC discounted electric overage.

Motion to send 90-day notice for payment to MTMC by Ms. Hack

Second: Ms. Vermelfoort

Ayes: 3

Nays: 0

Ms. Reed & Mr. Randolph recused themselves due to conflict.

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- **Hospital Lease – Article IV of Lease- Informational:**

Review of lease

- **Strategic Planning & Projects Matrix:**

Behavior Health substance abuse mitigation project started. The Dental department added a new dentist to double capacity.

- **Automated External Defibrillator (AED) Via Heart Project Presentation:**

Moved to B3

- **Grant Report:**

- **Diede Construction Inc: MTMC Window Proposal:**

Proposal sent to Finance Committee to discuss funding source/strategy.

- **VSH&W Center – Policies and Forms:** Public Comment – **Action**

- Policies for May 2023 Valley Springs Health & Wellness Center:

New Policies

Standardized Procedure for Hepatitis C Screening in Adult Patients

Handpiece Maintenance Policy

Sexual Harassment in the Workplace

Revised Policies

Patient Portal Information – (Change 13 years to 12 years)

Policy Development and Review

Prescription Refills

Pulse Oximeter

Registration Of Established Patient

Registration of New Patient

Sliding Fee Discount Program

Sliding Fee Discount Application

Sliding Fee Schedule

Sterile Supplies and Instruments

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Bi-Annual Review Policies (no changes to policy content)

Bioterrorism Threat
Drug Free Workplace
Earthquake or Weather Emergency
Nebulizer Treatment
Par Levels
Patient Left: Not Seen Or Treated (NSOT)
PPD Test Results
Preventive Services: Adults
Primary Authority Over Clinic Operations
Procedure Time Out
Product And Device Recall
Retention Of Medical Records
Return to Work – Clinic Personnel
Splints/Ace Wraps

Motion to Approve Policies with correction by Ms. Vermeltfoort

Second: Mr. Randolph

Ayes: 5

Nays: 0

F. VSHWC Quality Reports:

- Quality –April 2023:

Total patient visits are down due to provider illness/vacation.
Patient Satisfaction is at 95% Wait time for appointments is 1-2 days

- MedStatix – April 2023:

Most categories are above the national average in satisfaction.

7. Committee Reports:

A. Finance Committee:

- **Financial Statements** – April 2023: Public Comment – **Action**

The financials show a positive outcome for the Clinic for April.
Reserves are steadily doing very well

Motion to Approve April Financials with I & R Report by Mr. Randolph

Second: Ms. Sellick

Ayes: 5

Nays: 0

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- **Proposed Budget for 2023-2024 FY (Draft) - Discussion Only:**

New hires are not in place yet. We are recruiting for a Family Practice doctor.
The clinic is expanding dental.
The budget will be presented and voted on at the June Board meeting.

B. Ad Hoc Policy Committee:

- **District Policies – As Presented on April 26, 2023 for 30-day Review:**

- ◆ **Resolution 2023 – 04: Public Comment – Action**

- Policy # 3 Term of Office:
- Policy # 18 Compensation of the Chief Executive Officer (CEO):
- Policy # 19 Public Records Request:
- Policy # 20 Records Retention:
- Policy # 21 Amendments To Policies, Procedures & Waiver of Policies

Motion to approve policies as listed by Mr. Randolph

Second: Ms. Sellick

Ayes: 5

Nays: 0

C. Ad Hoc Community Engagement Committee:

Nothing new to report

D. Ad Hoc Real Estate:

The common area maintenance (CAM) charges have been paid in full by the MTMC.

E. Ad Hoc Personnel Committee:

Meeting in June

8. Board Comment and Request for Future Agenda Items:

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

- Cancer Support Group June 9, 2023: Classes in room 2 at MTMC campus.
2nd Friday of the month (excluding August)

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9. **Next Meeting:**

- The next MTHCD Board Meeting will be Wed June 28, 2023 at 9am.

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

Dr. Smart would like to have Sierra Dickey with the Programs permanently added to Agenda.

Sept 13-15 ACHD meeting in Tahoe.

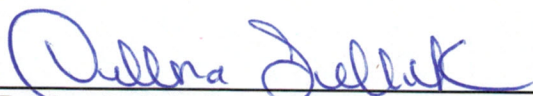
Motion to adjourn by Mr. Randolph

Second: MS. Hack

Ayes: 5

Nays: 0

Time: 11:07am



Debra Sellick, Secretary

Traci Whittington is inviting you to a scheduled Zoom meeting.

Topic: May 23, 2023 MTHCD Special Board Meeting
Time: May 23, 2023 07:00 AM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/83524751833?pwd=L2F6VGpWMIVFbDJIZS80L3M4WlowUT09>

Meeting ID: 835 2475 1833

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