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**Meeting of the Board of Directors
Wed. October 28, 2020
9:00 am
Mark Twain Medical Center Classroom 5
768 Mountain Ranch Rd,
San Andreas, CA**

Three Participation Options:

**1. Tele-Conference Meeting:
Conference Call Information
(605) 475-2875 Code 4864697**

**2. In Attendance With The Following Guidelines:
Social Distancing (6 ft)
Face Covering is Required**

3. WebEx

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:

2. Roll Call:

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

This Institution is an Equal Opportunity Provider and Employer
Agenda – October 28, 2020 MTHCD Board Meeting

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 September 15, 2020
- Un-Approved Board Meeting Minutes for September 23, 2020.

B. Correspondence:

- Pharmacy Letter:

6. MTHCD Reports:

A. President’s Report:.....Ms. Reed

- Association of California Health Care Districts (ACHD):
 - ACHD October 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

- Resolution to Recognize Artistic Accomplishments and Donations to the Clinic:....Ms. Stout
 - **Resolution 2020-07: Public Comment – **Action:****

- District Projects Matrix – Monthly Report:
- CPPA Board of Directors Position Ballot: Public Comment - **Action:**

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

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

- 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.

1. Bi-Annual Review - Age Restriction
2. Bi-Annual Review - Auxiliary Aids & Services for Person w Disabilities
3. Bi-Annual Review - Dissemination of Non-Discrimination Policy
4. Bi-Annual Review - Emergency Release of Patient Records
5. Bi-Annual Review - Medi-Cal Eligibility Verification
6. Bi-Annual Review - Medication, Supply, and Equipment Recall / Warnings
7. Revised - Autoclave Use and Maintenance
8. Revised - Business Hours
9. Revised - Cash on Hand Management
10. Revised - Litigation (Potential)
11. Revised - Marketing
12. New Policy - Standardized Procedure for Employee Influenza Vaccine Admin.
13. Revised - Patient Portal Information
14. Revised - Standardized Procedure for Administration of Flu Shots
15. Bi-Annual Review - Non-Discrimination
16. Bi-Annual Review – Par Levels
17. Bi-Annual Review – Patient Left: Not Seen or Treated (NSOT)
18. Bi-Annual Review – Patient Rights and Responsibilities Statement
19. Bi-Annual Review – Preventative Maintenance Inspections
20. Bi-Annual Review – Scope of Services
21. Bi-Annual Review – Section 504 Grievance
22. Bi-Annual Review – Section 504 Notice of Program Accessibility
23. Bi-Annual Review – Waste, Fraud, and Abuse

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

- Update on Valley Springs Property - Phase II: Public Comment: **Action**
- Assisted Living Development Project:

7. Committee Reports:

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

- Audit:.....Mr. Wood
- Financial Statements (Sept. 2020): Public Comment – **Action**.....Mr. Wood
- Treasurer Position – Open:.....Ms. Reed

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

- Appoint Member to Committee:.....Ms. Reed

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:

- Stepping Up for Women’s Health - Virtual Workshop Oct. 29th:
- VSHWC One-Year Anniversary:

9. Next Meeting:

A. Considering the Nov. & Dec. holidays there will not be a Nov. Board meeting instead the next meeting will be Wednesday December 9, 2020 starting at 9 am. The Finance Committee will consolidate their Nov and Dec. meetings as well and meet at 7:30 on Dec. 9th.

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

- 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.