MARK TWAIN
HEALTH CARE DISTRICT

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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, June 24, 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:
Meeting called to order by Ms. Reed at 9:08 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 agenda: Ms. Hack
Second: Ms. Vermeltfoort
Ayes: 5
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 May 27, 2026: – Action

Motion to approve: Ms. Hack
Second: Mr. Randolph
Ayes: 5
Nays 0

- Board of Director Meeting Minutes May 27, 2026: – Action

Motion to approve: Ms. Hack
Second: Mr. Randolph
Ayes: 5
Nays 0

6. Common Spirit National Real Estate:

- **MTMC Walkway:** .....Allison Hedberg– Action

Allison Hedberg provided an update on the covered walkway project. Design revisions, contractor recommendations, and project costs were reviewed. Distinctive Metals was recommended as the contractor, with an estimated project cost of approximately $800,000. The Board discussed fundraising opportunities through the hospital foundation and maintaining communication with the tribal community during construction.
Motion to approve: Mr. Randolph
Second: Ms. Vermeltfoort
Ayes: 5
Nays: 0

7. MTHCD:

- **Billing:** .....Kelly Hohenbrink, Karen Burkhardt, Sharon Pearson, & Shelley Mueller

Kelly Hohenbrink and Karen Burkhardt provided an overview of billing department operations and performance. The Board recognized the team's outstanding performance, including a five-day average claim processing time and approximately twenty days in accounts receivable. Discussion included billing operations, fee schedule management, and succession planning related to Sharon Pearson's upcoming retirement.

8. MTHCD Reports:

A. President's Report: .....Ms. Reed
Association of California Health Care Districts (ACHD) May Newsletter:

Ms. Reed provided updates regarding ACHD activities, upcoming conferences, and ongoing partnerships throughout the healthcare district community.

B. Community Board Report: .....Ms. Sellick

Ms. Sellick provided updates on community outreach activities and partnerships within Calaveras County.

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

Ms. Reed provided an update on Mark Twain Medical Center activities, including continued collaboration between the District and hospital leadership.

D. Chief Executive Officer's Report: .....Ms. Gillespie
See attached CEO report.

Ms. Gillespie provided updates regarding District operations, strategic initiatives, grant opportunities, employee benefits, and community partnerships.

- General Comments:
  - Update on West Wing Furnishings and Medical Equipment

Confirmed West Wing furnishings are being finalized but may exceed the $175,000 budget slightly.

  - Anthem Benefit update

Anthem Platinum medical and vision benefit enhancements effective July 1. – This enhancement is captured in the 2026/2027 budget.

  - 401k 2025/2026 District Contribution – Action

The Board approved a District contribution equal to 10% of employee deferrals for the current fiscal year. – Approximate contribution of $27,000.
Motion to approve: Finance Committee
Second: Ms. Vermeltfoort
Ayes: 5
Nays: 0

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

- Construction Updates: Updates were provided regarding the West Wing expansion, parking lot improvements, and solar canopy project. Construction remains on schedule, although the parking lot project continues to await final Caltrans permit approval.

- Medical Staff Updates: Dr. Smart reported that clinic staffing remains a constant priority, with recruitment efforts continuing for two physician positions.

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

Revised Policies

  - Autoclave Spore Testing
  - Cleaning Duties
  - Employee Dress Code Guidelines
  - List of Services
  - Medication Administration
  - On-Call Program
  - Waived Testing-LeadCare II

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

  - Appointment Scheduling
  - Biennial Clinic Evaluation
  - Business Hours
  - Cash Collections
  - EKG
  - Fit Testing
  - Influenza A and B Test-Waived
  - Medical Staff Composition
  - No Show

- Prescription Refills
- Preventative Maintenance Inspections
- Provider on Site
- Section 504 Grievance
- Section 504 Grievance (Spanish)
- Shelter in Place for Patients and Staff
- Standardized Procedure for Employee COVID-19 Rapid Testing
- Sterile Field
- Sterile Shelf Life
- Threatening Or Hostile Patient
- Waste, Fraud, and Abuse
- Universal Precautions
- Unscheduled Downtime of Electronic Medical Record

Motion to approve: Ms. Hack
Second: Ms. Sellick
Ayes: 5
Nays: 0

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

- Encounter Report – May 2026

Ms. Terradista presented the May 2026 Encounter Report. May patient visits totaled 2,726. Discussion included lower visit volume was due to provider and staff vacations, as well as the holiday.

- Clinect – May 2026

Survey participation and patient satisfaction scores improved slightly across most departments. New patient satisfaction scores declined slightly and will continue to be monitored.

9. <u>Committee Reports:</u>

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

- Reporting on the First Aid/CPR/AED class and the AB310 collaboration with the County.

- The Committee reported that the First Aid/CPR/AED training class has been rescheduled to July 18, 2026.
- Updates were also provided regarding implementation of AB 310 and collaboration with county agencies.

B. Ad Hoc Community Engagement: .....Ms. Gillespie / Ms. Reed / Mr. Randolph

Hearing none.

C. Ad Hoc Community Grants: .....Ms. Gillespie / Ms. Sellick / Ms. Reed

- MTMC Foundation - 75th Anniversary August 22, 2026:
  $50,000 donation Public Comment – Action

The Committee recommended approval of a $50,000 contribution to support the hospital's 75th Anniversary Celebration.
Motion to approve: Ms. Vermeltfoort
Second: Ms. Sellick
Ayes: 5

Nays:0

- Murphys Senior Center – Longevity and Lifestyle Conference October 15, 2026
  $5,000 donation to secure speaker Public Comment – Action

The Committee recommended approval of a $5,000 contribution to assist with speaker expenses for the October 15, 2026 conference.

Motion to approve: Ms. Vermeltfoort
Second: Ms. Sellick
Ayes: 5
Nays:0

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

- Approval of Personnel Manual: Public Comment – Action

Motion to approve: Ms. Vermeltfoort
Second: Mr. Randolph
Ayes: 5
Nays:0

E. Ad Hoc Policy Committee: ..... Ms. Gillespie / Ms. Hack / Ms. Vermeltfoort

- Policy No.12 Conflict of Interest Code and Ethics
- Policy No. 23 Requests for Public Funds, Community Grants & Sponsorships
- Policy No. 32 Debt Management
- Policy No. 34 Artificial Intelligence (AI) Usage

The Committee discussed updates to the Community Grants Policy to strengthen accountability requirements. Staff will return with revisions to Policy No. 23 at a future meeting. No changes were recommended to Policies No. 12, 32, or 34.

F. Ad Hoc Real Estate: .....Ms. Gillespie / Mr. Randolph
Hearing none.

G. Finance Committee: .....Ms. Hack / Ms. Slocum

- Financial Statements – May 2026: Public Comment – Action

Ms. Slocum presented the May 2026 Financial Statements. Discussion included correction of an accounting entry related to settlement funds, review of clinic revenues, year-to-date financial performance, and ongoing efforts to improve budget reporting categories. The District's financial position remains favorable, with year-to-date results continuing to perform well.

Motion to approve: Finance Committee
Second: Ms. Vermeltfoort
Ayes: 5
Nays:0

- Presenting 2026-2027 MTHCD budget – Action

Ms. Gillespie presented the proposed Fiscal Year 2026-2027 Budget. Discussion included revenue assumptions, anticipated Medi-Cal reimbursement changes, staffing needs, and overall financial projections for the upcoming fiscal year. The Board has directed staff to reduce projected clinic revenue by $1,000,000 to provide a more accurate budget. The revised budget reflects projected gross revenue of $14,450,007 and an estimated District surplus of approximately $393,000

Motion to approve: Ms. Vermeltfoort
Second: Mr. Randolph
Ayes: 5
Nays:0

10. Board Comment and Request for Future Agenda Items:

- Announcements of Interest to the Board or the Public:

1. Participation in the Calaveras County Hazard Mitigation Plan.
2. Establishment of a District Historian position.
3. Quarterly reporting from the Calaveras Wellness Foundation.
4. Adding a standing Medical Staff Update to future Board agendas.

11. Next Meeting: July 17, 2026, at 8:00am for Finance Committee and 9:00am for BOD:

12. Closed Session: Pending Legal Action:

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

Quorum: Yes

No reportable action was taken.

13. Adjournment: Public Comment – Action: Hearing none.
Motion to adjourn: Ms. Reed
Second: Ms. Vermeltfoort
Ayes: 5
Nays:0

X _____
Debbra Sellick
Secretary