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

**Wednesday October 27, 2021
 9:00 am**

**Participation: Zoom - Invite information is at the End of the Agenda
 Or In Person**

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 9am.

2. Roll Call:

| | Present | Via Zoom/Phone | Absent | Time of Arrival |
|------------------|---------|----------------|--------|-----------------|
| Lin Reed | X | | | |
| Debbie Sellick | X | | | |
| Lori Hack | X | | | |
| Richard Randolph | X | | | |
| Nancy Minkler | X | | | |

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

Public Comment: None

Motion: To approve agenda by Mr. Randolph

Second: Ms. Hack

Vote: 5-0

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 Minutes for September 15, 2021
- Un-Approved Board Meeting Minutes for September 29, 2021.

B. Resolutions:

- **2021-08:** Authorizing Remote Teleconference Meetings of the Board of Directors for a 30-day period – Special Finance Committee Meeting on October 14, 2021.
- **2021-09:** Authorizing Remote Teleconference Meetings of the Board of Directors for a 30-day period – Finance Committee Meeting on October 20, 2021.
- **2021-10:** Authorizing Remote Teleconference Meetings of the Board of Directors for a 30-day period – Board Meeting on October 27, 2021.

Public Comment: None

Motion: To approve minutes and Resolutions by Ms. Hack

Second: Ms. Minkler

Vote: 5-0

6. **MTHCD Reports:**

A. President's Report:

- Association of California Health Care Districts (ACHD):
 - ACHD October 2021 Advocate:

This Institution is an Equal Opportunity Provider and Employer
Minutes – Oct. 27, 2021 MTHCD Board Meeting
Approved Nov, 17, 2021

“See pgs. 25-28 of the packet”

- California Advancing & Innovating Medi-Cal Program (CalAIM) Funding:

No report.

- Meetings with MTHCD CEO:

B. MTMC Community Board Report:

Ms. Sellick: The MTMC is on budget. They are offering a Flu shot clinic Nov 6-10 at Calaveras High School from 10am-4pm. The CEO states they are \$1 mil. ahead of plan.

C. MTMC Board of Directors:

Will Meet on Friday

D. Chief Executive Officer's Report:

- Strategic Planning - Matrix:

“See pg. 29 of the packet”

- District Projects Matrix – Monthly Report:

Hired Laurel Stanek as the Program Coordinator. She went to West Point to drop off a Medical cart. The school was very receptive and excited for the RoboDoc program.

- COVID Vaccine Outreach:

Currently across the County, 55.1% of the population has been vaccinated. The vaccination clinic at the VSHWC on Thursday afternoons have seen an increase in vaccinations. Last Thursday the clinic vaccinated 38 people. It has administered 435 vaccinations to date. The community is encouraged to ask questions as Dr. Smart is there to answer them. The vaccination clinic will continue to run as long as people come.

- National Health Service Corp:

National Health Service Site recognition has been applied for. This recognition will allow the District the opportunity to be able to recruit with the promise of debt forgiveness to potential employees. A HIPSA score of 20 is needed to qualify as a heavily rural area. The score earned by the MTHCD was 17.

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Minutes – Oct. 27, 2021 MTHCD Board Meeting

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- Grant Schedule:

“See pg. 30 of the packet”

- MTMC Foundation Grant:

Mr. Archer handed out a project listing the order of importance for the \$328,000 that MTHCD has given for special projects.

- Behavioral Health Program:

Unavailable at this time. Will reschedule for next Board Meeting.

- Valley Springs Health & Wellness Center:

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

- Policies for October 2021 - Valley Springs Health & Wellness Center:

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

Cancelled/Retired Policies

Defibrillator Policy 49 (device outdated and removed – AED instead)

Dolphin Pod Policy 240 (Do not use product)

Revised Policies

Fit Testing 77

Medication Waste Stream 118

Bi-Annual Review Policies

Blood-borne Pathogen Exposure 27

Correction Of Information in The Medical Record 45

Crash Cart 46

Standardized Procedure for Employee Influenza Vaccine Administration

Electronic Protected Health Information (ePHI) 67

Eye Irrigation 74

Hazardous Waste 85

Look-Alike Sound-Alike Medications 101

LVN Scope of Practice 102

Medical Assistant Scope of Practice 107

Medical Records Release 111
Medical Record Transfer 112
Medication Reconciliation 117
Monitoring Inspection of Medication Inventory 121
Preventive Services: Adults 141
Pulse oximeter 146
Radiology Department Safety Guidelines 150
Service Animal 160
Splints/Ace Wraps 175
Sterile Shelf Life 179
Sterile Supplies and Instruments 180
Supply Outdates 184

Public Comment: None

Motion: to approve policies by Ms. Sellick

Second: Mr. Randolph

Vote: 5-0

E. VSHWC Quality Reports:

- Quality – Sept. 2021:

“See pg. 78 of the packet”

- MedStatix:

“See pgs. 80-81 of the packet”

Ms. Terradista: We have lost 2 full time providers. Which was about 50% of the provider workforce. Recruiting has been a challenge. With 121 new patients, and 1297 total visits in September, the numbers are up from the previous month.

E. Stay Vertical Calaveras:

Laurel Stanek will be overseeing this program as well as the RoboDoc and “Let’s All Smile” Project.

7. Committee Reports:

A. Finance Committee:

- Update – Oct. 14th Financial Workshop:

The Workshop was well received and gave a better understanding of Grant Fund Allocations.

- Financial Statements – Sept. 2021: Public Comment – Action

Mr. Wood: Passed out updated financials. Projections are looking good going into the future. Expenses and Revenues are starting to coincide. The Balance Sheet shows a strong cash position.

Public Comment: None

Motion: To approve the Sept 2021 Financial and the Investment & Reserves Report by Ms. Minkler

Second: Mr. Randolph

Vote: 5-0

B. Ad Hoc Policy Committee:

Next meeting scheduled for after the Holidays.

C. Ad Hoc Personnel Committee:

No meeting.

D. Ad Hoc Grants Committee:

No formal meeting

- Calaveras County Seniors' Center, Inc. Senior Meal Supplement: Public Comment – Action

Requesting one-time \$3,000 donation

Public Comment: None

Motion: To approve one-time \$3,000 donation by Ms. Minkler

Second: Mr. Randolph

Vote: 5-0

8. Board Comment and Request for Future Agenda Items:

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

- Calaveras Grown Farmers Market (Gov. Center) Through October each Thurs. 4-6 pm:
- Health Science Program Open House – CHS Performance Art Center Oct. 26, 2021.
- Mountain Heirloom Quilt Faire (43 Annual) Oct. 29-31, 2021 Ironstone in Murphys.
- Adopt an Elder/Child - Calaveras Health & Human Services- Wed Dec 8, 2021.
- ACHD Trainings soon – Emails were sent out.
- Friday Oct. 29 at 2pm at the Pickle patch will be the 2nd Anniversary lunch for the VSHWC.
- Succession Planning for the Executive Team. Delegate to the Personnel Committee for Recommendation to the Board

9. Next Meeting:

A. Holiday Schedule:

The next Finance Committee meeting will be Wednesday November 17, 2021 at 7:30 am.

The next Board meeting will be Wednesday November 17, 2021 at 9am.

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

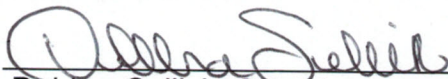
Public Comment: None

Motion: To adjourn by Mr. Randolph

Second: Ms. Hack

Vote: 5-0

Time: 10:50 am



Debra Sellick, Secretary

Peggy Stout is inviting you to a scheduled Zoom meeting.

Topic: Oct 27, 2021 MTHCD Board Meeting

Time: Oct 27, 2021 09:00 AM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/81627423588?pwd=QkNIWjBPYVBXa3AzM0JKT0RSSWtTUT09>

Meeting ID: 816 2742 3588

Passcode: 913828

One tap mobile

+16699006833,,81627423588#,,,,*913828# US (San Jose)

+12532158782,,81627423588#,,,,*913828# US (Tacoma)

Dial by your location

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

+1 929 205 6099 US (New York)

Meeting ID: 816 2742 3588

Passcode: 913828

Find your local number: <https://us02web.zoom.us/j/khBLGoPqZ>

- 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.