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

**Wed. July 28, 2021  
9:00 am**

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

## **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 Special Finance Committee Meeting Minutes for June 8, 2021
- Un-Approved Special Board Meeting Minutes for June 16, 2021.

**B. Correspondence:**

- Piper Garcia-Thank you- Ken McInturf Scholarship:
- Compliance Team Medicare Accreditation Survey to Dec. 2023 (Ltr. 6-22-2021)
- SA Sanitary District’s 75<sup>th</sup> Celebration on July 8, 2021 - Thank You (7-16-2021)

**6. MTHCD Reports:**

**A. President’s Report:.....Ms. Reed**

- Committee Assignments for Board Members: Public Comment – Action
- Association of California Health Care Districts (ACHD):
  - ACHD July 2021 Advocate:
    - ✓ Annual Meeting: Recover, Refocus & Adapt (Sept. 22-24) Olympic Valley, CA
  - California Advancing & Innovating Medi-Cal Program (CalAIM) Funding:.....Ms. Hack
- Meetings with MTHCD CEO:

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

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

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

- District Projects Matrix – Monthly Report:
- Valley Springs Health & Wellness Center:
  - Grant Schedule:

- VS H&W Center – Draft Policies and Forms: Public Comment – **Action**
  - Policies for June 2021 - Valley Springs Health & Wellness Center:
    - Punctuation & Grammar Changes – Please Submit to District Office Staff.

**NEW POLICIES**

Butane Storage and Handling - 241

**REVISED POLICIES**

- BLS and ACLS Certification – 230
- Cash Collections – 34
- Employee Dress Code Guidelines - 224
- Emergency Codes – 221
- Incident Reports – 87
- Informed Consent – 90
- On-Call Program - 126
- Cleaning Duties – 38

**BI-ANNUAL REVIEW POLICIES**

- AED Use and Maintenance -182
- Active Shooter - 6
- Ambulatory Blood Pressure Monitor Testing – 225
- Animal Bite-Reporting -11
- Annual Clinic Evaluation -12
- Appointment Notification -15
- Appointment Rescheduling -16
- AR Credit Balance Management – 4
- Aseptic Procedure – 18
- Billing for Services Provided Off-Site – 229
- Generator Management – 154
- Management of Dental Patient Urgent Issues – 232
- Medical Staff Credentialing and Governance – 113
- Provider on Site – 233
- Quality Assurance Guidelines – 147
- Quality Assurance & Continued Quality Improvement Plan – 148
- Shelter in Place for Patients and Staff – 161
- Supply Ordering – 183
- Visitors and Relatives – 199

**E. VSHWC Quality Reports:.....Ms. Terradista**

- Quality – June 2021 (Fiscal Year End):
- MedStatix:

F. **Stay Vertical Calaveras:**.....Mr. Shetzline

7. **Committee Reports:**

A. **Finance Committee:**.....Ms. Hack / Mr. Randolph

- Financial Statements – June 2021: Public Comment – **Action**.....Mr. Wood
- **Resolution 2021-05** MTMC Foundation: Public Comment – **Action**.....Dr. Smart
  - Provide Partial Grant Funding \$300k - Copperopolis Family Medical Center:
- **Resolution 2021-06** MTMC Foundation: Public Comment – **Action**.....Dr. Smart
  - Provide Grant Funding \$328k - Mutually Agreed Upon Project:

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

- **Resolution 2021-04** – Change in MTHCD Board Policies (30-day Posting):
  - District Policy # 10 - Conduct of Meetings:
  - District Policy # 11 - Minutes, Resolutions and Closed Session Minutes:
  - District Policy # 23 - Request for Public Funds, Community Grants/Sponsorships:

C. **Ad Hoc Personnel Committee:** .....Ms. Reed

D. **Ad Hoc Grants Committee:**..... Ms. Sellick

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) Opens in June each Thurs. 4-6 pm: Let Staff know when you can volunteer.
- Angels-Murphys Rotary Shrimp & Pasta Feed - Benefits Several Organizations Aug. 21, 2021 info@angelsmurphysrotary.org:

9. **Next Meeting:**

A. The next meeting will be Wednesday Aug 25, 2021 at 9am.

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

**Peggy Stout is inviting you to a scheduled Zoom meeting.**

**Topic: 2021-07-28 MTHCD Board Meeting**

**Time: Jul 28, 2021 09:00 AM Pacific Time (US and Canada)**

**Join Zoom Meeting**

**<https://us02web.zoom.us/j/81339117023?pwd=dThKYkM4em1MNUhKd3ZITTF1ZHJaZz09>**

**Meeting ID: 813 3911 7023**

**Passcode: 041226**

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**Find your local number: <https://us02web.zoom.us/u/kbvj3sCrPp>**

- 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.