

**OAK VALLEY HOSPITAL DISTRICT
MAY 26, 2010**

**GOVERNING BODY MEETING
OPEN SESSION**

Board

Bob Wikoff, Chair
Jim Teter
Belinda Abell, Secretary/Treasurer
Dr. Edward Chock
Richard Vaughan
Don Wiley
Dr. Belski
Dr. Cash

Absent

Wendell Chun

Staff

John Friel, CEO
Wayne Mills, CFO
Susan Spoelma, CNE
Cheryl Koff

Guests

Liza Gilbert-Cotton
Judi Szostak
Barbara Sullivan
Catherine Houston
Raelene Brown

Guests

Mickey Peabody
Vivian Thompson
Dan Cummins
Veronica Shallou
Mendy Muniain
Janet Reynolds
Saundra West
Bob Gooch
Steve Mahaney
Amy Thompson
Craig Macho, The
Oakdale Leader
Susan Mendieta
Filmore Brimage
Chris Courtney

MEETING CALLED TO ORDER

The Governing Body meeting was called to order by Director Wikoff.

INVOCATION

The invocation was a moment of silence.

PUBLIC COMMENT

Saundra West addressed the Board regarding the Foundation Gala Event. She stated that the Foundation Board felt that there was a general lack of participation by the Board members and asked that they make an effort to participate next year.

Bob Gooch addressed the Board. He distributed a letter from the USW and then read the letter to the Board. The letter will be an attachment to these minutes.

Raelene Brown, representing Stanislaus and Tuolumne Co. Central Labor Council, asked the Board Members to please consider sitting down with the union and discuss the issues at hand between the hospital and the United Steel Workers.

CONSENT CALENDAR

Director Abell had some questions about the MediTech system. Susan Spoelma gave an update on the MediTech System and how it is being updated to comply with National Patient Safety goals.

Cheryl Koff explained that in her report the Care Center has received a 4, out of 5, star rating and how we compare to other facilities.

Director Abell made the motion to approve the consent calendar for May 2010. Director Belski made the second.

AYES: Abell, Chock, Teter, Wikoff
Belski, Vaughan, Wiley

NOES:

ABSENT: Chun, Cash

ABSTAINED:

MOTION CARRIED

BOARD INFORMATION ITEMS

Director Abell encouraged all Board members to contact their California Assembly legislator and encourage a “yes” vote on SB726 which would allow rural hospitals to employ physician assistants.

Director Wikoff added that legislatures from our area are supposed to vote no on this so we need to call them and explain how hard it is for rural hospitals to recruit physicians and please vote yes on SB726.

APPROVAL OF MINUTES

April 28, 2010 minutes

Director Abell made the motion to approve the minutes of the April 28, 2010 meeting. Director Vaughan made the second.

AYES: Abell, Chock, Teter, Wikoff
Belski, Vaughan, Wiley

NOES:

ABSENT: Chun, Cash

ABSTAINED:

MOTION CARRIED

FINANCE COMMITTEE MEETING

Approval of April Financial Report

Wayne Mills gave the Financial Report for April 2010. He stated that the acute and skilled admission fell short of budget at 19% and 8%. The Care Center's average daily census was 93.3 which is about 2% below budget.

The gross patient revenue was \$13,390,000 and inpatient revenue fell short of budget \$1,469,000 and out patient revenue lagged budget \$1,118,000 and there was a total revenue short fall of \$2,586,000.

Total net of bad debts was \$73,000 and personnel expenses were \$206,000 which was 7.9% below budget and the benefit usage remains favorable at 53.8%.

It is the recommendation of the Finance Committee to approve the April financial report.

Director Vaughan made the motion to accept the recommendation of the Finance Committee and approve the Financial Report for April 2010. Director Chock made the second.

AYES: Abell, Chock, Teter, Wikoff
Belski, Vaughan, Wiley

NOES:

ABSENT: Chun, Cash

ABSTAINED:

MOTION CARRIED

Charity Care Cases

There were no charity care cases for the month.

2010 Operating Budget Discussion and 2010/11 Capital Budget Discussion

Wayne reported that the 2010/2011 budgets are still a work in progress. There will be a special Finance Committee meeting on June 9th at 5:00 p.m. and the budget will be presented to the Board at the June 30th meeting.

Dr. Cash arrived at the meeting.

OVERSIGHT COMMITTEE UPDATE

Mickey Peabody gave the Board an update on the May 18, 2010 Oversight Committee. She did a recap on the function of the Oversight Committee and a history of the General Obligation Bonds and the original amount of the bonds was \$38,074,268.

Mickey reported that the expenditures from January to March 2010 totaled \$2,529,898 and the draw down from January to March was \$2,104,000. She stated that the bond money should be spent by the end of the year and the will be the end of the Oversight Committee.

The next meeting is August 17, 2010 at 7:30 a.m. and the public is invited to attend.

BOARD EDUCATION SESSION

New Sleep Center

David Rodrigues made a presentation to the Board regarding the new sleep center. David announced that the sleep center is officially opened and that Dr. Robert Monie will be the Director. David also introduced Leann Macintosh and Jennifer Virrey as the technicians.

David showed a power point presentation with pictures of the sleep center and stated that an open house will be planned in the near future.

MEDICAL STAFF REPORT

Dr. Belski gave the Medical Staff report. She stated that all the policies presented have been through the appropriate committees and have been approved by the Medical Executive Committee and it is their recommendation to approve them.

Forms

1. Form Asthma Actio Plan
2. Form 0024 Physician Orders Cesarean Vithr
3. Form 0030 Patient Discharge Instructions by Nursing
4. Form 0154 Physician Orders palliative Care/End of Life
5. Form 0232 FCMC – Antepartum Orders
6. Form 0535 Interdisciplinary Patient Education Flow Sheet
7. Form 0633 Central Line Insertion Practices Adherence Monitoring (CLIP)

Administrative Manual Policies

1. Facility Patient Directory – Admitting Department (retire)
2. Organizational Chart
3. Utilization Management Plan

All Hazards Emergency Operations Plan Manual

1. Pandemic Influenza and H1N1 Preparedness Plan
2. Traffic Control/Disaster in Progress (new)

Anesthesia Manual Policies

1. Monitoring and Infusion Protocol for Patients Receiving Epidural Analgesia
2. Nursing Procedure for Intermittent, Continuous and PCA Infusions via Epidural Catheter

Clinical Manual Policies

1. Blood Products Procedure
2. Central Venous Catheter
3. Critical Value/Test Results Read-back
4. Epidural & Intrathecal Pain Management
5. Guidelines for Prevention of Surgical Site Infections (new)
6. Insertion of PICC/Midline Catheters Standardized Procedure
7. Maintenance of PICC/Midline Catheters
8. Medication Labeling in the Perioperative and Procedural Settings
9. Patient and Family Education
10. Patient Identification
11. Patient Medication Reconciliation
12. Rapid Response Team
13. Suicide Risk Screening
14. Swabbing the Anterior Nares for MRSA Screening

FCMC Manual Policies

1. Assisting the Physician with a Circumcision

FCMC Manual – Request for Retirement

1. Care of Infant in Withdrawal
2. Policy and Procedure Updating
3. Post Exchange Transfusion

4. Security Badge Count
5. Sibling Class
6. Taking a Rectal Temperature

Infection Control Manual Policies

1. Hand Hygiene
2. Hospital Acquired Infection
3. Orientation/Reorientation Infection Control/Employee Health

Pharmacy Manual Policy

1. Anticoagulant Management
2. Titration of Intravenous Management

Director Cash made the motion to accept the recommendation of the Medical Executive Committee and approve the Medical Staff report. Director Wiley made the second.

AYES: Abell, Chock, Teter, Wikoff
Belski, Cash, Vaughan, Wiley

NOES:

ABSENT: Chun

ABSTAINED:

MOTION CARRIED

CHAIRMAN’S REPORT

Director Wikoff stated that he had attended the annual Association of Healthcare Districts Annual (ACHD) meeting. He stated they reviewed a new District Model on how Boards are selected and developed as well as strategic planning, physician recruitment and chronic disease management.

He also attend the annual CHW Facilities Board Chair meeting and Lloyd Dean of CHW gave an update on Horizons 2020 which is CHW’s strategic plan.

CEO REPORT

John Friel congratulated Dr. Belski who will be the incoming President of the Stanislaus Medical Society.

Riverbank Property

John Friel stated that there are two pieces of property in Riverbank that will be brought to the District Board for possible sale. We have received offers on both properties located at 6449 Third Street and 3303 Stanislaus in Riverbank.

Update on Building Project

Now that the building has been wrapped in plastic they have started the fireproofing and the framing on the east side of the building as well as conduit being laid.

They have poured the concrete on the roof for the air conditioning units and the air handlers will be installed next week.

CHW REPORT

No report for this month.

CORRESPONDENCE

Director Abell read a letter from the Foundation stating that they had raised just under \$66,000.00 at the annual Gala Event and thanked the Board for their support.

ADJOURNED TO CLOSED SESSION

There being no further business, the Governing Body meeting was adjourned to closed session.

ANNOUNCEMENT OF EXECUTIVE SESSION

The Minutes of the April 28, 2010 meeting were approved.
The Environment of Care for the 1st quarter was approved
The Medical Staff Report was approved.
The Quality Improvement report was approved.
Update on litigation United Steel Workers vs. Oak Valley Hospital District was information only...no action was taken.

Melissa Tozzi, Recording Secretary

APPROVED: _____ DATE: _____
Belinda Abell, Secretary/Treasurer