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**Special Meeting of the Board of Directors
Wednesday Dec. 19, 2018
7:30 am
Mark Twain Medical Center Classroom 2
768 Mountain Ranch Rd,
San Andreas, CA**

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:** 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:** 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.

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Agenda – Dec. 19, 2018 MTHCD Special Board Meeting

A. Un-Approved Minutes:

- Un-Approved Special Board Meeting Minutes for Nov. 7, 2018
- Un-Approved Special Finance Committee Meeting Minutes for Nov. 13, 2018
- Un-Approved Board Meeting Minutes for November 28, 2018

6. MTHCD Reports:

A. Presidents Report:Ms. Reed

- Association of California Health Care Districts (ACHD):

B. Ad Hoc Real Estate:Ms. Reed / Ms. Al-Rafiq

- **Update on the Valley Springs Health & Wellness Center:**.....Dr. Smart
 - Project Manager:.....Pat Van Lieshout
- **Update on Valley Springs Property - Phase II:**..... Al-Rafiq / Ms. Reed

C. Executive Director Report: **Action**.....Dr. Smart

- **VS H&W Center - Draft Policies:**

1. Accounts Payable:
2. After Hours Telephone Management:
3. Age Restriction:
4. Annual Clinic Evaluation:
5. Answering a phone Call;
6. Auxiliary Aids and Services for Persons with Disabilities:
7. Business Hours:
8. Communication with Persons with Limited English Proficiency:
9. Dissemination of Non-Discrimination Policy:
10. Equipment Management:
11. Incident Reports:
12. Laboratory Electrical Safety:
13. Laundry and Linen:
14. List of Services:
15. Litigation (Potential):
16. Medication Supply and Equipment Recall:
17. Mission Statement:
18. Non-Discrimination:
19. On Call Program
20. Par Levels:
21. Patient Left Without Being Seen:
22. Patient Portal:

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- 23. Patient Rights and Responsibilities:
- 24. Policy Development and Review:
- 25. Preventative Maintenance Inspections:
- 26. Scope of Services:
- 27. Section 504 Grievance:
- 28. Section 504 Notice of Program Accessibility:
- 29. Statement of Ownership and Governance:
- 30. Waste, Fraud and Abuse:

- Strategic Plan Matrix (Last Updated 12-1-2018):
- Public Messaging:
- Community Hospital Corporation:
- Homeless Task Force (NPLH):

D. Corp. Board Report:Ms. Reed / Ms. Atkinson

E. Stay Vertical Calaveras:.....Steve Shetzline

7. Committee Reports:

A. Finance Committee:.....Ms. Atkinson / Ms. Radford

- Annual Audit: **Action:**.....Ms. Atkinson
- Financial Update:..... Mr. Wood
- Recommendation-Approval of Nov. 2018 Financial Statements: **Action**.....Ms. Atkinson
- Investment Activities:.....Mr. Wood

B. Ad Hoc Lease Review Committee:.....Ms. Reed / Ms Atkinson

C. Ad Hoc Policy Committee:.....Ms. Atkinson / Ms Al-Rafiq

D. Ad Hoc Community Grant:.....Ms. Radford / Ms. Sellick

- Grants Calendar:.....Dr. Smart
- Grants - AB2019:.....Ms. Radford / Dr. Smart

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8. Board Comment and Request for Future Agenda Items:

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

9. Next Meeting:

A. Wed. January 30, 2019

10. Adjournment: Action:

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