



P. O. Box 95
 San Andreas, CA 95249
 (209) 754-4468 Phone
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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**

Friday November 21, 2025

9:00am

Approved 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 9:04am.

2. Roll Call:

| Member | In Person | Via Zoom/Phone | Absent | Time of Arrival |
|----------------------|-----------|----------------|--------|-----------------|
| Linda Reed | X | | | |
| Debra Sellick | | | | 9:06am |
| Lori Hack | X | | | |
| Richard Randolph | X | | | |
| Johanna Vermeltfoort | X | | | |

Quorum: Yes

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

Motion to approve agenda by Ms. Vermeltfoort
Second: Mr. Randolph
Ayes: 4
Nays: 0

4. **Public Comment On Matters Not Listed On The Agenda:**

Hearing none.

5. **Consent Agenda:** Public Comment – Action

A. Correspondence:

- Calaveras High School - College & Career Day Oct. 28, 2025 - Thank You
- Mark Twain Medical Center Foundation – Pink Tie Gala 11-4-2025 – Thank You

B. Un-Approved Minutes:

- Finance Committee Meeting Minutes for Sept. 30, 2025
- Finance Committee Meeting Oct. 22, 2025
- Board Meeting Minutes Oct. 22, 2025

Motion to approve consent agenda with Meeting minutes by Ms. Vermeltfoort
Second: Mr. Randolph
Ayes: 4
Nays: 0

6. **Outreach Understanding Resources** (OUR) Veteran Program:

Jose Garza came to the Board meeting for an in person presentation of this new program. This program is designed to assist and support Veterans throughout Calaveras County through our Behavioral Health professionals at VSHWC.

7. **MTHCD Reports:**

A. President’s Report:.....Ms. Reed

- Association of California Health Care Districts (ACHD) Nov. Newsletter
- CEO/Medical Director and Board President weekly meetings

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

Meeting today at 12pm.

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

Meeting on Tuesday.

C. Chief Executive Officer's Report:

- General Comments:

The BHCIP is complete and operational with the Certificate of Occupancy. Still need 16 additional parking spaces. 13-14 Contractors showed up for bid opening. Team will meet and determine lowest qualifying bid.

See CEO Report Attached.

- Construction Updates:

Solar Canopy on new SW parking lot will be funded with money from the BHCIP grant.

- Settlement Appeal – Prospective Payment System (PPS) Rate:

Appeal process finished, in our favor. PPS rate set at \$380/per encounter.

- Internal Controls: Public Comment - **Action**

Motion to approve Internal Control Standards approved as presented by Ms. Hack

Second: Mr. Randolph

Ayes: 5

Nays: 0

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

- Policies for Nov. 2025 Valley Springs Health & Wellness Center:

New Policies

N/A

Revised Policies

AED

Contagious Patient

Handwashing

Incident Reports

Scope of Services

Transfer of Patient to Hospital

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

Active Shooter

Ambulatory Blood Pressure Monitoring

Animal Bite Reporting

Earthquake or Weather Emergency

Integrated Behavioral Health Peer Review

This Institution is an Equal Opportunity Provider and Employer

Minutes November 21, 2025, MTHCD Board Meeting

Board Approved Dec. 4, 2025

Late Arriving Unscheduled Patients

Mass Casualty Response

Registering Patient Complaints

Staff Meetings

Supply Ordering

Toothache Policy

Visitors and Relatives

VSHWC Recruitment and Retention

Volunteer Deployment

Waived Testing CoaguCheck XS PT

Waived Testing - Fecal Occult Stool

Waived Testing Blood Glucose

Waived Testing Hemoglobin A1C

Waived Testing Hemoglobin

Urine Collection-Clean Catch Female

Urine Collection-Clean Catch Male

Motion to approve policies as listed by Ms. Vermeltfoort

Second: Ms. Sellick

Ayes: 5

Nays: 0

8. VSHWC Quality Reports: – June 2025:

- Quality – Oct. 2025:

The clinic had 2882 visits. 123 New registered patients with 120 of them seen in October. RoboDoc received 64 calls.

- Clinect – Oct. 2025:

Clinect is our new patient satisfaction survey platform.....we sent out 1,000 requests and had a return of 91. This is an increase from our prior provider and we are still partnering with the Clinect representative to improve our response rates.

9. Ralph E Brown - Up Date - AB 707:

Senate bill 707, signed by the governor brings significant changes to public agencies. Staff and Board members to attend Webinar training on Dec. 10th hosted by CSDA

10. MTMC Capital Improvement Update:

Seismic project: Engineers reports are complete as to the preferred placement of the 3 tanks required (Water, Sewer, Fuel) Report to be sent to the District upon receipt per Gary Arvin.

11. Committee Reports:

A. Ad Hoc AED for Life:

2 new AEDs were purchased this week. Working on a new strategy for recipients (cost sharing)

B. Ad Hoc Community Engagement:

Continued partnership with different organizations to further our outreach on Health Care, Veterans program and Mental health support for youths.

C. Ad Hoc Community Grants:

- West Calaveras Rotary Charities, Inc. Public Comment – Action

Motion to donate \$2,500 unrestricted funds by Ms. Hack

Second: Mr. Randolph

Ayes: 5

Nays: 0

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

Held a meeting to discuss outstanding contract (s). Moving forward this committee will be looking at annual reviews of benefit package.

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

- District Policies Presented for 30-day Review on Nov. 21, 2025
 - Policies No. 17, 18, 22, 26 (New) 29 & 30

Will review and bring back for approval.

F. Ad Hoc Real Estate:..... Ms. Gillespie / Mr. Randolph / Dr. Smart

No Report.

G. Finance Committee:

- Financial Statements – Oct. 2025: Public Comment – Action

Fiscal year end 2024/2025 audit is complete. Settlement money recognized in prior period so Accounting will true up financials with regard to the audit. Adjustments to be recorded on December financials and reported at next meeting.

Motion to approve financials as presented by Mr. Randolph

Second: Ms. Vermeltfoort

Ayes: 5

Nays: 0

11. Board Comment and Request for Future Agenda Items:

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

- Lights of Love - Tree – MTMC Foundation December 1, 2025

12. Next Meeting:

- December 4, 2025 starting at 8:30am: Auditor to report on audit.
- January 28, 2026 starting at 9:00am:
- Strategic Planning Meeting Feb. 6, 2026.

13. Closed Session: Medical Director Position - Pursuant to Gov. Code 54957:

Meeting went into closed session at 11:09am

- Reconvene to Open Session: at 11:37am.
- Report & Roll Call Vote if Action Taken in Closed Session: Public Comment – **Action**

No action to report.

| Board Member | Yes | No | Abstain | Recuse |
|---------------------|-----|----|---------|--------|
| Linda Reed | | | | |
| Debra Sellick | | | | |
| Lori Hack | | | | |
| Richard Randolph | | | | |
| Johanna Vermeltoort | | | | |

14. Adjournment: Public Comment – **Action:**

Motion to adjourn by Ms. Vermeltoort

Second: Mr. Randolph

Ayes: 5

Nays: 0

Time: 11:39am


Debra Sellick, Secretary



MARK TWAIN HEALTH CARE DISTRICT

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CEO Report to the Board of Directors for date: November 21, 2025

Community Health and Outreach to enhance Community Engagement and build public trust:

Habitat for Humanity Calaveras: met 3 times to collaborate on O.U.R Veteran program:
We discussed their program and our program with Jose and Susan from our Peer Specialist team, many synergistic components from both programs. Both teams are partnering to network throughout the county with heavy involvement from the VA posts. We anticipate forward movement in Q1 of 2026.

Behavioral Advisory Board hosted by Human Health Services: Meet monthly with their Board. This is more of a support and information sharing meeting from a county and peer-patient program. Discussion of their mobile unit now active on the E. St. Charles Campus for prescription disbursement

Valley Springs Rotary: Presented MTHCD-VSHWC update and CEO transition.

Children’s Advocacy Center: 2 meetings to discuss support, training and new programs to support CAC as well as our Behavioral team. Main focus surrounding “littles” counseling and physical exams conducted at VSHWC. Process to start as early as December 2025

Destination Angels Camp: presentation to the Board on CEO transition and VSHWC programs
CCOE Superintendent Meeting: Met with several different superintendents of Calaveras County to discuss early intervention and proactive counseling of mental health services to school age children. Primarily in elementary middle school ages. Very dire need for tele-health (Robodoc) model and then referral to in person and med management. Early stages of fact finding, Dr. Smart developing a Tele psych concept

MTMC Foundation: attended the Pink Tie Gala to support Women’s Health

Financial Stability to improve operating margin by 2% and deliver transparency and efficiency:

Rick Wood: early stages of working with CFO to highlight areas where margins can improve

Tina: working with VSHWC on 2 current vendors for bids and services for comparison

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| Quality of Care – Enhance patient experience through surveys: |
| Clinect: New survey tool and resource patient surveys. Dr. Smart and Tina in the initial stages of compiling data from this new provider. I will coordinate with them throughout the process to ensure my support and role for improvement |
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| Workforce management to improve employee satisfaction, engagement and retention: |
| Human Resources: Working closely with HR admin and Tina on 3-4 processes. Involved in all interviews, hiring and onboarding for new hires. Employee survey is an action item that I will build upon throughout fiscal Q3 & Q4 |
| Summary: Working effectively on all above areas. I am incorporating Board Of Supervisor meetings, County collaboration and establishing relationships for Director level and departments, establishing meeting with Teresa Hitchcock CAO, 211 program, Advocacy involvement through ACHD, CEO interaction with select ACHD CEO's with like programs. VSHWC: continue to partner with Dr. Smart on staff meetings, operational components, construction projects (West Wing and South Parking lot) |
| MTMC: Regular meetings with Doug Archer and Gary Arvin |
| District Office: on going support and “tweaks” to duties and responsibilities of staff for improvement to those we serve and support |
| |
| |

Traci Whittington is inviting you to a scheduled Zoom meeting.

Topic: MTHCD Board of Directors Meeting

Time: Nov 21, 2025 09:00 AM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/88358901168?pwd=IrGx8RmVrgihCbgldV3nbPpW47de23.1>

Meeting ID: 883 5890 1168

Passcode: 731115

One tap mobile

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+16699006833,,88358901168#,,,,*731115# US (San Jose)

Join instructions

<https://us02web.zoom.us/join/88358901168/invitations?signature=s8c7MQ4A4GrJ07XXHe69d1TskT1L3iOLkEtIDMUdahl>