

The purpose of Redwoods Rural Health Center is to provide responsive, preventive, high quality primary health care services, through a variety of healing disciplines, to all people without regard to social or economic status. We emphasize the client's right and responsibility to participate in his or her own health care decisions. It is our hope that the clinic be a place where the needs of the whole person are met-body, mind, and spirit.

**Redwoods Rural Health Center
Board of Directors Meeting
April 28, 3009
6:00PM at the Health Center in Redway**

Board Members Present: Kathy Epling, Janet Fitzgerald, Thad Horner, Sydney King, Pamela Moore, Shelby, Rick Silva, Shon Wellborn

Board Members Absent: Carol Lee

RRHC Staff Present: Jeanie Eldridge, RRHC CFO; Jim Gergits, RRHC operations manager; Jim Murphy, RRHC Interim Executive Director; Wendi Joiner, RRHC Medical Director

Others Present: Consuelo Hernandez, Cal Mort project officer; Harry Jasper, SHCHD CEO

President Thad Horner brought the meeting to order at 6:07PM after those present had an opportunity to eat some of the delicious food provided by RRHC. (the grapes were especially delicious).

The following changes were suggested for the Agenda: the addition of the Patient Identification Policy to the ED report; the addition of a presentation from Dr. Joiner about swine flu at the start of the meeting; and the addition of a discussion of CQI during the closed session.

MOTION: That the minutes be approved with the above changes.

The motion was made by Rick Silva and Seconded by Shon Wellborn.

MOTION PASSED unanimously

SWINE FLU

Dr. Wendi Joiner was on hand to give the board a brief update on the swine flu situation and on how the health center is handling this. She had done an in-service with the staff at the start of the day.

Within Southern Humboldt there are, said Dr. Joiner, only capacities to test 12 patients for the flu. The test involves a simple swabbing procedure, but there are only sufficient swabs at the moment for that dozen, split between the Hospital, their clinic, and our clinic. Our medical staff is contacting necessary places to get more.

She suggested that those feeling ill stay home for at least a 7 day period from onset of symptoms; children should probably stay home for 10 days. There are antivirals for

treatment of the stricken person and those exposed; she is checking to see that they are actually stocked by the local pharmacy.

Staff has been instructed in how to handle these cases, should we see any, with proper precautions.

Dr. Joiner was thanked for her update and for her excellent work at the health center.

BOARD QUESTIONS ABOUT DEPARTMENTAL REPORTS AND CQI

The board had a few questions about division reports and the CQI report.

Kathy wondered why the CQI report was apparently from February? This was simply an error in not correcting the template, thought Jim Murphy, but he and Jeanie will double check.

Janet Fitzgerald wondered what the unbillable services in the Behavioral health department were. Jeanie Eldridge explained.

Rick Silva wished to comment that he opposed the selling of the generator at the Alderpoint Clinic and that it should be routinely run, briefly, and maintained. Kathy agreed with him, stating that although the clinic at Alderpoint is not open many days, the building represents a potential resource for that community during times of power outages or extreme weather conditions, and should be kept ready for such emergency times.

Shon Wellborn was curious about how the phone system was working; are the glitches being worked out? Things are still being worked on; possibly there need to be two lines in Marilyn's office so that Gail Eastwood may receive her calls without interference or confusion and vice versa.

There was some discussion of SHWT.

Thad was curious about the added expense of Delta Dental double x rays. Jeanie will talk with Megan and get more information.

MOTION: That the Consent Agenda, consisting of minutes of the March board meeting, the March 09 finance co meeting, the April 09 division reports and the April 09 CQI report and the March financials and the minutes of the April 20 special board meeting be approved.

The motion was made by Pamela Moore and seconded by Shon Wellborn.

MOTION PASSED unanimously

EXECUTIVE DIRECTOR'S REPORT

Jim Murphy gave the board more information on items in his Executive Director's report.

There was a discussion of the top 29 lab tests and costs of those.

Harry Jasper offered to meet with Jeanie Eldridge and give some quotes for lab tests from the local hospital. Jeanie will arrange a meeting.

Jim Murphy noted that there needs to be written policy for payment at time of service and what is to be done if clients refuse payment or if there are outstanding bills. Jeanie said that charts are flagged if there are outstanding bills and front desk staff does have procedures to follow. However, medical necessity, as determined by the medical staff, will over rule any financial issues.

Jim Murphy passed out some newer data on births in our area and low birth weight infants born to local mothers. He will continue work on helping set up prenatal care for the first two trimesters, with referral for the 3rd trimester and delivery, for RRHC.

The board is very much in favor of this.

He shared some patient letters and comments which were positive and reinforce the sense that RRHC staff is providing compassionate and timely care for all.

PATIENT IDENTITY POLICY

Federal standards mandate that health centers have a Patient Identity Policy to deal with questions of identity theft and such. Jim Murphy had prepared such a policy, which had been circulated to the board via email.

There was some discussion. Shon Wellborn noted that this is a living document and should be reviewed frequently.

MOTION: That the Patient Identity Policy be approved as submitted.

Kathy Epling made the motion which was seconded by Janet Fitzgerald

MOTION PASSED unanimously

Jim Murphy is returning to his home for a week and will return to the health center with 21 policies he believes may be helpful to RRHC.

Kay Christian had submitted a report on the Labyrinth project; the project will be completed soon.

Thad Horner wanted it noted in the minutes that the RRHC Board deeply appreciates Kay's work for the health center and that we will miss her a lot.

Thad updated the group on the ED hiring process. An offer has been made. We are awaiting response.

There was some discussion, particularly about housing, during which Harry Jasper brought to light some interesting stories about a local establishment's history. Who knew?

Advanced Agenda Items:

Update on the PPS rate reconciliation

Update on Prenatal

A/R policy and procedure.

The next RRHC meetings will be on May 26, 2009

Finance Committee will start at 5PM. All Board members are encouraged to attend this meeting if they can

Board Meeting will start at 6PM

The board went into executive (closed) session at 7:11, thanking Harry Jasper for attending our meeting.

During the closed session the board discussed the Labyrinth Project, SHWT, the CMS number for Alderpoint, and CQI reporting.

The board returned to open session at 7:32 and adjourned by mutual consent at 7:33PM

Respectfully submitted, Kathy Epling, RRHC board secretary