

BOARD MEETING MINUTES

April 19, 2019

Meeting was called to order at 5:30pm by Danelle.

Board Members Present: Danelle Dix – President; Wayne Garibaldi – Vice President; Toni Linde, Deon Tadlock, MD, Anne Platt

Board Members Absent: Jude Redkey, Lori Halvorson

Hospice Staff Present: Dan Riordan – Executive Director, Sheila Forney – DPCS, Dave Carlton – Thrift Store Manager, Karen Mason – Admin. Assistant, Renee Davis – Development

Guests: None

Minutes: February minutes reviewed. Dr. Tadlock moved to approve and Wayne 2nd. All in favor with none opposed.

Agenda was reviewed by Dan.

Director's Report

- Census is low. Held artificially at 29 for now based on short term capacity challenge.
- Bristol Hospice is seeing more hospice patients in the area as we have not been able to respond quickly enough to some referrals.
- We have not hired a clinical supervisor as of yet.
- New RN hired has been hired as Case Manager as well as QAPI/Compliance Nurse.
- We have work to do on the End of Life Option Act. We will meet in late April with Compassion and Choices to discuss the support and role they might play when and/or if a patient wants more information.
- We purchased a generator for our Administration Building in Jackson for emergency power outages. It is locked and automatically powers up during an outage.
- Estate – The profit and loss statement now reflects the additional gift, however without the estate the financials are slipping each month.
- We are not happy with our high cost of care however, overall financial position is solid.

Thrift Stores Report – Dave

- 3 solid months of sales income meeting and beating sales targets in Angels Camp
- TS Manager in Angels is out on LOA. We have moved another employee into the interim Assistant Manager position and she is doing well.
- Both stores are in a good place in terms of sales, staffing and volunteers
- Board packet titles for Thrift Stores Information within the Directors Report were switched and will be amended
- Held the Volunteer Lunches last week, good turnout in both counties. Toni, Danelle and Wayne attended the Amador lunch.

Clinical Report – Sheila

- Challenges continue with staffing.
- Another RN is out for another 60+ days. Scheduled to return at the end of June.
- Long-term LVN relocated to So California.
- One RN terminated
- On-call RN resigned from the On-Call position but staying on working days. Dan added that we are researching companies with certified on-call RN's who triage the calls and our RN's go out only if a visit is needed.
- Case Managers are doing their own admissions whenever possible and are participating in the on call rotation. Both Dan and Sheila are participating in the Administrative On call rotation.
- We have 5 per diem RN's on board currently. Overall per diems are doing well
- Overall, agency morale continues to improve.

Grief Support

- Danelle asked if we had changed the policy regarding grief support. She had heard a negative comment.
- Sheila said yes, we shared this at the weekly grief support meeting. Beginning next week starts a 12 week program, then monthly meetings for the more social aspect of the group meetings. We have had several calls regarding this. It is a two part issue. Medicare mandates 13 months of grief support, we do this with our mailing. We have for many years offered the traditional support groups which in some cases turns into a social event where some folks continue to attend year after year rather than "graduate" . The new 12 week program will help with this. Those who still feel they need the support group after 12 weeks can be referred to sources who can offer them the help they need.

End of Life Option Act (EOLo)

- Dan presented a PowerPoint presentation on the End of Life Option Act that focused on history, the new law, and a proposed policy statement.
- Good discussion was had regarding the various policy positions with the Board ultimately agreeing on an Educate and Support Policy by a vote of 5-0 all in favor. We have agreed to try and keep the implementation and ongoing participation as simple as possible.
- Dan will be meeting with people from Compassion and Choices to determine when and how to make a referral and provide patients and families with the information they need/want.
- Board was reminded to please read EOLO draft policy position and let Dan know if they had any concerns or questions.
- Dan will share potential language to include in our Patient's Bill of Rights (within the admission packet) with an emphasis on keeping it simple and keeping Hospice in a neutral place while still providing the support that patients and families rely upon Hospice to provide.

Healthy Workplace Initiative

- Draft Communication Plan was shared with EAG and we are awaiting their feedback.
- Thrift Store's participated by sending a representative from each store to the EAG meeting in March.
- At the stores Dave has initiated additional meeting opportunities.
- Monthly Leadership meetings and development continue to take place.

End of Open Session

