

Hospice of Amador & Calaveras Board of Directors – Meeting Minutes May 17, 2016

HOAC Business Office Conference Room
5:30 p.m. – 6:00 p.m. (6:00 p.m. – 6:30 p.m. Closed Session)

Board Members Present: Danelle Dix, **President**, Lori Halvorson, Toni Linde, Dr. Skip Tadlock, Wayne Garibaldi, **Vice President**

Board Members Absent: Jude Redkey, **Secretary**, Anne Platt

Staff Present: Dan Riordan, **Executive Director**, Sheila Forney, **DPCS**, Karen Mason, **Recorder**

Guests: None

The meeting was called to order at 5:35 p.m. by Danelle

Approval of Minutes

MOTION # 01 - 05/17/16: That the Board accepts the Minutes of the meeting of April 19, 2016 as presented. Moved:-Toni Linde, Seconded: Dr. Tadlock, CARRIED

Directors Report – Dan

Healthy Workplace - Communication plan, Advisory group, Recognition programs in place. Staff meeting-All Staff went well. Danelle asked about fear amongst staff? Stated she is impressed with work done re: Healthy Workplace as she knows from experience it is difficult to do. Dave, Sheila & Dan are working on management training weekly & monthly. Staff Retreat planned for June 30th.

EOLO – Presented to staff, finalizing policy & procedure (Handouts to board) Next step: Identify local Physician, C&C invited to do some training with staff June 16th

Sutter/Dignity Discussions – Sutter – Top people will come to talk offer, Dan will make board aware when scheduled if members want to attend meeting. Dignity – Another conversation, they are scrutinizing documents sent, regions are re-drawing boundaries, make up as they go, 3 weeks before they are ready for discussions. RMHC – Informed we are not interested. Bristol - **Western division of Bristol** emailed to set up information gathering meeting. Danelle asked about warning at the end of email from Bristol, Dan corrected it was RMHC not Bristol and he is not concerned.

Clinical Update – Sheila –

Financials show \$30,000 loss – Census driven with \$6,000 loss/Mo/Patient, Cross training new per-diem RN's so cannot send home with low census, once trained per-diem staff will be cost effective when census drops. Danelle said "it's concerning, did you show the graph to the staff? Yes. Good news: several referrals, no waiting list, Staffing right where we want to be, RN Supervisor-Ken Pitsenbarger experienced, go getter will start July 1st. LaDonna Seeley RN/QAPI doing well, go getter. Janine on LOA will return August 1st. On-Call issue re: Mark's email people not picking up calls corrected, Answering service has issues with change of company. Morale is good, improvement overall.

Thrift Update – Dan

Refer to reports. AC WC Investigation – not seeing validity. Mix up on Financials, Dave Corrected. Advertising for stores looking at reduction to lean the budget.

HR Update – Dan

Refer to Pat's report. Clinical Supervisor hired, 3 other per diem RN's interviewed and hired. First time in 14 months clinical is fully staffed.

Board members expressed relief and were very happy that the reporting this meeting was very positive and moving in the right direction. Wayne Garibaldi arrived to meeting.

Adjournment

MOTION # 02 - 05/17/16: There being no further business the meeting was adjourned at approximately 6:15pm. Moved: - Danelle Dix, Seconded: - Toni Linde CARRIED

Closed Session was not necessary as there were no guests present.