



AGENDA

LAST FRONTIER HEALTHCARE DISTRICT BOARD OF DIRECTORS

Thursday, April 24, 2025, 3:30 pm
City Council Chambers; Alturas City Hall; Alturas, California

Parties with a disability, as provided by the American Disabilities Act, who require special accommodations or aids in order to participate in this public meeting should make requests for accommodation to the Modoc Medical Center Administration at least 48 hours prior to the meeting. Board Agenda packets are available to the public online at www.modocmedicalcenter.org or at the MMC Administration offices.

3:30 pm - CALL TO ORDER – C. Madison, Chair

1. PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA – C. Madison, Chair

2. AGENDA APPROVAL - Additions/Deletions to the Agenda – C. Madison, Chair

3. PUBLIC COMMENT - This is the time set aside for citizens to address the Board on matters not on the Agenda or Consent Agenda. Comments should be limited to matters within the jurisdiction of the Board. If your comment concerns an item shown on the Agenda, please address the Board after that item is open for public comment. **By law, the Board cannot act on matters that are not on the Agenda.** The Chairperson reserves the right to limit the duration of each speaker to **three minutes**. Speakers may not cede their time. Agenda items with times noted, will be considered at that time. All other items will be considered as listed on the Agenda, or as deemed necessary by the Chairperson.

4. VERBAL REPORTS

- A.) K. Kramer – CEO Report to the Board
- B.) E. Johnson – CNO Report to the Board
- C.) J. Lin – FD Report to the Board
- D.) A. Vucina – CHRO Report to the Board
- E.) A. Willoughby – COO Report to the Board
- F.) Board Member Reports

5. DISCUSSION

- A.) A. Doss – Risk and Quality Update to the Board
- B.) J. Carrilo – Update on ECM Program

REGULAR SESSION

6. CONSENT AGENDA - Items under the Consent Agenda heading do not require discussion before a vote. If discussion is needed, that item needs to be moved to the Consideration/Action part of the Agenda where discussion is allowed.

- A.) D. King - Adoption of LFHD Board of Directors Regular Meeting Minutes – March 27, 2025, Attachment A
- B.) T. Ryan - Medical Staff Committee Meeting Minutes – March 26, 2025 Attachment B
 - Medical Staff Committee Meeting Minutes – February 29, 2025
 - EOC Committee Meeting Minutes – January 07, 2025
 - Pathology Report – No Report.

7. CONSIDERATION/ACTION

A.) E. Johnson – Departmental Manuals

Attachment C

B.) J. Lin – March 2025 LFHD Financial Statement (*unaudited*)

Attachment D

EXECUTIVE SESSION

8. CONSIDERATION / ACTION

A.) T. Ryan – Medical Executive Committee Minutes & Credentialing Items – February 26, 2025
(Per Evidence Code 1157)

Attachment E

- Medical Executive Committee Minutes & Credentialing Items OPPE 2019B – January 29, 2024

B.) C. Madison – K. Kramer, CEO Evaluation
(Per Evidence Code 54957)

REGULAR SESSION

9. CONSIDERATION / ACTION

A.) T. Ryan – Medical Executive Committee Minutes & Credentialing Items – February 26, 2025
(Per Evidence Code 1157)

- Medical Executive Committee Minutes & Credentialing Items OPPE 2019B – January 29, 2024

B.) C. Madison – K. Kramer, CEO Evaluation
(Per Evidence Code 54957)

8. MOTION TO ADJOURN – C. Madison – Chair

POSTED AT: MODOC COUNTY COURTHOUSE / ALTURAS CITY HALL / MMC WEBSITE / MMC FRONT ENTRANCE -
(www.modocmedicalcenter.org) ON April 18, 2025.

ATTACHMENT A

Adoption of LFHD Board of Directors Regular Meeting Minutes March 27, 2025



REGULAR MEETING MINUTES

LAST FRONTIER HEALTHCARE DISTRICT BOARD OF DIRECTORS

Thursday March 27, 2025, at 3:30 pm
City Council Chambers; Alturas City Hall; Alturas, California

Directors present: Carol Madison, Rose Boulade, Mike Mason, Paul Dolby, Keith Weber
Directors absent:
Staff in attendance: Kevin Kramer, CEO; Edward Johnson, CNO; Adam Willoughby, COO; Amber Vucina, CHRO; Jin Lin, Finance Director
Staff absent: Denise King, LFHD Clerk

CALL TO ORDER

Carol Madison, Chair, called the meeting of the Last Frontier Healthcare District (LFHD) Board of Directors (Board) to order at 3:30 p.m. The meeting was held at the City Council Chambers, 200 W North St, in Alturas, California.

1. PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA

2. AGENDA – Additions/Deletions to the Agenda

Paul Dolby moved that the agenda be approved as presented, Rose Boulade seconded, and the motion carried with all present voting “aye.”

3. PUBLIC COMMENT

An individual of the public attended to ask questions regarding dialysis services, mobile MRI and mobile Mammograms.

4. VERBAL REPORTS

A) K. Kramer – CEO Report to the Board SNF Project

- Received details on Amendment 5 Change Order. Have not had a chance to go through the backup. Change order is for \$245,000, but we will go through backup first to figure out if it is something that is justified or that we can approve.
- USDA has said we can use the grant for equipment procured for the SNF. We can also add a generator for the hospital, which we intend to do to use up the rest of the grant funds.
- No update on grant application for full geothermal reinjection well project. The school district does have a contractor engaged to evaluate/test the current AL-1 well at the high school to see if it could be repurposed as a reinjection well.
- CMS has not responded to our request to keep the old SNF open. They are reconsidering their initial decision, and at this point, this has been elevated to the Baltimore office for a decision.
- Over the last couple of weeks we have received over \$500k in change orders pertaining to a lot of work that has already been completed and that had no supporting documentation authorizing expenditure of these funds. We are in discussions with Swinerton about this right now and I have made an initial proposal back to them to only pay for portions of the work that have not already been completed, since we are just now getting pricing on these items after they had already initiated work on them. Will keep board apprised of how negotiations go on this and these will come to the Board for approval after all negotiations are final if we are able to reach middle ground on these.

340B Compliance

- Letters were all sent to Drug Manufacturers and we have received some reimbursement requests back from some of them. To date we have paid out about \$13,500.00 in claims and continue to receive more

claims from drug manufacturers each week. Will keep the Board updated as this progresses further and we approve additional claims payment.

MRI Services

- Heritage mobile unit is in Fall River right now, waiting to be licensed so we can use it. Probably another month or two out from being able to utilize this service again.
- BBK is still working on the agreement that would exist between all five facilities in our region that want to buy and use a jointly owned MRI unit in a couple of years. This work is still underway.

Ambulance Data Reporting

- I am still trying to finalize our reporting for this to CMS so we can avoid the 10% penalty in our reimbursements for not complying with the reporting requirements.

Quality Program Revamp

- Process has begun to revamp the quality program. We will likely land on a program that is more project based and that focuses on fewer indicators and initiatives in hopes that we can get more engagement out of our staff and make some better gains with quality initiatives at Modoc Medical Center.

Other Items

- Federal Medicaid cuts could impact us, depending on what they end up doing. Will keep you posted on how this progresses as we move forward. Lot of advocacy efforts right now are focused on trying to limit cuts made to Medicaid program at the federal level.
- ERC Funding-COVID-Jin is working with a vendor to see if we might qualify through a stipulation regarding utilization going down. This is a contingency-based firm and they will be paid 15% of whatever our claim is to the IRS if we qualify. If we don't receive the money, if the IRS recoups the money, or if our claim/application is denied they will refund us that money back.

B.) E. Johnson – CNO Report to the Board

Warnerview

- Currently at a 4-star CMS rating.
- Census is currently at 45.
- We have CDPH here on a complaint visit. We received a deficiency for not reporting an incident with a resident with an unknown bruise to her breast area. The Plan of Correction has been completed and accepted by CDPH.

Acute

- Census is at three today – we have been running a daily census of three patients.

C.) J. Lin – Finance Director Report to the Board

Accounting

- We are starting to prepare the budget for FYE 2026, hopefully it will be finished by the end of May.
- We are still looking for a Controller.
- AP and Payroll are functioning well.

Office Workers

- We just hired two office workers. They are getting trained in different departments.

Purchasing

- The purchasing department has started getting very busy with orders for the New SNF.

D.) A. Vucina – CHRO Report to the Board

Permanent/Travel Staff

- We currently have 279 total staff – up by 7 since last month.
- We have a total of 22 travelers both Acute and SNF – no change.

Compliance

- Performance Evaluations 81% compliant
- TB 92% compliant
- Physicals 95% compliant

Customer Service Training

- Remaining staff (approximately 200) will complete a Customer Service training in April.

Mountain View Staff Orientation

- Committee is being created to plan and execute the orientation for all staff to attend in June to be oriented to the new skilled nursing facility building.

Union MOU Negotiations

- MOU term ends 6/30/25.
- Negotiations have begun and any approved changes will be brought before the board once negotiations are complete.

E.) A. Willoughby – COO Report to the Board Revenue Cycle

- Brought in \$2.55 million in payments last month. Our Medicare cost report settlements have concluded. Medicare across the board is still taking up to 45 days to process claims. Almost all of our high-level metrics were moving in the right direction at month end so we're looking good there and we'll see how March shakes out.
- We are in the middle of our chargemaster review and price transparency project in conjunction with CorroHealth. They are currently reviewing our chargemaster and setting up the CMS-mandated price transparency components that we are required to have on our website. We just reviewed the patient estimator tool in our bi-weekly call today that we are going to be rolling out in the next few weeks.
- We are also working on the setup/finalization of the setup for Enhanced Care Management billing. We do have 18 patients enrolled in that program.

Clinics

- In Alturas, Ryan Ciantar is now seeing patients, which will free Ruth up for more Hospitalist coverage on the acute side. Wendy will start in Alturas on Monday 4/1 as Miriam has now started seeing patients in Canby. On the dental front, we still have Dr. Licauco slated to start next week as our full-time dentist. Our Dental Coordinator departed us so we are backfilling that position and luckily had an office worker, Logan, training in that position for a little bit so he has been covering that position while we are backfilling it. The R1 team has made great strides with the dental AR backlog and has reduced the Medi-Cal AR from \$1.3 million to about \$250k, which is amazing.
- Julie, Jon and I are going to start looking at our CGCAHPS scores and seeing what we can do to improve on those.
- We just had another meeting with PHP about their clinic QIP program measures and we're excited to have a full-time manager in each clinic starting the year as we should be able to meet the measures they have set for us with concerted effort being put in on both sides.

Maintenance

- Marty, in conjunction with multiple disciplines, just coordinated and completed multiple panel shutdowns in the main hospital, as there was tie-in work that needed to be done for the current new SNF/HA project over this past weekend. This shutdown went smoothly.

New SNF and HA

- All the equipment that is in my purview to procure has now been ordered, which is a huge relief to me (unless we need to order a ¼ height Omnicell unit). One of the last orders to be placed was for the TVs, which has been completed and we were able to get these orders soon enough to avoid tariffs and a 25% increase on that order. I do still have some privacy curtains, shower curtains, and outdoor furniture to order as these items were just added to my scope.
- Swinerton is 22 days behind the contract schedule which brings Substantial Completion to April 29th, Completion of Construction Work to May 25th, and Project Final Completion date to June 25th. They are currently working on flooring and painting activities, which is always an indicator that they are getting closer to completion.
- We just had our second round of transition planning meetings, first round of onsite meetings, and those went really well with a lot of action items being identified. The current resident move day is Tuesday July 15th. We made a tentative decision to proceed with transition planning as if Warnerview is going to close as we have not heard back from CMS regarding their decision to let us keep it open. We do have contingency plans in place just in case CMS does give us approval to keep Warnerview open.

G.) Board Member Reports

- **Carol Madison** – Trying to convince a spine surgeon to pick up some shifts in our area.
- **Paul Dolby** – Nothing to report.
- **Mike Mason** – Nothing to report.
- **Rose Boulade** – Attended the Finance Committee Meeting.
- **Keith Weber** – Nothing to report.

5. DISCUSSION

REGULAR SESSION

6. CONSENT AGENDA - Items under the Consent Agenda heading do not require discussion before a vote. If discussion is needed, that item needs to be moved to the Consideration/Action part of the Agenda where discussion is allowed.

A.) **D. King - Adoption of LFHD Board of Directors Regular Meeting Minutes – February 27, 2025**

B.) **T. Ryan - Medical Staff Committee Meeting Minutes – February 26, 2025**

- **Medical Staff Committee Meeting Minutes – January 29, 2025**
- **Pathology Report – No Report.**

C.) **E. Johnson – Policy and Procedures**

- **Accounting**
- **Emergency Department**

Keith Weber moved that the Consent Agenda be approved as presented, **Rose Boulade** seconded, and the motion carried with all present voting “aye.”

6. CONSIDERATION/ACTION

A.) **K. Kramer – Swinerton Change Order #09**

Kevin Kramer reviewed Swinerton Change Order #9 with the Board and asked for any questions. **Paul Dolby** moved to approve Swinerton Change Order #09, **Rose Boulade** seconded, and the motion carried with all voting “aye.”

B.) **J. Lin – February 2025 LFHD Financial Statement (unaudited)**

Jin Lin, Finance Director presented the February 2025 LFHD Financial Statement provided in the Board meeting packet and answered the questions the Board had. **Rose Boulade** moved to accept the February 2025 LFHD Financial Statement as presented, **Keith Weber** seconded, and the motion carried with all present voting “aye.”

C.) **K. Kramer – Kramer Contract Amendment**

Kevin Kramer discussed the contract amendment as presented in the Board Packet with the Board and answered questions the Board had. **Paul Dolby** moved to approve the Kramer Contract Amendment, and **Rose Boulade** seconded, and the motion carried with all present voting “aye.”

D.) **K. Kramer – Dr. Edward Richert Professional Services Agreement 2025-2026**

Kevin Kramer reviewed the provisions of Dr. Richert’s contract with the Board as presented in the Board packet and answered questions the Board had. **Rose Boulade** moved to approve the Dr. Edward Richert Professional Services Agreement 2025-2026, and **Paul Dolby** seconded, with all present voting “aye.”

Rose Boulade moved to close the Regular Session of the Board of Directors, **Keith Weber** seconded, and the motion carried with all voting “aye.”

The Regular Session of the Last Frontier Healthcare District Board of Directors was adjourned at 4:29 pm.

EXECUTIVE SESSION

Executive Session was called to order by **Carol Madison, Chair**, at 4:29 pm.

7. CONSIDERATION / ACTION

A.) **T. Ryan – Medical Executive Committee Minutes & Credentialing Items –February 26, 2025– (Per Evidence Code 1157).**

- **Medical Executive Committee Minutes & Credentialing Items OPPE 2019B – January 29, 2025.**

Based upon character, competence, training, experience and judgment, favorable recommendation by peers and credentialing criteria fulfillments, the Medical Executive Committee recommended the following appointments for Last Frontier Healthcare District Board of Directors’ acceptance:

- **Terisa Chantele Sahli Stover, PA-C** – Recommending reappointment of Allied Health status/privileges in the Emergency Medicine category.
- **Cecile Licaucou, DDS** – Recommending appointment of Provisional privileges in the Dental category.
- **Kristi Schoeld, MD** – Recommending reappointment of Limited Active privileges in the Emergency Medicine category.

- **Zachary Self, MD** - Recommending reappointment of Limited Active privileges in the Emergency Medicine category.

Paul Dolby moved to close the Executive Session and resume the Regular Session of the LFHD Board of Director's meeting, **Rose Boulade** seconded, and the motion carried with all voting "aye."

The Executive Session of the Board of Directors was adjourned at 4:37 pm.

RESUME REGULAR SESSION

The Regular Session of the Board of Directors was called back to session by **Carol Madison, Chair**, at 4:38 pm.

8. CONSIDERATION / ACTION

A.) T. Ryan – Medical Executive Committee Minutes & Credentialing Items – February 26, 2025
(Per Evidence Code 1157)

- **Medical Executive Committee Minutes & Credentialing Items OPPE 2019B – January 29, 2025**

Paul Dolby moved to approve and accept Minutes, Credentialing, and Privileging items as outlined above, **Keith Weber** seconded, and the motion carried with all members voting "aye."

11.) MOTION TO ADJOURN

Rose Boulade moved to adjourn the meeting of the Last Frontier Healthcare District Board of Directors at 4:38 pm, **Keith Weber** seconded, and the motion carried with all present voting "aye."

The next meeting of the Last Frontier Healthcare District's Board of Directors will be held on April 24, 2025 at 3:30 pm in the Alturas City Council Chambers, City Hall in Alturas, California.

Respectfully Submitted:

Denise R. King
Last Frontier Healthcare District Clerk

Date

ATTACHMENT B

Medical Staff Committee Minutes



DATE: APRIL 24, 2025

TO: GOVERNING BOARD

FROM: T.RYAN – CREDENTIALING AIDE

SUBJECT: MEDICAL STAFF COMMITTEE MINUTES

*The following Medical Staff Committee Minutes were reviewed and accepted at the March 26, 2025, meeting and are presented for Governing Board review:

A. REVIEW OF MINUTES

1. Medical Staff Committee Meeting Minutes – February 26, 2025

B. COMMITTEE REPORTS

1. EOC Committee Meeting Minutes – January 07, 2025

C. PATHOLOGY REPORT – No Pathology Report

D. NEW BUSINESS

1. Incomplete Records



MEDICAL STAFF COMMITTEE MEETING
February 26, 2025 – Education Building
MINUTES

In Attendance

Matthew Edmonds, MD Chief Medical Officer
Edward Richert, MD Vice Chief Medical Officer
Lisanne Burkholder, MD
Landin Hagge, DO
Ruth Moeller, FNP
Barbara Howe, RDN
Vahe Hovasapyan- Pharmacist

Carol Madison- Governing Board Chair
Kevin Kramer- CEO
Ed Johnson- CNO
Alicia Doss- Risk Management
Maria Morales- MSC/H.I.M Director
Taylor Ryan- Credentialing Aide

| SUBJECT | DISCUSSION | ACTION |
|--|--|---|
| I. CALL TO ORDER | After noting that the required members were present to constitute a quorum, the regularly scheduled Medical Staff Committee Meeting was called to order at 1200 by Dr. Edmonds, MD Chief Medical Officer. | |
| II. CONSENT AGENDA ITEMS | 1. The following Minutes were reviewed: A. Medical Staff Committee Meeting of January 29, 2025. | Minutes approved by motion, second, and vote. Forward to Governing Board. |
| III. PATHOLOGY REPORT | No Pathology Report. | |
| IV. CHIEF MEDICAL OFFICER REPORT | Currently, nothing too much has changed since last month. We are working on integrating Ryan and Miriam into the facility so those are still our big areas. Miriam is going to be here on March 1 st , so we are going to get her moved in and get her stuff taken care of and then she is going to shadow Wendy for a few weeks. Then, Wendy is going to move into the empty office in the Clinic and take the walk-ins which she is excited for. That being, Miriam is going to take over her patients out in | Report at next meeting |

| SUBJECT | DISCUSSION | ACTION |
|--------------------------------|---|------------------------|
| | Canby. Ryan has finished his course work and is now on the way to completing his licensing. He has been spending a lot of time with Dr. Hagge, Heather, Ruth, and Tony and just getting the label in on everything so we are still heavily focused on those things. We also have all our background stuff still going where we are still reviewing everybody's prescribing and everyone is doing such a great job with that. The radio spots are still going too. Tony is working on advanced care directives this month so that will be worth a listen for those who can get the radio station. Overall, we are excited to get everybody in place and up to speed from a provider's standpoint. | |
| V. EMERGENCY ROOM REPORT | Nothing to Report. | |
| VI. CEO REPORT | On the old Skilled Nursing Facility front, to keep you guys looped in, if CMS says no to keeping it open, most of the conversations we have had or at least with senior leadership have been towards staff housing. That being, converting the building into staff housing and that is probably where we would head with that building. On the new Skilled Nursing Facility front, we have the Health Fair scheduled for June 7 th . During this, we are hoping we can do tours through the new building as we have staff and occupancy to that building at the beginning of June. All indications are that we will as Swinerton is anticipating construction will be completed by the end of April and that will give us some time to get occupancy and other stuff in place. That being, our goal is to completely occupy the building mid-July with all the Skilled Nursing residents. In the works as well is we are going to have a few leadership team meetings to discuss our quality program and try to revamp it. Right now, we are tracking a lot of indicators and there is a lot of data involved, so we are going to ask for weigh in on that in the next couple of months to revamp and maybe simplify it. Another thing in the works is I am working with Megan Wright on Medicare requiring us to report ambulance data for a year due | Report at next meeting |

| SUBJECT | DISCUSSION | ACTION |
|--------------------------|--|------------------------|
| | to a study they are conducting to determine if reimbursement rates are sufficient for EMS services. So, Megan and I are working on that as we have got a deadline at the end of March, or they will cut our reimbursement rate by ten percent. Lastly, Dr. Licauco is supposed to be here by the beginning of April starting as the Dentist in Canby and we are looking forward to her arrival. | |
| VII. CNO/SNF REPORT | Currently, our CMS rating is four stars. We are working on getting five stars. We think our stars may be going down with our quality measures, so we are really trying to work on that. We are in the middle of our respiratory outbreak. We have a bunch of residents with stuffed noses, congestion, coughing, and all of them who did tests did not come back with COVID or RSV. We do have two residents on high flow oxygen as well. Both of our dietary departments, the SNF and the Hospital are going to new menus more so going to the same menu. Ideally, both places will be cooking the same meal the same day. That being, we are trying to get some continuity amongst both departments. We do have a new wound care nurse, Sara Joe, who is supposed to start on March 31 st . Also, you should notice a time change of staffing in the SNF. This is for the Nursing staff and everyone but the Sitters, and all their start time is now 5:30 instead of 6:30. Sitters start time is 6:00. Additionally, we have three certified RNA's now, and one is actually retiring Friday. The Dragon Lady Nursing Scholarship Benefit Gala is on March 31 st and they are doing the dinner at the Brass Rail. The dinner is surf and turf and from the Hospital side we are going to purchase four tickets to raffle off as well as providing two baskets for the Gala. Lastly, our Infusion Center, once we open it will have to be licensed as outpatient. That being, we are in the process of seeing what that licensing looks like. | Report at next meeting |
| VIII. PHARMACY REPORT | Recently, our Retail Pharmacy got a lot of support from SLT and got another technician in to fill the open spot, so a big thanks to you guys for that. We were shorthanded for a bit with other concerns, so this will help a lot with bubble packing and other business. Also, I am currently working on a pediatric syringe pump for the Emergency | Report at next meeting |

| SUBJECT | DISCUSSION | ACTION |
|---------------------|--|--------|
| | Department. Our Omnicell is coming to an end of life this summer. Last year Mike and Patrick budgeted for new ones, so I am working with Nursing on what we have been using over the last three years to kind of help everybody out including things like controlled medications being dispensed. Lastly, we are still looking for a full-time Pharmacist. | |
| IX. NEW BUSINESS | No New Business. | |
| X. ADJOURNMENT | The meeting was adjourned at 1250. | |



Matthew Edmonds, MD Chief Medical Officer

03/24/2025

Date



EOC COMMITTEE MEETING
Tuesday, January 7th, 2025 at 11:00 am
Education Conference Room, Modoc Medical Center

MINUTES

Present:

- **Marty Shaffer**
- **Dan Vierra**
- **Jonathan Crnkovic**
- **Jeremy Wills**
- **Alicia Doss**
- **Suzanne R. Johnson**
- **Michael Appletoft**
- **Judy Jacoby**
- **Amber Vucina**
- **Susan Sauerheber**
- **Hao Lin**
- **Jay Dunn**
- **Raven Sparks**
- **Lance P. Chrysler**
- **Shannon King**
- **Adam Willoughby**

Absent:

- Ed Johnson**
Megan Morris-Wright
Tim Reynolds

| Subject | Discussion | Action |
|---------------------------|--|-----------------------|
| A. Call to Order | | |
| B. Approval of the Agenda | M Shaffer – The EOC Committee meeting was called to order at 11:00 am | Approved |
| C. Discussion Items | | |
| 1. Education/Training | Ed J. <ul style="list-style-type: none"> • Health Stream • Train the Trainer | 1. Absent, no report. |

| Subject | Discussion | Action |
|--|--|--|
| 2. Emergency Management | J Wills Emergency Management | 1. SIM card into radio. 2. More training in March and April. |
| 3. Fire& Life Safety | D Vierria Fire Drills | 1. Up to date. 2. Certified Fortress will be here for Semi Annual. 3. The fire alarm went off due to improper use of microwave. |
| D. New Business | | |
| 4. Haz Mat / Waste Management | D Vierria Medical Waste L Chrysler Haz Material | 1. Medical waste accumulates normally. 2. Medical waste freezer down, compressor arriving this week. 3. No report. |
| 5. Medical Equipment/ Training / Safe Medical Device | M Shaffer 1. New Equipment 2. Medical Devices | 1. Syringe pump and hearing analyzer. 2. Equipment is rolling in for the New SNF. 3. Getting O. R. lights correction respond form completed and sent in. |
| 6. Policy & Procedure Manual | M Shaffer 1. Policy & Procedure | 1. In progress. |
| 7. Water Management Program Committee Update | M Shaffer 1. Update on Water Management Program | 1. Will be taking 1 st qtr. Water samples this month. 2. 3 samples from SNF 4 th qtr. for legionella result negative. 3. Ambulance living area water sample negative for coliform. |
| 8. Safety | A Vucina 1. First Aid Injuries-1 2. Claim Injuries-3 EOC Rounds Due for January 7 th 2025 1. Jay D. / Amber V. – Physical Therapy 2. Suzanne J. / Michael A. – Laundry | 1. First Aid lifting injury from Med Surg CNA. 2. RN slipped in Med Surg area. 3. CNA lifting injury from not using gate belt. 4. Worker from support service slipped in parking lot. 1. EOC for Alturas and Canby Clinic are overdue. |

| Subject | Discussion | Action |
|--------------------------|--|--|
| | | <ol style="list-style-type: none"> Air Filters for PT have been changed out. Laundry room no issues found. |
| 9. Security | M. Shaffer <ol style="list-style-type: none"> Door Locks / Card Readers Security Cameras | <ol style="list-style-type: none"> Sign has been placed on exterior retail pharmacy exit. Security cameras for 6 plex are installed. |
| 10. Utilities Management | D Vierria Generators Power Outages M Shaffer <ol style="list-style-type: none"> Other Utilities Air Handler 3 building 200 | <ol style="list-style-type: none"> No power outage since the last meeting. New generators for P.T. and Acute Chiller are in progress. Air handler 3 need air balancing. |
| Adjournment | The next EOC meeting will be held on March 4 th , 2025, at 11:00 am in the education conference room. | |

MODOC MEDICAL CENTER
INCOMPLETE RECORDS SIGNED OFF

| MR# | FIN# | DISCH DATE | DEFICIENCY | PROVIDER |
|-------|----------|------------|---|--------------------|
| 77244 | 60046973 | 8/19/2024 | ED NOTE MISSING | MATTHEW KAPPEN, MD |
| | | | Notification of missing note was given to the wrong physician. Dr. Kappen no longer recalls what was completed during this visit. | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |


Signature

03/26/2025

Date

ATTACHMENT C

Departmental Manuals



MEMORANDUM

DATE: 4/14/2025
TO: Last Frontier Healthcare District Board of Directors
FROM: Jin Lin
SUBJECT: **Annual Policy Manual Review**

I have completed the policy manual review for the Accounting manual. Due to the change to Cerner and operational changes I have identified several policies that need to be updated or added to this manual.

I am beginning the process of editing the policies that require updates. Those policies will be submitted back to Policy Committee, and the Board for approval as they are finalized, so you should see some of those come through in future board meeting packets.

Overall, the manual is in good shape and it is my recommendation that the Board approve the manual as is, understanding that a few of these policies will be submitted back through the process in the coming months, as I am able to finalize the edits that need to be made to reflect our current practices and forms utilized to administer and implement some of these policies.


Respectfully Submitted,

4/13/25



ACCOUNTING POLICY & PROCEDURE MANUAL 2025

The Accounting Policy & Procedure Manual has been reviewed and is approved for use at Modoc Medical Center.



Accounting



Date

Chief Executive Officer

Date

Chief of Staff

Date

Chair, Board of Directors

Date

ATTACHMENT D

LFHD Financial Statement

March 2025

(unaudited)