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# **AGENDA**

## **LAST FRONTIER HEALTHCARE DISTRICT**

### **BOARD OF DIRECTORS**

**Thursday, December 11, 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](http://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. ANNUAL ORGANIZATIONAL MEETING**

A.) K. Kramer - Acknowledgment of LFHD Board Chair, Carol Madison

B.) c. Madison - Election of Board Officers (*Newly elected officers will begin their tenure in office on January 1, 2025.*)

- Chair
- Vice Chair
- Secretary

C.) Chair - Appointment of Treasurer

- Treasurer

D.) Chair - Appointment of Board Members to Standing and Special Board Committees

- Finance Committee
- Quality Council
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**5. 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

**6. 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.

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| A.) D. King - Adoption of LFHD Board of Directors Regular Meeting Minutes – October 30, 2025,  | Attachment B |
| B.) D. King - Adoption of LFHD Board of Directors Special Meeting Minutes – November 14, 2025  | Attachment C |
| C.) D. King - Adoption of LFHD Board of Directors Special Meeting Minutes – November 24, 2025  | Attachment D |
| B.) T. Ryan - Medical Staff Committee Meeting Minutes – October 29, 2025   | Attachment E |
| <ul style="list-style-type: none"><li>• Medical Staff Committee Meeting Minutes – September 24, 2025</li><li>• Medical Staff Committee Meeting Minutes – October 29, 2025</li><li>• Committee Reports<ul style="list-style-type: none"><li>• Infection Control – July, August, and September 2025</li><li>• Pharmacy and Therapeutics Committee Meeting Minutes – 7/17/2025 &amp; 10/30/2025</li><li>• OP Infusion Committee Meeting Minutes – 10/14/2025 &amp; 11/18/2025</li><li>• Surgery Committee Meeting Minutes – 10/14/2025 &amp; 11/18/2025</li></ul></li><li>• Pathology Report – 8/7/2025 &amp; 9/11/2025</li></ul> |              |
| C.) E. Johnson – Policy and Procedures   | Attachment F |

### **OP INFUSION**

#### **6170.25 ACKNOWLEDGMENT OF DIAGNOSTIC TESTING**

### **SKILLED NURSING FACILITY**

- 6580.25 RESIDENT RIGHTS-ADMISSION, TRANSFER AND DISCHARGE
- 6580.25 RESIDENT RIGHTS-ADMISSION-PHARMACEUTICAL SERVICE
- 6580.25 RESIDENT RIGHTS-FREEDOM OF CHOICE
- 6580.25 RESIDENT RIGHTS-GROUPS AND ACTIVITIES
- 6580.25 RESIDENT RIGHTS-PERSONAL PROPERTY
- 6580.25 RESIDENT RIGHTS-ROOM ACCOMMODATIONS
- 6580.25 STAFFING PATTERNS AND SCHEDULING
- 6580.25 MEDICAL DIRECTOR ROLES AND RESPONSIBILITIES IN THE SNF'S
- 6580.25 RESIDENT RIGHTS-MANAGEMENT OF PERSONAL FUNDS
- 6580.25 VISITATION POLICY
- 6580.25 RESIDENT RIGHTS-BAHAVIOR AND FACILITY PRACTICE
- 6580.25 RESIDENT RIGHTS-PRIVACY, CONFIDENTIALITY AND GREIVANCE

### **EMERGENCY DEPARTMENT**

#### **7010.25 RAPID RESPONSE**

### **PHARMACY-HOSPITAL**

- 7710.25 ADC-RESTOCKING MEDICATIONS
- 7710.25 ADC REMOVING MEDICATIONS
- 7710.25 ADC DISCREPENCY REVIEW
- 7710.25 ADC UTILIZATION AND ANNUAL TRAINING
- 7710.25 ADC ACCESS REMOVAL
- 7710.25 ADC DOSE RECONCILIATION REVIEW
- 7710.25 ADC INVENTORY REVIEW
- 7710.25 ADC LOCATION AND NAMES
- 7710.25 ADC QUALITY ASSURANCE PROGRAM
- 7710.25 ADC QUARTERLY SCHEDULED SUBSTANCE INVENTORY
- 7710.25 ADC SCHEDULED SUBSTANCE RESTOCK
- 7710.25 ADC SECURITY MEASURES AND INVENTORY MONITORING
- 7710.25 AFTER HOURS ORDER VERIFICATION
- 7710.25 DURATION OF DRUG THERAPY-PHARMACY IMPOSED HARD-STOP
- 7710.25 MONTHLY INSPECTION OF NURSING STATION FLOOR STOCK
- 7710.25 REPORTING SIGNIFICANT DRUG LOSSES

7710.25 TRANSFER OF PHARMACEUTICALS BETWEEN MMC HOSPITAL PHARMACY AND LAST FRONTIER  
OUTPATIENT PHARMACY

FACILITIES/EOC

8460.25 SMOKE FREE CAMPUS

CLINIC ALTURAS

7070.25 CLINIC MEDICATION REFILL POLICY

ACCOUNTING

8510.25 INTERNAL CONTROLS

7. CONSIDERATION / ACTION

A.) E. Johnson – Departmental Manuals

Attachment G

- SNF Activities
- SNF Social Services
- Facilities EOC

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

Attachment H

***EXECUTIVE SESSION***

8. CONSIDERATION / ACTION

A.) T. Ryan – Medical Executive Committee Minutes & Credentialing Items – October 29, 2025

Attachment I

(*Per Evidence Code 1157*)

- Medical Executive Committee Minutes & Credentialing Items OPPE 2019B – September 24, 2025
- Medical Executive Committee Minutes & Credentialing Items OPPE 2019B – October 29, 2025

***REGULAR SESSION***

9. CONSIDERATION / ACTION

A.) T. Ryan – Medical Executive Committee Minutes & Credentialing Items – October 29, 2025

(*Per Evidence Code 1157*)

- Medical Executive Committee Minutes & Credentialing Items OPPE 2019B – September 24, 2025
- Medical Executive Committee Minutes & Credentialing Items OPPE 2019B – October 29, 2025

8. MOTION TO ADJOURN – C. Madison – Chair

POSTED AT: MODOC COUNTY COURTHOUSE / ALTURAS CITY HALL / MMC WEBSITE / MMC FRONT ENTRANCE -  
([www.modocmedicalcenter.org](http://www.modocmedicalcenter.org)) ON January 29, 2025.