



June 13, 2019

1500 - 1700

Enloe Conference Center
 1528 Esplanade
 Chico, CA 95926
Planetree Room

BOARD OF DIRECTORS MEETING

AGENDA FOR MAY 09, 2019

Meeting called by:	John Helvey	Type of meeting:	Board of Directors Meeting
Facilitator:	John Helvey	Note taker & Timekeeper:	Laura Schaefer
Our Mission	To improve the quality and safety of healthcare across the North Central Valley, by sharing health information in a secure and efficient fashion between all providers, facilities and patients.		

AGENDA ITEMS

Topic	Presenter	Time Period
✓ Call to Order & Roll Call	John Helvey	5 minutes
✓ Minutes for approval from 05/09/2019	John Helvey	5 minutes
✓ Finance: Review & Approve May 2019 Financials	Charles Kitzman	10 minutes
✓ Progress on Expansion/ Grants	Elizabeth & Lyman	10 minutes
○ +EMS Grant	Lyman Dennis	
○ Cal HOP – Status	Elizabeth Steffen	
✓ Operational Report – May 2019	Jon Werner	10 minutes
✓ Executive Director/Development Committee Report		
○ Policies, Procedures, Forms for approval (See attachments on page 2 for listing)	Elizabeth Steffen	15 minutes
✓ Other Business	John Helvey	15 minutes
✓ Next Meeting date: 2019-07-11 @ 1500 @ Orchard Hospital Board Room; 240 Spruce Street, Gridley, CA:		
○ Mandatory In-Person; SSI will be in attendance	John Helvey	5 minutes
✓ Closed Session: Independent Contractor Agreement	John Helvey/ Elizabeth Steffen	
✓ Adjourn Closed Session	John Helvey	
✓ Return to Open Session	John Helvey	
✓ Report on decisions of closed session	John Helvey	
✓ Adjourn Open Session	John Helvey	

OTHER INFORMATION

- Attachments:**
- 2019-05-09 Minutes
 - May 2019 Board Financial Packet
 - Lyman's May Report
 - Policies, Procedures, Forms:
 - SVMS-03.005 – Governance – updated
 - SVMS-13.006 – Authentication of System Users – updated
 - SVMS-21.008 – Accounting Manual – updated
 - SVMS-FORM-015.002 – Accounting of Disclosures – English – rescind
 - SVMS-FORM-016.002 – Request for Accounting of Disclosures – English – rescind
 - SVMS-FORM-021.002 – Request for Accounting of Disclosures – Spanish – rescind
 - SVMS-FORM-022.002 – Accounting of Disclosures – Spanish – rescind
 - SVMS-FORM-123.001 – Direct Deposit Authorization Form – new
 - SVMS-FORM-124.001 – Check Writing Cover Sheet – new
 - SVMS-FORM-125.001 – AR Cover Sheet – new
 - SVMS-FORM-126.001 – Response to Patient Request for Accounting of Disclosures – English – new
 - SVMS-FORM-127.001 – Notice to Facility of Request for Accounting of Disclosures – English – new
 - SVMS-FORM-128.001 – Response to Patient Request for Accounting of Disclosures – Spanish – new
 - SVMS-FORM-129.001 – Notice to Facility of Request for Accounting of Disclosures – Spanish – new
 - SVMS-FORM-130.001 – New Portal User Request – new
 - SVMS-FORM-131.001 – Terminate Portal User Request – new
 - SVMS-PRO-004.007 – Authorized User Access Procedure – updated
 - SVMS-PRO-005.005 – Accounting of Uses and Disclosures of Health Information – updated
 - SVMS-PRO-020.001 – Technical Support Procedure – new
 - Temporary Accounting Procedure – rescind