

- CALL TO ORDER The meeting was called to order at 5:30 pm by Denise Hayden, Vice President.
- PRESENT Denise Hayden, Vice President
D. Scott Clark, M.D., Secretary
Peter Watercott, Treasurer
John Ungersma, M.D., Member at Large
- ALSO PRESENT Victoria Alexander-Lane, Chief Executive Officer
Mark Robinson, M.D., Chief of Staff
Sandy Blumberg, Executive Assistant
- ABSENT M.C. Hubbard, President
- OPPORTUNITY FOR
PUBLIC COMMENT Ms. Hayden announced that persons in the audience may speak on any items not on the agenda for this meeting, on any matter within the jurisdiction of the District Board. Speakers will be limited to a maximum of two minutes each, and members of the audience will also have the opportunity to address the Board on every item listed on the agenda.
- The following persons spoke during public comment:
- Randy Short
 - Eric Richman, O.D.
 - Cindy Freeman
- CONSENT AGENDA Ms. Hayden called attention to the Consent Agenda for this meeting, which contained the following items:
- *Approval of minutes of the June 17 2015 regular meeting*
 - *Approval of minutes of the June 30 2015 special meeting*
 - *Approval of minutes of the July 2 2015 special meeting*
 - *Approval of the financial and statistical reports for the month of May 2015*
- Questions on the financial and statistical reports were asked and answered by Chief of Fiscal Services Carrie Petersen. It was moved by D. Scott Clark, M.D., seconded by Peter Watercott, and unanimously passed to approve all five Consent Agenda items as presented.
- CHIEF EXECUTIVE
OFFICER'S REPORT
- TELEMEDICINE
UPDATE Chief Executive Officer Victoria Alexander-Lane provided an update on progress made toward establishing telemedicine services at Northern Inyo Hospital (NIH). Telemedicine is being pursued in order to help prevent residents from traveling out of the area to receive services, and to help make services more available to those who do cannot afford to pay.
- LAFCO UPDATE Ms. Alexander-Lane also noted that the Inyo County Local Agency Formation Commission (LAFCO) is moving forward in the process of taking legal action against Southern Mono Healthcare District for incursion

into Northern Inyo Healthcare District boundaries. Hospital Administration has agreed to support this legal action.

PHYSICIAN
RECRUITMENT

Ms. Alexander-Lane reported that Interim Rural Health Clinic (RHC) Director William Hooper M.D. will come on board in August, as will pediatrician Louisa Salisbury M.D. and general surgeon Allison Robinson M.D..

CELTIC LEASING
TERMINATION

Ms. Alexander-Lane also reported that the hospital's equipment agreement with Celtic Leasing will be terminated and the hospital will buy out the remainder of the cost of the equipment.

STRATEGIC PLANNING
UPDATE

Ms. Alexander-Lane provided a quarterly update on Northern Inyo Healthcare District's Strategic Plan, and reported that excellent progress is being made toward achieving the goals set for this year. Progress has been made in the areas of providing customer service training for hospital staff; development of the RHC as a Patient Centered Medical Home; on expansion of services; and on collection of patient satisfaction data.

MANAGEMENT
TRAINING

The *7 Habits of Highly Effective People* training for hospital managers is in progress and will be completed in the next month.

CHIEF OF STAFF
REPORT

Chief of Staff Mark Robinson M.D. reported following careful review, consideration, and approval by the appropriate committees, the Medical Executive Committee recommends appointment to the NIH Provisional Active Medical Staff for Emergency Medicine Physician Anne Goshgarian, M.D.. It was moved by Doctor Clark, seconded by John Ungersma M.D. and unanimously passed to approve the Medical Staff privileging of Doctor Anne Goshgarian as recommended.

MEDICAL STAFF
APPOINTMENT

HOSPITAL WIDE
POLICIES AND
PROCEDURES

Doctor Robinson also stated following careful review, consideration and approval by the appropriate committees the Medical Executive Committee recommends approval of the following hospital wide policies and procedures:

1. *Fluoride Varnish Application*
2. *Administration of Drugs: Patient's Own Medications*
3. *Drug Shortages or Outages*
4. *Medication Over-Ride Policy*
5. *Single Dose vs. Multi-Dose Vial Policy*
6. *Recall: Drugs*
7. *DI Mammography Infection Control Policy*
8. *Admission of a Patient with a Communicable Disease*
9. *Adult Immunization in the Healthcare Worker – Version 3*
10. *Prevention and Treatment of Pertussis in Hospital Employees*
11. *Prevention of Catheter Associated Urinary Tract Infections Guidelines*
12. *Foley Removal Protocol*

It was moved by Mr. Watcrott, seconded by Doctor Clark, and unanimously passed to approve all 12 hospital wide policies and procedures as presented.

2014 DRAFT
ANTIBIOGRAM

Doctor Robinson also reported the Medical Executive Committee additionally recommends approval of the *2014 Draft Antibioqram*. It was moved by Doctor Ungersma, seconded by Doctor Clark, and unanimously passed to approve the *2014 Draft Antibioqram* as presented.

CHIEF NURSING
OFFICER REPORT

Chief Nursing Officer Kathy Decker, RN provided a monthly status report and update on the hospital's Nursing Department, noting that Kathryn Erickson RN will retire soon after providing 30 years of excellent service to the hospital and its' patients.

CHIEF PERFORMANCE
EXCELLENCE REPORT

Chief Performance Excellence Officer Maria Sirois provided a monthly report on Performance Excellence activities, including an update on Lean Six Sigma training. She additionally reported the NIH patient portal is up and running and can be accessed through the NIH website.

COMPENSATION
DURING LEAVE OF
ABSENCE
PRESENTATION

Chief Human Relations Officer Georgan Stottlemyre gave a presentation on compensation available to NIH employees during a leave of absence. Ms. Stottlemyre's presentation included information regarding Family and Medical Leave; Pregnancy Disability Leave; State Disability; and additional leaves available to hospital employees including Paid Time Off (PTO) and vacations. Ms. Stottlemyre additionally referenced the applicable laws and eligibility factors relevant to the different types of leaves, as well as explaining wage replacement for hospital employees. Brief discussion of ADA (Americans with Disabilities Act) rights also took place, and Ms. Stottlemyre stated she will look into the subject of long term illness as it relates to the ADA.

BENEFIT COST
PRESENTATION

Chief of Fiscal Services Carrie Petersen provided an overview of benefits available to hospital employees including health insurance; pension; vacation; and paid time off; and reviewed the associated costs incurred by the District. Currently, the highest benefit cost is for health insurance; followed by pension plans; then followed by the cost of paid time off including vacation.

NEW BUSINESS

PURCHASE OF
EQUIPMENT FOR
RADIOPHARMACY

Director of Diagnostic Imaging Patty Dickson called attention to a proposal to implement changes in the NIH Nuclear Medicine Radiopharmacy (the "hot lab") for an approximate cost of \$60,000.00. Following review of the need for the upgrade it was moved by Doctor Ungersma, seconded by Doctor Clark, and unanimously passed to approve the upgrade to the NIH Radiopharmacy as requested.

INYO COUNTY FIRST 5
GRANT PROPOSAL

NIH Foundation Executive Director Greg Bissonette called attention to a First 5 Grant proposal with the County of Inyo to expand the hospital's

NEST program, including expansion of breastfeeding support and education for patients. It was moved by Mr. Watercott, seconded by Doctor Ungersma, and unanimously passed to approve the First 5 Grant proposal with Inyo County as presented.

2015-2016 FISCAL YEAR
BUDGET

Chief of Fiscal Services Carrie Petersen called attention to a proposed update to the 2015/2016 Fiscal Year budget which results in an improved bottom line for the hospital. She noted improvements have been made in the areas of waste reduction and management of resources, and additionally stated she cannot propose a budget that does not include a decrease to the percentage of employee benefits cost that is currently running at approximately 80%. Her goal for the upcoming year is to hold benefits to 65% of employee salaries and wages. Following review of the information provided, Ms. Petersen requested approval of the proposed (revised) budget projections which now result in a positive \$265,000 for the fiscal year. It was moved by Doctor Clark, seconded by Doctor Ungersma, and unanimously passed to approve the revised 2015/2016 fiscal year budget as presented.

NIH FOUNDATION
BOARD MEMBER
APPROVAL

NIH Foundation Executive Director Greg Bissonette stated approval of a new NIH Foundation Board member will be tabled to the next meeting of the District Board.

MILLIMAN
ACTUARIAL
VALUATION

Chief Human Relations Officer Georgan Stottlemire called attention to the District Retirement Plan Actuarial Valuation as of January 1 2015 provided by Milliman Inc. It was moved by Mr. Watercott, seconded by Doctor Clark, and unanimously passed to approve the Milliman Actuarial Valuation as of January 1 2015 as presented.

PERSONNEL POLICY:
LEAVES OF ABSENCE,
LEAVE DONATION

Ms. Stottlemire then called attention to a revised Personnel Policy titled *Leaves of Absence – Leave Donation* which allows for donated hours being converted to dollars at the time they are transferred, creating a more fair and equitable method for employees to donate paid time off (PTO) to their co-workers. It was moved by Mr. Watercott, seconded by Doctor Ungersma, and passed to approve the proposed update to the *Leaves of Absence – Leave Donation* policy as presented.

PERSONNEL POLICY:
BENEFITS – TUITION
REIMBURSEMENT

Ms. Stottlemire also called attention to a revised Personnel Policy titled *Benefits – Tuition Reimbursement* which helps provide educational assistance for hospital employees. It was moved by Mr. Watercott, seconded by Doctor Clark, and unanimously passed to approve the revised Personnel Policy titled *Benefits – Tuition Reimbursement* as presented.

PERSONNEL POLICY:
BENEFITS, PAID SICK
LEAVE

Ms. Stottlemire then called attention to a proposed Personnel Policy titled *Benefits – Paid Sick Leave* which allows for sick leave benefits for eligible per diem employees as required by law. It was moved by Doctor Ungersma, seconded by Mr. Watercott, and unanimously passed to approve the proposed Personnel Policy titled *Benefits- Paid Sick Leave* as presented.

- MODIFICATION TO AGREEMENT WITH HIGH SIERRA IMAGING AND INTERVENTIONS Ms. Alexander-Lane requested Board approval to modify the agreement with High Sierra Imaging and Interventions for the upcoming year, to eliminate a 10% decrease being made to payment for imaging services. She stated that Thomas McNamara M.D. has provided excellent radiologic service for this hospital, and that a 10% decrease to his pay would be financially unfair to the doctor. It was moved by Doctor Ungersma, seconded by Doctor Clark, and unanimously passed to eliminate the (previously contracted for) 10% reduction to Doctor McNamara's pay.
- GREEN COMMITTEE UPDATE Environmental Services Manager Richard Miears provided the first quarterly update for the NIH Green Committee, which revealed that the hospital has done a phenomenal job in the areas reducing waste, recycling, and conserving resources. In the first quarter of the Green program the hospital has recycled a total of 46,404 pounds of waste.
- BOARD MEMBER REPORTS Ms. Hayden then asked if any members of the Board wished to report on any items of interest. Doctor Ungersma stated he would like to see the amount of time allowed for public comment increased to 3 minutes per speaker. No other comments were heard.
- CLOSED SESSION At 8:03pm Ms. Hayden announced the meeting would adjourn to closed session to allow the Board of Directors to:
- A. Hear reports on the hospital quality assurance activities from the responsible department head and from the Medical Staff Executive Committee (*Section 32155 of the Health and Safety Code, and Section 54962 of the Government Code*).
 - B. Confer with Legal Counsel regarding pending and threatened litigation, existing litigation and significant exposure to litigation (*pursuant to Government Code Section 54956.9*).
 - C. Confer regarding action filed against Northern Inyo Healthcare District and other Defendants (*Government Code Section 54956.9(a)*).
 - D. Discussion of a personnel matter (*Government Code Section 54957*).
- RETURN TO OPEN SESSION AND REPORT OF ACTION TAKEN At 9:18pm the meeting returned to open session. Ms. Hayden reported the Board took no reportable action.
- ADJOURNMENT The meeting adjourned at 9:20pm.

Denise Hayden, Vice President

Attest:

D. Scott Clark, M.D., Secretary