

- CALL TO ORDER The meeting was called to order at 5:33 pm by Peter Watercott, President.
- PRESENT Peter Watercott, President
John Ungersma MD, Vice President
M.C. Hubbard, Secretary
Mary Mae Kilpatrick, Treasurer
- ALSO PRESENT Kevin S. Flanigan MD, MBA, Chief Executive Officer
Richard Meredith MD, Chief of Staff
Kelli Huntsinger, Chief Operating Officer
Kristina Gritsutenko, Chief Financial Officer
Carrie Petersen, Chief Accounting Officer
John Tremble, Fiscal Services
Tracy Aspel RN, Chief Nursing Officer
Evelyn Campos Diaz, Chief Human Resources Officer
Sandy Blumberg, Executive Assistant
- ABSENT Phil Hartz, Member At Large
- OPPORTUNITY FOR
PUBLIC COMMENT Mr. Watercott asked if any members of the public wished to speak on any items not on the agenda on any matter within the jurisdiction of the District Board. Members of the audience will have an opportunity to address the Board on every item on the agenda, and speakers are limited to a maximum of three minutes each. No comments were heard.
- NEW BUSINESS
- WORKER HOUSING
POLICY AND
PROCEDURE Chief Executive Officer (CEO) Kevin S. Flanigan, MD, MBA called attention to a proposed Hospital Wide Policy and Procedure titled *Worker Housing Policy*, which specifies the circumstances and conditions under which the District will provide housing to employees and other workers. It was moved by John Ungersma, MD, seconded by M.C. Hubbard, and unanimously passed to approve the Hospital Wide Policy and Procedure titled *Worker Housing Policy* as presented.
- PURCHASING AND
SIGNATURE
AUTHORITY POLICY
AND PROCEDURE Doctor Flanigan also called attention to a revised Hospital Wide Policy and Procedure titled *Purchasing and Signature Authority* which increases the existing purchasing authorization levels of Northern Inyo Healthcare District (NIHD) managers, directors, and chiefs. It was moved by Ms. Hubbard, seconded by Mary Mae Kilpatrick, and unanimously passed to approve the revised Hospital Wide *Purchasing and Signature Authority* Policy and Procedure as presented.
- POLICY AND
PROCEDURE ANNUAL
APPROVALS Mr. Watercott called attention to a list of Hospital Wide Policies and Procedures presented for annual approval, as listed on Attachment A to the agenda for this meeting. It was moved by Ms. Hubbard, seconded by Doctor Ungersma, and unanimously passed to approve all Policies and Procedures listed on Attachment A to the agenda as presented.

APPOINTMENT OF NIHD FOUNDATION BOARD MEMBER	Doctor Flanigan requested approval of the appointment of Ms. Patricia Barton to the NIHD Foundation Board, per the recommendation of existing Foundation Board members and the Foundation Executive Director. It was moved by Ms. Kilpatrick, seconded by Doctor Ungersma and unanimously passed to appoint Ms. Patricia Barton to the NIHD Foundation Board as recommended.
SUPPLEMENTAL INFORMATION TECHNOLOGY BUDGET	Doctor Flanigan called attention to a supplemental Information Technology budget which provides two options for upgrading OBTV documentation and interfaces for the Perinatal Department. Following review of the information provided it was moved by Ms. Hubbard, seconded by Doctor Ungersma, and unanimously passed to approve the supplemental Information Technology budget allowing for the purchase of a General Electric OBTV upgrade product, as recommended by Nursing management and Hospital management.
NON CORPORATE BANKING RESOLUTIONS	Chief Accounting Officer Carrie Petersen called attention to Non-Corporate Banking Resolutions with Financial Northeastern Corporation, and Multi-Bank Securities, Inc., which will update District banking authorizations to identify Kevin S. Flanigan, MD, MBA, Chief Executive Officer, and Kristina Gritsutenko, Chief Financial Officer as the investment officers for the District. It was moved by Ms. Kilpatrick, seconded by Ms. Hubbard, and unanimously passed to approve both Non-Corporate Banking Resolutions as presented.
CONSENT AGENDA	<p>Mr. Watcrott called attention to the Consent Agenda for this meeting, which contained the following items:</p> <ul style="list-style-type: none">- Approval of minutes of the June 21, 2017 regular meeting- Approval of minutes of the June 29, 2017 special meeting- 2013 CMS Validation Survey Monitoring, July 2017- Financial and Statistical Reports for the period ending May 31, 2017 <p>It was moved by Ms. Hubbard, seconded by Ms. Kilpatrick, and unanimously passed to approve all consent agenda items as presented.</p>
PATIENT EXPERIENCE COMMITTEE REPORT	Chief Nursing Officer Tracy Aspel RN provided a Patient Experience Committee Report which included an overview of improvements made to patient services and access to care at the NIHD Rural Health Clinic (RHC). Ms. Aspel also requested that improvements to the NIHD Patient Portal be removed from the District's Strategic Plan for the current year, due to the fact that grant funding for that project is not available and future implementation of the Athena Health electronic medical record will include improvements to the Patient Portal. It was moved by Ms. Kilpatrick, seconded by Dr. Ungersma, and unanimously passed to remove improvements to the NIHD Patient Portal from this year's Strategic Plan.

WORKFORCE
EXPERIENCE
COMMITTEE REPORT

Chief Human Resources Officer Evelyn Campos Diaz provided a Workforce Experience Committee report which outlined progress made toward improving the NIHD workforce experience in the following areas:

- Employee engagement and empowerment
- Implementation of leadership trainings for NIHD managers
- Development of HR resources and tools
- Creation of opportunities for employee work/life balance
- Implementation of efforts to ensure a safe and secure workplace for District staff, visitors, and patients.

CHIEF OF STAFF
REPORT

Chief of Staff Richard Meredith, MD reported following careful review, consideration, and approval by the appropriate Committees the Medical Executive Committee recommends approval of the following Hospital Wide Policies, Procedures, Protocols, and Order Sets:

POLICIES,
PROCEDURES,
PROTOCOLS, ORDER
SETS

- *High Alert Medications: Preparation, Dispensing, Storage*
- *Establishing a New Privilege or New Service (with worksheet)*
- *Endovaginal Ultrasound Probe Storage, Transportation, and Disinfection*
- *Glutaraldehyde Use Station GUS – STATION HIGH-LEVEL DISINFECTION DEVICE*

It was moved by Doctor Ungersma, seconded by Ms, Kilpatrick, and unanimously passed to approve all Policies, Procedures, Protocols, and Order Sets as presented.

MEDICAL STAFF
OFFICERS AND
SERVICE CHIEFS

Doctor Meredith also called attention to the proposed slate of Medical Staff Officers and Service Chiefs for the 2017/2018, year as follows:

- Chief of Staff: *Richard Meredith, MD*
- Vice Chief of Staff: *Allison Robinson, MD*
- Immediate Past Chief of Staff: *Joy Engblade, MD*
- Chief of Emergency Room Service: *Sierra Bourne, MD*
- Chief of Medicine/Intensive Care: *Nickoline Hathaway, MD*
- Chief of Obstetrics: *Martha Kim, MD*
- Chief of Pediatrics: *Charlotte Helvie, MD*
- Chief of Radiology: *Thomas McNamara, MD*
- Chief of Surgery: *L. Jeanine Arndal, MD*

It was moved by Ms. Hubbard, seconded by Ms. Kilpatrick, and unanimously passed to approve the proposed slate of Medical Staff Officers and Service Chiefs for the 2017/2018 year as presented.

MEDICAL STAFF
PRIVILEGING

Doctor Meredith additionally stated that following careful review, consideration, and approval by the appropriate Committees the Medical Executive Committee recommends privileging of Allied Health Professional Jennifer Figueroa, PA-C (Rural Health Clinic). It was moved by Doctor Ungersma, seconded by Ms. Hubbard, and unanimously passed to approve the privileging of Jennifer Figueroa, PA-C as requested.

BOARD MEMBER
REPORTS

Mr. Watercott asked if any members of the Board of Directors wished to report on any items of interest. Doctor Ungersma reported the Association of California Healthcare Districts (ACHD) annual meeting will be held this September, and he encouraged his fellow Board members to attend.

ADJOURNMENT TO
CLOSED SESSION

At 6:30 pm Mr. Watercott announced the meeting would adjourn to closed session to allow the Board of Directors to:

- A. Hear reports on the hospital quality assurance activities, and hear a report 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, 4 matters pending (*pursuant to Government Code section 54956.9*).
- C. Discuss trade secrets, new programs and services (estimated public session date for discussion yet to be determined)(*Health and Safety Code Section 32106*).
- D. Discussion of a personnel matter (*pursuant to Government Code Section 54957*).

RETURN TO OPEN
SESSION AND REPORT
OF ACTION TAKEN

At 7:33 pm the meeting returned to open session. Mr. Watercott reported that the Board has agreed to join the Inyo County Local Agency Formation Commission (LAFCO) in an appeal of the ruling in the Southern Mono Healthcare District litigation.

ADJOURNMENT

The meeting adjourned at 7:34 pm.

Peter Watercott, President

Attest:

M.C. Hubbard, Secretary

BOARD MEETING ATTENDANCE, BOARD TERM BEGINNING DECEMBER 2016

PETE WATERCOTT **J. UNGERSMA, MD** **M.C. HUBBARD** **MARY MAE KILPATRICK** **PHIL HARTZ**
President Vice President Secretary Treasurer Member at Large

December 14, 2016	✓	✓	✓	✓	✓
January 18, 2017	✓	✓	✓	✓	✓
February 15, 2017	✓	✓	✓	✓	✓
March 1, 2017 (Special)	✓	✓	✓	✓	Absent
March 15, 2017	✓	✓	✓	✓	✓
April 19, 2019	✓	✓	✓	✓	✓
May 5, 2017 (Special)	✓	✓	✓	✓	Absent
May 17, 2017	✓	✓	✓	✓	Absent
June 21, 2017	✓	✓	✓	✓	✓
June 29, 2017 (Special)	✓	✓	✓	✓	Absent
July 19, 2017	✓	✓	✓	✓	Absent
August 16, 2017					
September 20, 2017					
October 18, 2017					
November 15, 2017					
December 20, 2017					