

CALL TO ORDER	The meeting was called to order at 5:30 pm by John Ungersma MD, President.
PRESENT	John Ungersma MD, President M.C. Hubbard, Vice President Mary Mae Kilpatrick, Secretary Jean Turner, Treasurer Peter Watercott, Member at Large Kevin S. Flanigan MD, MBA, Chief Executive Officer Kelli Huntsinger, Chief Operating Officer John Tremble, Chief Financial Officer Evelyn Campos Diaz, Chief Human Resources Officer Richard Meredith MD, Chief of Staff Sandy Blumberg, Executive Assistant
ABSENT	Tracy Aspel RN, Chief Nursing Officer
OPPORTUNITY FOR PUBLIC COMMENT	Doctor Ungersma stated at this time persons in the audience may speak on 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 will be limited to a maximum of three minutes each. Doctor Ungersma also thanked Peter Watercott for his service as District Board President during the 2017 calendar year. No other comments were heard.
ADVENTIST HEALTH TELEHEALTH PROGRAM	Chief Executive Officer (CEO) Kevin S. Flanigan MD, MBA introduced representatives from Adventist Health, who will partner with Northern Inyo Healthcare District (NIHD) to provide telehealth services for this community. Adventist Health representatives in attendance were Arby Napapetian MD; Cynthia Scheideman-Miller; James Burke MD; and Rob Marchuk, Vice President of Ancillary Services. Adventist Health will begin providing both telehealth and on-site specialty services for NIHD in the next several months, in addition to providing additional call coverage for the District's orthopedic surgeons.
INTERIM DIRECTOR OF PHARMACY	Chief Operating Officer Kelli Huntsinger reported that Northern Inyo Healthcare District (NIHD) has a new Interim Director of Pharmacy, Nicholas Vu, who brings with him valuable experience in many areas including 340B Pharmacy programs.
RADIOLOGY SERVICES AGREEMENT WITH TAHOE CARSON RADIOLOGY	Doctor Flanigan stated that NIHD's Radiology Services Agreement with Tahoe Carson Radiology is in final review with District Legal Counsel, and it will be placed on a future Board agenda for approval.
NIHD AUXILIARY FUNDRAISING REPORT	NIHD Auxiliary President Judy Fratella presented a fundraising report for the annual Auxiliary Boutique, which takes place as a culmination of an entire year of hard work and effort on the part of Auxiliary members. Ms.

Fratella reported that this year's boutique raised over \$31,000 in proceeds and donations, a more than \$10,000.00 increase over the prior year's total. Proceeds from the boutique will be used to purchase critically needed equipment for Northern Inyo Hospital.

RENTAL AGREEMENT
WITH KERN REGIONAL

Doctor Flanigan reported that NIHD has entered into an agreement with Kern Regional to lease office space at the District's Birch Street Annex. Kern Regional recently encountered environmental issues that forced them out of their previous office space, requiring them to find a new location in which to operate in less than 30 days. NIHD worked quickly to prepare space for Kern Regional in order to prevent disruption of the services they provide for this community.

CMS VALIDATION
SURVEY MONITORING

Ms. Huntsinger reviewed the District's 2013 CMS Validation Survey Monitoring report as of January 2018. The report monitors data on specific quality measures including patient restraints; dietary consults; case management; and pain re-assessment. The District's performance in each these areas is strong, with the goal being to achieve 100% compliance in all areas.

MEDICAL STAFF
PILLARS OF
EXCELLENCE

Doctor Flanigan reviewed quarterly Medical Staff Services Pillars of Excellence as of December 31, 2017. The Pillars of Excellence measure Medical Staff Office performance in the areas of customer satisfaction, staffing, credentialing, and privileging.

FATIGUE
MANAGEMENT
PROGRAM POLICY
AND PROCEDURE

Chief Human Resources Officer Evelyn Campos Diaz called attention to a proposed *Fatigue Management Program Policy and Procedure*, which is intended to address the effects and risks of employee fatigue and mitigate fatigue in the workplace. It was moved by Mary Mae Kilpatrick, seconded by Jean Turner, and unanimously passed to approve the proposed *Fatigue Management Program Policy and Procedure* as presented.

COMPETENCY PLAN
PERSONNEL POLICY

Ms. Campos Diaz also called attention to a proposed *Competency Plan* which establishes a District-wide plan to ensure that the competence of all employees is assessed, maintained, improved upon, and appropriately aligned with organizational needs. It was moved by Ms. Turner, seconded by Mr. Watcott, and unanimously passed to approve the proposed *Competency Plan* as presented.

RURAL HEALTH
CLINIC GROWTH

Doctor Flanigan provided an update on the expected growth of Same Day Services at the NIHD Rural Health Clinic (RHC). Patient use of the Same Day Services program has increased rapidly and sufficient need exists to add more provider hours and an additional practitioner to expand provision of the Service. It was noted that the popularity of the Same Day Service program has not had an impact on NIHD Emergency Department volume, and that the District will still continue to recruit for another practitioner to join the Hathaway and Kamei Internal Medicine practice.

BUDGET PHILOSOPHY 2018 Chief Financial Officer John Tremble presented a potential budget philosophy for the District to follow when preparing the 2018/2019 fiscal year budget. Rather than basing the District's annual budget on prior year performance (as is the historical norm), the new budget process would focus on looking forward to estimate and plan for the District's future needs, keeping in mind that the budget process should confirm and support the District's mission, vision, and strategic goals. Board input on this topic revealed that a top priority moving forward will be to plan to rebuild the NIHD Rural Health Clinic as soon as financially possible. During the budget philosophy discussion it was also determined that the District will go out to bid to select an audit firm to complete the District's 2017/2018 annual audit.

OLD BUSINESS

BISHOP UNION HIGH SCHOOL CLINIC UPDATE Doctor Flanigan reported a Memorandum of Understanding to operate a student clinic on the Bishop Union High School campus is expected to be signed later this week. The clinic will be staffed by NIHD employees and is scheduled to open on January 23, 2018.

PIONEER HOME HEALTH (HOSPICE) UPDATE NIHD continues to partner with Pioneer Home Health to ensure that they are able to continue providing Hospice services for this community. Both Doctor Flanigan and Ms. Kilpatrick are now members of the Pioneer Home Health Advisory Board.

ATHENA IMPLEMENTATION UPDATE The District's first "go live" software implementation occurred this week when the ReDoc scheduling program went online for the Rehab Services Department. ReDoc implementation is the first of 12 projects relating to implementation of the AthenaHealth Health Information System, which is scheduled to take place on September 25 2018. The next implementation will be a go live of ADP software for the NIHD Payroll and Human Resources Departments.

340B PHARMACY AGREEMENT WITH DWAYNE'S PHARMACY Ms. Huntsinger reported that the District has re-enrolled in the Federal 340B Pharmacy program, and will partner with Dwayne's Pharmacy to operate a 340B program. She additionally noted the District will implement Macro Helix software for operation of the program.

UROLOGY SERVICES UPDATE Doctor Flanigan reported the District's first urology services provider will arrive later this week and will begin initial setup of a part-time urology practice for NIHD. The District has contracted with temporary (locums) urologists to establish a practice which will be taken over by Colby Perkins-Souders MD in the future. For the time being, locums urologists will be on site at NIHD for one week at a time, every other month.

PHYSICIAN RECRUITMENT UPDATE The District continues its recruitment for practitioners to join the Hathaway and Kamei Internal Medicine practice. Additionally, the District is negotiating to bring pediatrician Kristen Irmiter MD on board full time, and is also recruiting Dr. Irmiter's fiancé William Huddleston

MD to join NIHD's general surgery rotation and potentially provide services at Southern Inyo Hospital on a part time basis.

CONSENT AGENDA

Doctor Ungersma called attention to the Consent Agenda for this meeting, which contained the following items:

- *Approval of minutes of the December 13 2017 regular meeting*
- *Policy and Procedure annual approvals*

It was moved by Mr. Watercott, seconded by Ms. Kilpatrick, and unanimously passed to approve both Consent Agenda items as presented.

CHIEF OF STAFF
REPORT

Chief of Staff Richard Meredith MD reported following careful review and consideration the Medical Executive Committee recommends Board approval of the following:

A. Telemedicine Services

- *In processing a request for telemedicine privileges, the Medical Staff and Hospital may follow the normal credentialing process described in Section 2 of the Medical Staff Bylaws. Alternatively, the Medical Staff may elect to rely upon the credentialing and privileging decisions made by distant-site hospitals and telemedicine entities when making recommendations on privileges for individual distant-site practitioners, subject to meeting the conditions required by law and those specified in Section 3.6.1 of the Bylaws, including being party to a written agreement with the distant-site (NIHD Medical Staff Bylaws, Section 3.6.1).*

1. The NIHD Medical Staff has voted to accept the provision of the following services offered by Adventist Health via a telemedicine link:

- a. Gastroenterology
- b. Hematology / Oncology
- c. Infectious Disease
- d. Orthopedic Surgery
- e. Pulmonary Disease
- f. Rheumatology
- g. Sleep Medicine
- h. Dermatology
- i. Interventional Cardiology
- j. Neurology – outpatient
- k. Endocrinology
- l. Pediatric Endocrinology
- m. Psychiatry

It was moved by Mr. Watercott, seconded by Ms. Turner, and unanimously passed to approve the Telemedicine Services privileging and credentialing process as presented.

Doctor Meredith also reported following careful review and consideration the Medical Executive Committee recommends approval of the following:

B. *Telemedicine Privileging Request Form* for use with proxy credentialing

It was moved by Ms. Turner, seconded by Ms. Hubbard, and unanimously passed to approve the *Telemedicine Privileging Request Form* for use with proxy credentialing as presented.

Doctor Meredick additionally stated the Medical Executive Committee recommends approval of the following Medical Staff Resignations:

C. The following Medical Staff members' privileges have expired effective January 1, 2018:

- a. Jennifer Scott MD (*emergency medicine*)
- b. A. Douglas Will MD (*neurology*)

It was moved by Mr. Watercott, seconded by Ms. Hubbard, and unanimously passed to approve both Medical Staff resignations as requested.

Doctor Meredick also requested Board approval of the following:

D. The following Temporary privileges practitioner has relinquished clinical privileges effective December 30, 2017:

- Erica Rotundo, DO (*family practice – locums tenens*)

It was moved by Ms. Hubbard, seconded by Ms. Kilpatrick, and unanimously passed to approve the relinquishing of clinical privileges for Doctor Rotundo as requested.

BOARD MEMBER
REPORTS

Doctor Ungersma asked if any members of the Board of Directors wished to comment on any items of interest. Mr. Watercott praised the Sierra Lifeflight Farewell Flyaway event, and Ms. Turner expressed her appreciation of the Healthy Lifestyles Same Day Care talk provided by Jennifer Figueroa, PA. Ms. Kilpatrick also commended the District's recruiting efforts which have resulted in obtaining permanent staff for many positions previously held by temporary workers. No other comments were heard.

CLOSED SESSION

At 7:30 pm Doctor Ungersma reported 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 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, 1 matter 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*).

E. Discussion of employment contract for a public employee, to wit:
Administrator/Chief Executive Officer (*Government Code Section 54957*).

RETURN TO OPEN
SESSION AND REPORT
OF ACTION TAKEN

At 8:08 pm the meeting returned to open session. Doctor Ungersma reported that the Board took no reportable action.

ADJOURNMENT

The meeting adjourned at: 8:09 pm.

John Ungersma MD, President

Attest:

Mary Mae Kilpatrick, Secretary