

CALL TO ORDER

The meeting was called to order at 5:30 pm by Jean Turner, District Board Chair.

PRESENT

Jean Turner, Chair  
Robert Sharp, Vice Chair  
Jody Veenker, Secretary  
Mary Mae Kilpatrick, Treasurer  
Topah Spoonhunter, Member-At-Large  
Kelli Davis MBA, Interim Chief Executive Officer and Chief Operating Officer  
William Timbers MD, Interim Chief Medical Officer  
Allison Partridge RN, MSN, Chief Nursing Officer  
Charlotte Helvie MD, Chief of Staff  
Keith Collins, General Legal Counsel, Jones and Mayer

OPPORTUNITY FOR  
PUBLIC COMMENT

Ms. Turner announced at this time persons in the audience may 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 will be limited to a maximum of three minutes each. The Board is prohibited from generally discussing or taking action on items not included on the agenda for the meeting. No comments were heard.

PIONEER HOME  
HEALTH BOARD  
INTRODUCTIONS

Pioneer Home Health Administrator Ruby Allen, RN introduced the following Pioneer Home Health (PHH) Board members to the Northern Inyo Healthcare District (NIHD) Board:

- Randy Van Tassell, PHH Board President
- Marga Foote RN, PHH Secretary
- Lynda Salcido, PHH Treasurer
- Tom Boo MD, PHH Medical Director
- Mary Mae Kilpatrick, PHH and NIHD Board member
- Kelli Davis, pending PHH Board member and NIHD Interim Chief Executive Officer and Chief Operating Officer

Doctor Boo and Ms. Salcido were unable to attend, but had provided written statements of introduction which were read aloud. The NIHD Board also introduced themselves and thanked the Pioneer Home Health Board for their years of dedicated service to the residents of this community.

CHIEF NURSING  
OFFICER TRANSITION

NIHD Interim Chief Executive Officer (CEO) and Chief Operating Officer Kelli Davis, MBA welcomed Allison Partridge RN, MSN, incoming Chief Nursing Officer for NIHD. A presentation was provided as a fond farewell for outgoing Chief Nursing Officer Tracy Aspel RN, BSN, in sincere appreciation of her more than 40 years of dedicated service to the District.

STRATEGIC PLANNING  
DEVELOPMENT

Ms. Davis addressed the topic of Strategic Planning for the Healthcare District, stating that NIHD's current Plan was established in 2016 and it seems an appropriate time for that Plan to be reviewed and reassessed. The District has undergone significant change and experienced unexpected challenges in recent years, and planning for NIHD's direction going forward is essential. Transparency and strong stewardship are priorities of the District Board and District Administration, and leadership desires to move proactively forward with Strategic Planning sometime around the end of the month of October. Ms. Davis introduced David Sandberg with Cycle of Business, who has assisted the District with Strategic Planning efforts in the past. Mr. Sandberg provided a presentation on effective organizational planning, and at the conclusion of that presentation it was moved by Robert Sharp, seconded by Topah Spoonhunter, and unanimously passed to authorize District leadership to begin work on development of NIHD's next Strategic Plan.

INTERIM CHIEF  
EXECUTIVE OFFICER  
PLACEMENT ON  
PIONEER HOME  
HEALTH BOARD OF  
DIRECTORS

Ms. Turner stated that the Pioneer Home Health Board of Directors has approved NIHD Interim Chief Executive Officer Kelli Davis to serve as a member of the Pioneer Home Health Board, and that as sole owner of PHH the Healthcare District must also approve the placement of any new PHH Board members. It was moved by Mary Mae Kilpatrick, seconded by Mr. Sharp, and unanimously passed to approve NIHD Interim CEO Kelli Davis to serve as a member of the Pioneer Home Health Board of Directors.

ADMINISTRATOR ON  
CALL POLICY AND  
PROCEDURE  
APPROVAL

Ms. Davis called attention to a revised Policy and Procedure titled *Administrator-On-Call Policy*, noting that the only significant change is that the designated Administrator-On-Call must be close enough to the hospital to be on site within 60 minutes (rather than 30 minutes) of being called. It was moved by Ms. Kilpatrick, seconded by Jody Veenker, and unanimously passed to approve the revised *Administrator-On-Call Policy* as presented.

REVISED SAFE  
PATIENT HANDLING  
CHARTER

Tracy Aspel RN, BSN called attention to a revised *Safe Patient Handling Charter*, which specifies the membership and purpose of the District's Safe Patient Handling Committee. It was moved by Ms. Kilpatrick, seconded by Mr. Spoonhunter, and unanimously passed to approve the revised *Safe Patient Handling Charter* as presented.

CHIEF OF STAFF  
REPORT

Vice Chief of Staff Charlotte Helvie MD reported following careful review, consideration, and approval by the appropriate Committees the Medical Executive Committee recommends approval of the following District Wide Policies and Procedures:

POLICY AND  
PROCEDURE  
APPROVALS

1. *Admission, Documentation, Assessment, Discharge, and Transfer of Swing-Bed Patients*
2. *Adult Oxygen Protocol*
3. *Cardiopulmonary Department Cardiac Stress Tests*

4. *Chemotherapy Administration and Precautions*
5. *Discharging a Patient with a Hospital Administered Metered Dose Inhaler (MDI)*
6. *Omnicell Automated Dispensing Unit (ADU)*
7. *Potassium Intravenous Administration*
8. *Procedural Sedation*
9. *Pulmonary Function Testing*
10. *Vortran GO2VENT Use as Emergency Ventilator*
11. *Management of the Diabetic Patient (Insulin and Hyperglycemia Protocol)*

It was moved by Ms. Kilpatrick, seconded by Mr. Sharp, and unanimously passed to approve Policies and Procedures 1 through 11 as presented.

#### ANNUAL APPROVALS

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

1. *Standardized Procedure – Adult Health Maintenance for the Nurse Practitioner or Certified Nurse Midwife*
2. *Standardized Protocol – Adult Health Maintenance for the Physician Assistant*

It was moved by Mr. Sharp, seconded by Ms. Kilpatrick, and unanimously passed to approve both Annual Approvals as presented.

#### REVISED MEDICAL STAFF BYLAWS

Doctor Helvie called attention to revised NIHD Medical Staff Bylaws, the product of several months of review and effort on the part of the Medical Staff Bylaws Committee. Doctor Helvie noted that both District legal counsel and Medical Staff legal counsel find the proposed Bylaws to be in compliance with Joint Commission standards for Critical Access Hospitals. Director Turner noted that standard language regarding the relationship between the Medical Staff and the District Board has been deleted, and she stated that she would like additional time to consider this version of the Bylaws prior to voting on approval. Director Sharp suggested that the Bylaws revisions be outlined and explained to the NIHD Board in detail, and he additionally expressed his appreciation of the amount of time and effort spent on the part of the Medical Staff Bylaws Committee. A suggestion was made to form an NIHD Board Ad Hoc Committee to review the proposed Bylaws with Medical Staff leadership, following which it was determined that the Bylaws will be reviewed by the Ad Hoc Committee already established for the purpose of improving relationships between the NIHD Board and the NIHD Medical Staff. It was moved by Mr. Sharp, seconded by Ms. Kilpatrick, and unanimously passed to table approval of the revised NIHD Medical Staff Bylaws to a future meeting, and for the revised Bylaws to be discussed at a meeting of the Ad Hoc Committee established for the purpose of improving NIHD Board and Medical Staff relationships.

CONSENT AGENDA

Ms. Turner called attention to the Consent Agenda for this meeting, which contained the following items:

1. *Approval of minutes of the August 19 2020 regular meeting*
2. *Interim Chief Executive Officer and Chief Operating Officer report*
3. *Interim Chief Medical Officer report*
4. *Chief Nursing Officer report*
5. *Financial and Statistical Reports as of August 31 2020*
6. *Compliance Department Quarterly report*
7. *Cerner Implementation update*

Following brief discussion it was moved by Mr. Sharp, seconded by Ms. Kilpatrick, and unanimously passed to approve 6 of the 7 Consent Agenda items as presented, with item 5, *Financial and Statistical Reports as of August 31 2020* being pulled from the Consent Agenda for more in-depth discussion. NIHD Financial Consultant Vinay Behl then reviewed those financial statements in greater detail, explaining that patient volume has improved more quickly than expected following the onset of the Covid 19 pandemic, and that the projected loss for the 2019/2020 fiscal year is now significantly lower than anticipated. Ms. Davis also noted that because of the improvement in the District's financial position, it is possible that the level of funding of the NIHD Defined Benefit Pension Plan may be increased. It was then moved by Mr. Sharp, seconded by Mr. Spoonhunter, and unanimously passed to approve the Financial and Statistical Reports as of August 31 2020 as presented.

BOARD MEMBER  
REPORTS

Ms. Turner then asked if any members of the District Board wished to report on any items of interest. Director Veenker reported that the Owens Valley Career Development Center (OVCDC) recently received grant money to fund a wellness navigator position. Luke Wilson, a student from Humboldt State University who specializes in rural health social work has been hired to fill that position. Director Spoonhunter reported he will likely be unable to attend the October regular meeting of the District Board, however he hopes to at least partially participate in the meeting via Zoom. Director Kilpatrick expressed concern about Bishop Community Health (BCH) beginning to offer healthcare services in this community. Ms. Davis stated that the Executive Team is aware of the situation and is keeping an eye on any potential exposure to decreased revenue that may result from the BCH opening. Director Sharp stated that he is looking forward to the upcoming Ad Hoc Committee meeting of the NIHD Board and NIHD Medical Staff representatives. No other reports were heard.

ADJOURNMENT TO  
CLOSED SESSION

At 7:23 pm Ms. Turner announced the meeting would adjourn to Closed Session to allow the District Board of Directors to:

- A. Conference with Legal Counsel, existing litigation (*pursuant to Paragraph (1) of subdivision (d) of Government Code section 54956.9*). Name of case: Inyo County LAFCO and NIHD v.

- SMHD, Case No. 3-2015-8002247-CY-WM-GDS-Sacramento County.
- B. Conference with Labor Negotiators, Agency Designated Representative: Irma Moisa; Employee Organization: AFSCME Council 57 (*pursuant to Government Code Section 54957.6*).
  - C. Conference with Legal Counsel, existing litigation (*pursuant to Paragraph (1) of subdivision (d) of Government Code Section 54956.9*), claim of Lis J. Kuly.
  - D. Discussion of a real estate negotiation regarding price, 152 Pioneer Lane, Bishop, California, agency negotiators Kelli Davis, MBA; and Nickoline Hathaway MD and Asao Kamei MD (*pursuant to Government Code Section 54956.8*).
  - E. Confer with legal counsel regarding significant exposure to litigation (*Government Code Section 549569(d)(2)*), 1 matter involving invoices submitted by John Tremble.
  - F. Public Employee Performance Evaluation (*pursuant to Government Code Section 54957(b)*) title: Interim Chief Executive Officer.

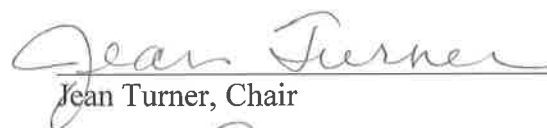
Ms. Turner stated the Board did not anticipate that any reportable action will be announced following the conclusion of Closed Session.

RETURN TO OPEN  
SESSION AND REPORT  
OF ACTION TAKEN

At 10:34 pm the meeting returned to Open Session. Ms. Turner reported that the Board took no reportable action.

ADJOURNMENT

The meeting adjourned at 10:35 pm.

  
Jean Turner, Chair

Attest:

  
Jody Veenker, Secretary