

CALL TO ORDER The meeting was called to order at 5:45 pm by M.C. Hubbard, President.

PRESENT M.C. Hubbard, President
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

OPPORTUNITY FOR
PUBLIC COMMENT Ms. Hubbard stated 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. The following persons spoke during public comment:

- Laurie Archer, RN
- Gloria Phillips, RN
- Vickie Labraque, RN
- Chris Whitcomb
- Janie Robertson
- (unidentified member of public)
- Pam Mitchell
- Eric Richman, O.D.
- Ken Kilgore
- John Atkins
- Randy Short
- Cheryl Moreau
- Stacey Brown, M.D.
- Robin Cassidy
- Cindy Freeman
- Todd Lembke
- Maura Richman, RN
- Sue Tonelli, RN
- Lynne Greer
- Cherie Labraque
- Pam Spector, RN
- Tami McDermith, RN

At the request of a member of the public, Board members Watercott, Hayden, Hubbard, Clark, and Ungersma each provided a brief description of their Hospital District Board experience and their personal background. Ms. Hubbard also provided a brief overview of the personal leave that is currently allowed to Northern Inyo Hospital (NIH) employees.

CONSENT AGENDA Ms. Hubbard then called attention to the Consent Agenda for this meeting which contained the following items:

- Approval of the minutes of the May 13 2015 regular meeting
- Approval of the financial and statistical reports for the month of April 2015

It was moved by Denise Hayden, seconded by D. Scott Clark, M.D. and unanimously passed to approve both Consent Agenda items as presented.

CHIEF EXECUTIVE OFFICER'S REPORT

Chief Executive Officer Victoria Alexander-Lane reported on the following:

- The physician on-boarding process (for incoming practitioners) is being expanded and improved upon, and it now includes two weeks of Hospital orientation
- Hospital Administration continues to work with the Inyo County Local Agency Formation Commission (LAFCO) to look into the subject of encroachment of services within the Northern Inyo Healthcare District boundaries
- A potential Chief Medical Officer (CMO) candidate will come for a visit the next week. A brief description of the role of a CMO was also provided.
- Hospital Administration is moving forward to pursue designating the NIH Rural Health Clinic (RHC) as a Medical Home. RHC expansion continues and the Hospital also continues to recruit for family practice and internal medicine practitioners to join the Clinic team. The Hospital's women's health and OB/Gyn practitioners will now also be part of the RHC.
- Strategic planning for the Hospital's Information Technology (IT) Department continues, and an IT Department open house will take place in the near future
- The Hospital is currently working on improving processes for transitions in patient care, and is looking at concepts including patient navigators and care coordinators. NIH also continues to increase its focus in the areas of population wellness and prevention
- The Hospital continues to look into telemedicine services as a solution for meeting some of the unmet healthcare needs in this community
- The NIH management team will soon participate in the 2nd phase of management training on *The 7 Habits of Highly Effective People*
- The Hospital management team also continues work on review of internal process management, and on improving and updating existing hospital policies
- NIH Community Relations staff is in high gear planning special events for hospital staff

Ms. Alexander-Lane additionally asked if the Board is interested in holding the August regular meeting of the District Board at Cardinal Village Resort, which is located within the Hospital District boundaries. The response to that inquiry was favorable.

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 Board approval of the following:

MEDICAL STAFF
CREDENTIALING,
PRIVILEGING, AND
ADVANCEMENTS

1. Advancement of Felix Karp, M.D. from Temporary Locums to Provisional Active Staff with clinical privileges as requested
2. Advancement of Matthew Wise, M.D. from Provisional Active Staff to Active Staff with clinical privileges as requested
3. Granting of Pelvic Radiology privileges as requested commensurate with current practice to Keith Shonnard, M.D.

Dr. Robinson also reported that the Medical Executive Committee recommends acceptance of the Medical Staff resignations of Sudhir Kakarla, M.D. and Kristin Collins, D.O., per their requests. He additionally noted that following careful review, consideration, and approval by the appropriate Committees, the Medical Executive Committee recommends Board approval of the following hospital wide policies and procedures:

POLICY AND
PROCEDURES
APPROVALS

1. *Endo Venous Laser Treatment*
2. *Malignant Hyperthermia Cart Check*
3. *Shoulder Arthroscopy 3 Point Distraction System*
4. *Surgery Tissue/Bone Graft "Look Back" policy*
5. *Bone Graft Tissue Bank*
6. *Utilization Review Plan*
7. *Organ/Tissue/Eye Donation*

Following review of the information provided it was moved by Peter Watercott, seconded by John Ungersma, M.D. and unanimously passed to approve all Medical Staff credentialing, privileging, advancements, and resignations; and all seven policies and procedures as presented.

CHIEF NURSING
OFFICER REPORT

Chief Nursing Officer Kathy Decker R.N. provided a nursing department update which included stating that Interim Perinatal Unit Nurse Manager Jan Burke RN is now on board and is very pleased to be part of the Hospital team and its' (phenomenal) staff.

PERFORMANCE
EXCELLENCE REPORT

Chief Performance Excellence Officer Maria Sirois provided a monthly report which included the following:

- Hospital compliance statistics and reports
- An update on the progress of the Leap Frog Survey
- Information on Hospital staff Performance Excellence Training (including Lean Six Sigma training)

NEW BUSINESS

2015/2016 FISCAL YEAR
BUDGET

Chief of Fiscal Services Carrie Petersen called attention to a summary of submitted Hospital departmental budgets for the upcoming 2015/2016 fiscal year, which at this time results in a bottom line initial deficit of \$3,882,012. Ms. Petersen stated that management's goal in the next month will be to work diligently to get the budget to the right positive bottom line to meet our needs as an organization, including meeting the Bond Debt Service Coverage guidelines that require NIH to have sufficient income to cover outstanding debt. While work on the budget

continues, Ms. Alexander-Lane recommends Board approval of the capital budget and depreciation items only at this time. Following brief discussion it was moved by Mr. Watercott, seconded by Doctor Ungersma, and unanimously passed to approve the capital budget and depreciation portions of the 2016/2016 budget (only) at this time.

401(A) PLAN
AMENDMENT

Chief Human Relations Officer Georgan Stottlemire called attention to an Amendment to the District 401(A) Retirement Plan which allows for revision of the timing requirements for funding of the employer contribution. It was moved by Ms. Hayden, seconded by Doctor Ungersma, and unanimously passed to approve the Amendment to the District 401(A) Retirement Plan as presented.

MAMMOGRAPHY
UPGRADE

Ms. Alexander-Lane called attention to a request to upgrade the Hospital's mammography machine to 3D Breast tomosynthesis in order to provide the highest quality of care available to citizens of the District. It was noted that the upgrade will bring NIH's ability to detect breast cancer to a state-of-the-art level which only exists at a small number of facilities in this country. It was moved by Doctor Ungersma, seconded by Doctor Clark, and unanimously passed to approve the proposed mammography upgrade as presented.

FLOOR WAXING
PROPOSAL

Environmental Services Manager Richard Miears called attention to a proposal for floor waxing services that resulted from an RFP (Request For Proposal) being advertised during the month of May. It was moved by Ms. Hayden, seconded by Doctor Clark, and unanimously passed to approve a contract with *Just Do Right Janitorial* for floor waxing services at NIH, per the information provided by Mr. Miears.

APPROVAL OF
APPROPRIATIONS
LIMIT FOR THE
2015/2016 FISCAL YEAR

Chief of Fiscal Services Carrie Petersen called attention to a proposed Appropriations Limit for the fiscal year July 1 2015 thru June 30 2016, per calculations and data provided by the State of California Department of Finance. It was moved by Doctor Ungersma, seconded by Ms. Hayden, and unanimously passed to approve an appropriations limit of \$553,086.33 for the upcoming fiscal year as presented.

MICROSOFT
LICENSING RENEWAL

Information Technology Technical Services Manager Devin Riley called attention to a request for renewal of the Hospital's Microsoft Licensing Agreement which will expire in the month of July. It was moved by Mr. Watercott, seconded by Ms. Hayden and unanimously passed to renew the Hospital's Microsoft Licensing Agreement as requested.

UPDATE TO
EMPLOYEE DISCOUNT
POLICY

Chief of Fiscal Services Carrie Petersen called attention to a proposed update to the current NIH employee discount policy, which corrects the policy to reflect the current District discount of 25% for employees and the prompt pay discount of 20% available to all patients. It was moved by Dr. Ungersma, seconded by Dr. Clark, and unanimously passed to approve the update to the medical expense discount policy as presented.

HOSPITALIST
CONTRACT
ADDENDUM, JOY
ENGLADE

Ms. Alexander-Lane called attention to a proposed addendum to the Chief Hospitalist Agreement with Joy Engblade, M.D. which would allow for a tuition reimbursement of up to \$10,000 per year for continuing medical education as per common practice. It was moved by Doctor Clark, seconded by Ms. Hayden, and unanimously passed to approve the proposed contract Addendum with Chief Hospitalist Joy Engblade M.D. as presented.

MICROSOFT TRUE UP
COST

Information Technology Technical Services Manager Devin Riley then called attention to a request to “true-up” the liability (expense) for the Hospital’s licensed Microsoft Software to correct the expense to actual. It was moved by Doctor Ungersma, seconded by Mr. Watercott, and unanimously passed to approve the “true-up” adjustment to the cost of the Hospital’s licensed Microsoft Software as requested.

BOARD MEMBER
REPORTS

Ms. Hubbard asked if any members of the Board of Directors wished to report on any items of interest. No reports were heard.

ADJOURNMENT TO
CLOSED SESSION

At 8:14 pm Ms. Hubbard announced the meeting would adjourn to closed session to allow the Board of Directors to/for:

- 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. Discussion of potential litigation (*Government Code Section 54956(d)(2)*).
- C. Confer regarding action filed against Northern Inyo Healthcare District and other Defendants (*Government Code Section 54956.9(a)*).

RETURN TO OPEN
SESSION AND REPORT
OF ACTION TAKEN

At 9:00 pm the meeting returned to open session. Ms. Hubbard reported the Board took no reportable action.

ADJOURNMENT

The meeting was adjourned at 9:01 pm.

M.C. Hubbard, President

Attest:

D. Scott Clark, M.D., Secretary