

- CALL TO ORDER** The meeting was called to order at 5:30 pm by M.C. Hubbard, President.
- PRESENT** M.C. Hubbard, President
Mary Mae Kilpatrick, Vice President
Jean Turner, Secretary
Robert Sharp, Treasurer
Kevin S. Flanigan MD, MBA, Chief Executive Officer
Allison Robinson MD, Chief of Staff
John Tremble, Chief Financial Officer
Tracy Aspel RN, Chief Nursing Officer
- ABSENT** Peter Tracy, Member at Large
Kelli Huntsinger, Chief Operating Officer
Evelyn Campos Diaz, Chief Human Resources Officer
- OPPORTUNITY FOR PUBLIC COMMENT** Ms. Hubbard announced at this time person 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 and speakers will be limited to a maximum of three minutes each. Comments were heard from Joy Englade, M.D..
- STRATEGIC PLAN UPDATE, WORKFORCE EXPERIENCE COMMITTEE REPORT** Jenny Bates, RN provided an update on the activities and achievements of the Northern Inyo Healthcare District (NIHD) Workforce Experience Committee, established for the purpose of addressing the workforce experience-related goals of the District's Strategic Plan. Ms. Bates reported on the following:
- District Staff Development enhancements and "growing our own" efforts to further the education and training of existing NIHD staff
 - Statistics and trends relating to staff turnover and churnover
 - Efforts to reduce voluntary staff turnover
 - Efforts to ensure the District is hiring the right candidates
 - Efforts toward achieving 100% completion of mandatory staff trainings and assigned competencies
- ELECTION OF BOARD OFFICERS FOR 2019** Ms. Hubbard addressed election of Board officers for the 2019 calendar year, and prosed that the following slate of officers become effective as of January 1 2019:
- President: Mary Mae Kilpatrick
 - Vice President: Jean Turner
 - Secretary: Robert Sharp
 - Treasurer: Peter Tracy
 - Member at Large: M.C. Hubbard.
- It was moved by Ms. Hubbard, seconded by Jean Turner, and unanimously passed to approve the proposed slate of 2019 Board officers as presented.

2013 CMS SURVEY
MONITORING REPORTS
AND FINANCIAL AND
STATISTICAL REPORTS

Chief Executive Officer Kevin S. Flanigan, MD, MBA reported following implementation of the Athena Health Information System (HIS), the District has not yet been able to verify the accuracy of the 2013 CMS Survey Validation Monitoring and Financial and Statistical reports normally provided on a monthly basis. Provision of those monthly reports will be suspended until such time as their accuracy can be verified, and Chief Financial Officer (CFO) John Tremble will provide financial and statistical information in a different format in the interim. Mr. Tremble provided statistics on NIHD's 2018 Medicare Cost Report Settlement and Medicare Sequestration Reductions as this month's report.

DISTRICT BOARD
RESOLUTION 18-08,
PIONEER HOME
HEALTH AFFILIATED
ENTITY

Doctor Flanigan called attention to District Board Resolution 18-08, being established for the purpose of ensuring patient privacy and HIPAA (Health Insurance Portability and Accountability Act) compliance regarding the shared use of patient data with District Affiliated Covered Entity (ACE) Pioneer Home Health. It was moved by Ms. Turner, seconded by Robert Sharp, and passed to approve District Board Resolution 18-08, with Director Mary Mae Kilpatrick abstaining from the vote due an existing relationship with Pioneer Home Health.

AD HOC BOARD
MEETING IN JANUARY
2019

Ms. Hubbard called attention to possible dates for an Ad Hoc Board of Directors meeting to be held in January of 2019 for the purpose of Board member education and training (provided by District Legal Counsel Colin Coffey). Following discussion of potential dates, Monday January 28 2019 was chosen for the date of the Ad Hoc meeting and training.

RECOMMENDED ADD
TO CAPITAL BUDGET

Mr. Tremble called attention to a mid-year supplemental request to add \$570,645 to the Capital Budget for fiscal year 2018-2019 (as outlined in the 2020 Budget Calendar). Following review of projected revenues (\$1.2 million budget deficit), expenditures (on track with budget), and cash flows for the second half of the current fiscal year, it was moved by Ms. Kilpatrick, seconded by Ms. Turner, and unanimously passed to approve the recommended supplemental add to Budget as requested.

MEDICAL STAFF
LEADERSHIP
EXPANSION

Chief of Staff Allison Robinson, MD reported the NIHD Medical Staff requests authorization to consider expansion of the District's existing Chief of Staff (COS) model in an effort to improve Medical Staff administrative efficiency. The model currently under consideration includes hiring a Chief of Staff as a permanent position, with 50% administrative duties and 50% clinical responsibilities for a one-year probationary period, with salary being based on the particular physician's specialty. A proposed model will be introduced at the January Medical Staff quarterly meeting, then considered further by the Medical Executive Committee and later returned to the District Board if applicable. It was moved by Ms. Kilpatrick, seconded by Mr. Sharp, and unanimously passed to grant the NIHD Medical Staff permission to pursue possible expansion of the Chief of Staff role further. A request was made by the

Board to receive information on the potential gains as well as down sides of the proposal should it return to the Board for further consideration, and that a financial impact assessment also be provided.

EXPLANATION OF
EXIT INTERVIEW
PROCESS

It was noted that a request was made at the November Board of Directors meeting for the Board to receive additional information on the District's employee exit interview process. The Board stated that adequate information on that subject has already been provided at this meeting as part of the report received from the Workforce Experience Committee.

OLD BUSINESS

ATHENA
IMPLEMENTATION
UPDATE

Director in Information Technology Services (ITS) Robin Cassidy provided a bi-monthly update on the progress of the District's Health Information System (Athena) implementation. It was noted that it has been 80 days since the Athena conversion went live, and that all systems are now up and running. District staff continues to work with Athena on fine-tuning the system and addressing change management.

PHARMACY UPDATE

Doctor Flanigan reported following a change of architect for the NIHD Pharmacy upgrade project, progress is now being made toward meeting the December 2019 project completion deadline. The Pings architectural firm has taken over the project, and continues to work with RBB Architects on the mechanical, electrical, and plumbing components of the Pharmacy upgrade. It was noted that Pings' positive working relationship with the Office of Statewide Planning and Development (OSHPD) is proving to be beneficial for the District.

NIHD ANNUAL AUDIT,
2017/2018 FISCAL YEAR

Doctor Flanigan additionally reported that receipt and approval of NIHD's 2017/2018 annual audit will be tabled until the January 2019 regular Board meeting, due to the fact that the District has yet to receive a final report from its' auditors.

CONSENT AGENDA

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

- *Approval of minutes of the November 14 2018 regular meeting*
- *Approval of minutes of the December 12 2018 special meeting*
- *Policy and Procedure annual approvals*

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

CHIEF OF STAFF
REPORT

Chief of Staff Allison Robinson 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. *Breastfeeding the Term Infant*
2. *Crash Cart and Defibrillator Check Policy*
3. *Dental Emergencies in the Emergency Department*

4. *Disclosure of the Unanticipated Outcome*
5. *Evaluation and Assessment of Patient's Nutritional Needs*
6. *Newborn and Pediatric Abduction Prevention Safety and Security*
7. *Newborn Pulse Oximetry Screen*
8. *Respiratory Therapist Patient Assessment and Reassessment*
9. *Transcutaneous Bilirubin Testing (Bili Scan)*

It was moved by Mr. Sharp, seconded by Ms. Turner, and unanimously passed to approve Policies and Procedures 1 through 9 as presented.

MEDICAL STAFF
REAPPOINTMENTS
AND PRIVILEGES

Doctor Robinson also reported following careful review, consideration, and approval by the appropriate Committees the Medical Executive Committee recommends approval of the following Medical Staff/Allied Health Professional reappointments and Privileges (granted through 2020 except where noted):

1. L. Jeanine Arndal, MD, *OB/GYN*
2. Peter Bloomfield, MD, *Emergency Medicine*
3. Thomas J. Boo, MD, *Family Medicine*
4. Sierra Bourne, MD, *Emergency Medicine*
5. John Daniel Cowan, MD, *Anesthesiology*
6. Robbin Cromer-Tyler, MD, *General Surgery*
7. Tracy Drew, NP, *Family Nurse Practitioner*
8. Joy Engblade, MD, *Internal Medicine*
9. Jennifer A. Figueroa, PA, *Physician Assistant*
10. Anne Gasior, MD, *Family Medicine*
11. Anne Goshgarian, MD, *Emergency Medicine*
12. Charlotte C. Helvie, MD, *Pediatrics*
13. Michelle Inforzato, MD, *Internal Medicine*
14. Jennifer L. Joos, PA, *Physician Assistant*
15. Katrinka Kip, MD, *Pediatric Cardiology*
16. Catherine Leja, MD, *Family Medicine*
17. Joseph Ludwick, MD, *Pediatric Cardiology*
18. Colleen McEvoy, NP, *Pediatric Nurse Practitioner*
19. Jayson Morgan, MD, *Cardiology*
20. David L. Nicholson, CRNA, *Nurse Anesthesia*
21. Irin Pansawira, OD, *Optometry (through June 30, 2019)*
22. Jessica Paulson, MD, *Emergency Medicine (through 2019)*
23. Allison Robinson, MD, *General Surgery*
24. Mark K. Robinson, MD, *Orthopedic Surgery*
25. Jeanette Schneider, MD, *Psychiatry*
26. Uttama Sharma, MD, *Family Medicine*
27. Saif H. Siddiqi, MD, *Radiology*
28. Stuart Souders, MD, *Radiology*
29. Jacqueline Theis, OD, *Optometry (through June 30, 2019)*
30. William Timbers, MD, *Emergency Medicine*
31. Jennie G. Walker, MD, *Emergency Medicine*
32. Matthew Wise, MD, *OB/GYN*
33. Charlie Wolf, MD, *Emergency Medicine (through 2019)*
34. Mara Yolken, NP, *Adult Nurse Practitioner*

It was moved by Ms. Kilpatrick, seconded by Ms. Turner, and unanimously passed to approve all 34 Medical Staff appointments and privileging as requested.

BOARD MEMBER
REPORTS

Ms. Hubbard asked if any members of the Board of Directors wished to report on any items of interest. Director Kilpatrick expressed her appreciation of the NIHD Employee and Physician Christmas party, and Director Turner praised the recent Healthy Lifestyles talk provided by NIHD Dietician Denice Hynd.

PUBLIC COMMENT

Asao Kamei MD commented that if the Board of Directors is interested, he is willing to provide them with the history and development of the provision of healthcare services in this area over the last 40 years. The Board expressed their appreciation of Doctor Kamei's offer.

ADJOURNEMTN TO
CLOSED SESSION

At 6:49 pm Ms. Hubbard announced the meeting would adjourn to Closed Session to allow the Board of Directors to:

- A. Confer with Legal Counsel regarding threatened litigation, 1 matter pending (*pursuant to Government Code Section 54956.9(d)(2)*).

RETURN TO OPEN
SESSION AND REPORT
OF ACTION TAKEN

At 7:00pm the meeting returned to Open Session. Ms. Hubbard reported the Board took no reportable action.

ADJOURNMENT

The meeting adjourned at 7:01pm.

M.C. Hubbard, President

Attest:

Jean Turner, Secretary