

September 21 2022 Regular Board Meeting

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AGENDA

NORTHERN INYO HEALTHCARE DISTRICT BOARD OF DIRECTORS REGULAR MEETING

September 21, 2022 at 5:30 p.m.

Northern Inyo Healthcare District invites you to join this meeting:

TO CONNECT VIA ZOOM: *(A link is also available on the NIHD Website)*
<https://zoom.us/j/213497015?pwd=TDIiWXRuWjE4T1Y2YVFWbnF2aGk5UT09>
Meeting ID: 213 497 015
Password: 608092

PHONE CONNECTION:
888 475 4499 US Toll-free
877 853 5257 US Toll-free
Meeting ID: 213 497 015

The Board is again meeting in person at 2957 Birch Street Bishop, CA 93514. Members of the public will be allowed to attend in person or via zoom. Public comments can be made in person or via zoom:

1. Call to Order (at 5:30 pm).
2. **Public Comment:** The purpose of public comment is to allow members of the public to address the Board of Directors. Public comments shall be received at the beginning of the meeting and are limited to three (3) minutes per speaker, with a total time limit of thirty (30) minutes for all public comment unless otherwise modified by the Chair. Speaking time may not be granted and/or loaned to another individual for purposes of extending available speaking time unless arrangements have been made in advance for a large group of speakers to have a spokesperson speak on their behalf. Comments must be kept brief and non-repetitive. The general Public Comment portion of the meeting allows the public to address any item within the jurisdiction of the Board of Directors on matters not appearing on the agenda. Public comments on agenda items should be made at the time each item is considered.
3. New Business:
 - A. Approval of the Request for Additional Funds for the Pharmacy and Infusion Project (*Board will receive this presentation and consider the approval of additional funding*)

- B. Physician Recruitment and 1099 District Physician Contract Template Review (*Board will consider the review of this information*)
 - 4. Chief of Staff Report, Sierra Bourne MD:
 - A. Medical Staff Appointments (*Board will consider the approval of these Medical Staff Appointments*)
 - 1. Scott Brown, MD (*urology*) – Courtesy Staff
 - 2. Justin Levy, MD (*internal medicine/hospitalist*) – Courtesy Staff
 - 3. Michael McEnany, MD (*emergency medicine*) – Active Staff
 - 4. Chibao Nguyen, DO (*internal medicine/hospitalist*) – Active Staff
 - 5. Ryan Redelman, MD (*radiology*) – Courtesy Staff
 - B. Medical Staff Resignations (*Board will consider the approval of these Medical Staff Resignations*)
 - 1. Laura Sullivan, MD (*Renown tele-cardiology*) – effective 06/21/22
 - 2. William Timbers, MD (*emergency medicine*) – effective 08/01/22
 - C. Policies (*Board will consider the approval of these Policies*)
 - 1. Anesthesia Clinical Standards and Professional Conduct
 - 2. Linen Laundry Processes AB 2679
 - 3. Nursing Bedside Swallow Screen
 - 4. Patient Safety Program Plan
 - 5. Pediatric and Newborn Consultation Requirements
 - D. Medical Executive Committee Meeting Report (*Board will receive this report*)
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Consent Agenda

All matters listed under the consent agenda are considered routine and will be enacted by one motion unless any member of the Board wishes to remove an item for discussion.

- 5. Approval of District Board Resolution 22-15, to continue to allow Board meetings to be held virtually (*Board will consider the adoption of this District Board Resolution*)
- 6. Approval of minutes of the August 17, 2022 Regular Board Meeting (*Board will consider the approval of these minutes*)
- 7. Approval of minutes of the August 31, 2022 Special Board Meeting (*Board will consider the approval of these minutes*)
- 8. Approval of minutes of the September 7, 2022 Special Board Meeting (*Board will consider the approval of these minutes*)
- 9. Chief Executive Officer Reports (*Board will consider accepting these reports*)
- 10. Chief Medical Officer Report (*Board will consider accepting this report*)
- 11. Chief Nursing Officer Report (*Board will consider accepting this report*)

12. Financial and Statistical reports for July 31, 2022 (*Board will consider accepting this report*)
13. Approval of Policies and Procedures (*Board will consider the approval of these Policies and Procedures*)
 - A. Responsibilities of Nursing Students and District Staff
 - B. Communicating Protected Health Information Via Electronic Mail (Email)
 - C. Compliance Program for Northern Inyo Healthcare District

14. Reports from Board members (*Board will provide this information*).

15. Public comments on closed session items.

16. Adjournment to Closed Session to/for:

- A. Conference with Labor Negotiators, Agency Designated Representatives: Irma Rodriguez Moisa and Andrew M. Aller; Employee Organization: AFSCME Council 57 (pursuant to Government Code Section 54957.6)
- B. Conference with Legal Counsel- Anticipated Litigation. Gov't Code 54956.9(d)(2).
Number of potential cases: (1)
- C. Discussion of Public Employment (Gov. Code § 54957(b)(1))
Title: Interim CEO Candidate
- D. Conference with Labor Negotiators (Gov. §54957.6) Agency Designated Representative:
Northern Inyo Healthcare District Human Resources Director
Unrepresented Employee: Interim CEO

17. Return to open session and report on any actions taken in closed session.

18. Adjournment

In compliance with the Americans with Disabilities Act, if you require special accommodations to participate in a District Board meeting, please contact administration at (760) 873-2838 at least 48 hours prior to the meeting.

**NORTHERN INYO HEALTHCARE DISTRICT
RECOMMENDATION TO THE BOARD OF DIRECTORS
FOR ACTION**

Date: 8/25/2022

Title: **Approval of the Request for Additional Funds for the Pharmacy and Infusion Project**

Synopsis: We are asking for Board approval for the Pharmacy / Infusion remodel project new budget number.

See attached backup documentation for this request.

Also attached to this is the preliminary budget request 8/25/2021.

Prepared by: Scott Hooker
Director of Facilities

Reviewed by: *Kelli Davis*
Kelli Davis, CEO

**NORTHERN INYO HEALTHCARE DISTRICT
RECOMMENDATION TO THE BOARD OF DIRECTORS
FOR ACTION**

Date: 8/25/2021

Title: **APPROVAL OF THE PHARMACY AND INFUSION PROJECT PRELIMINARY
BUDGET \$3,000,000.00**

Synopsis: We are asking for Board approval for the Pharmacy / Infusion remodel project budget number. \$3,000,000.00

We are asking the Board to approve the Pharmacy / Infusion project budget preliminary number. These numbers are preliminary, as we do not have OSHPD approval yet. This approval is a requirement by OSHPD in order to complete an expedited review of the project. This will also allow our CEO to approve the bid packets and contracts as they come in, allowing us to expedite the start of this project.

Prepared by: Scott Hooker
Director of Facilities

Reviewed by: Kelly Davis
Name
Title of Chief who reviewed INTERIM CEO

Approved by: Kelly Davis
Name
Title of Chief who approved INTERIM CEO

FOR EXECUTIVE TEAM USE ONLY:

Date of Executive Team Approval: 9-1-2021 Submitted by: Kelly Davis
Chief Officer



Northern Inyo Healthcare District
Attention: Mr. Scott Hooker
150 Pioneer Lane
Bishop, CA 93514

RE: Pharmacy and Infusion Project Updated Budget Backup

Dear Scott:

It is the project teams desire to provide the NIHD Board Backup for final budget approval being presented on September 21, 2022. As the board is aware the Pharmacy Project/Infusion project is required to be upgraded to meet current requirements for a HD Buffer (Hazardous Material Hood with Negative Air) by the Pharmacy Board. This requirement is time sensitive and therefor an expedited design and review protocol was presented to HCAI and terms of this agreed on expedited review are as follows:

1. A/E Team to commit to a two week turn around on back check comments.
2. Construction Team (Colombo) to be engaged in the project and ready to start work within two weeks of approval.
3. Preliminary budget approval by the NIHD Board.
4. Lastly, all members of the project team – NIDH Staff, A/E and Construction team must agree to these terms.

The relevant budget impact items are highlighted. (See letter attached)

Budget Development Timeline:

HCAI Expedited Review Protocol: As the HCAI Expedited Review protocol states, a budget allocation needed to be approved by the NIHD Board. A budget allocation of 3 million was given by the project team in compliance with the HCAI requirement and prior to final plan development. The amount was directly related to the NIHD prior budget allocation for this project and not necessarily based on the actual budget value. This procedure was to engage the project team with HCAI to dramatically reduce the design and approval time through HCAI.

Project Bid: On April 7th, 2022 the Pharmacy/Infusion Remodel was approved by HCAI and the project team proceeded with bidding process and on April 21st – bids were opened with many of the scopes of work not covered by contractors. The project team met, reviewed the open scopes of work and put the project back out to bid again for a bid opening of May 13. Bids were open, but unfortunately still many of the scopes of work had no coverage. As allowed under public contract law, the remaining scope of work were negotiated. This process allows the project team to reach out directly to qualified contractors to provide an informal bid. The reasoning is the bidding process is more of a dialogue where contractor concerns regarding their scope of work can be answered and they would be more willing to provide pricing.

