

CALL TO ORDER Northern Inyo Healthcare District (NIHD) Board Chair Melissa Best-Baker called the meeting to order at 5:30 p.m.

PRESENT Melissa Best-Baker, Chair
Jean Turner, Vice Chair
Ted Gardner, Secretary
Mary Mae Kilpatrick, Member at Large
Stephen DelRossi, MSA, Chief Executive Officer
Allison Partridge RN, MSN, Chief Operations Officer / Chief Nursing Officer
Adam Hawkins, DO, Chief Medical Officer
Alison Murray, Chief Human Resources Officer
Sierra Bourne, MD, Chief of Staff (*Via Zoom*)

ABSENT David McCoy Barrett, Treasurer

OPPORTUNITY FOR PUBLIC COMMENT Chair Best-Baker reported that at this time, members of the audience may speak on any items not on the agenda on any matter within the jurisdiction of the District Board. Public comments shall be received at the beginning of the meeting and are limited to three minutes per speaker, with a total time limit of thirty minutes for all public comment unless otherwise modified by the Chair. 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.

There were no comments from the public.

NEW BUSINESS

RESOLUTION 24-01, NEW NAMED FIUCIARIES OF PENSION PLAN(S)

Chair Best-Baker called attention to District Board Resolution 24-01, New Named Fiduciaries of Pension Plan(s).

Discussion ensued. Alison Partridge recommend we add new executive position Chief Human Resources Officer to the Resolution. Discussion ensued and the Board agreed to approve this resolution with the updated to add new Chief Human Resources positon.

Motion by: Mary Mae Kilpatrick

Seconded by: Ted Gardner

Passed 4-0 vote

PHARMACY / INFUSION PROJECT PRESENTATION

Chair Best-Baker introduced Scott Hooker and called attention to the Pharmacy / Infusion Project Presentation.
Scott Hooker introduced Colombo Construction representative Louis

Varga. Discussion ensued, and the Board agreed to approve the request of additional funding for the Pharmacy / Infusion Project.

Motion by: Mary Mae Kilpatrick
Seconded by: Jean Turner
Passed 4-0 vote

GOVERNANCE
COMMITTEE (G.C.)
REPORT

Chair Melissa Best-Baker called the attention to the Governance Committee (G.C.) report.

Vice Chair Jean Turner reported on behalf of the Governance Committee. Vice Chair Turner expressed her appreciation for all the work from NIHD staff and Board G.C. member David McCoy-Barrett for all the Governance Committee work being done this year. Vice Chair Turner reported the updates and recommendations discussed and approved to bring to the full Board by the Governance Committee. Discussion ensued. Vice Chair Turner concluded that all the recommendations are action items following this report.

BOARD APPROVAL OF
AMENDED BYLAWS

Chair Best-Baker called attention to the Bylaws and the recommended updates brought forth by the Governance Committee. Discussion ensued.

Motion by: Mary Mae Kilpatrick
Seconded by: Ted Gardner
Passed 4-0 vote

APPROVAL OF
GOVERNANCE
COMMITTEE CHARTER &
WORKPLAN

Chair Best-Baker called attention to the G.C. Charter and Workplan. Discussion ensued.

Motion by: Ted Gardner
Seconded by: Mary Mae Kilpatrick
Passed 4-0 vote

APPROVAL OF BOARD
CALENDAR OF TIME
SENSITIVE BUSINESS

Chair Best-Baker called attention to the updated Calendar of Time Sensitive Business. Discussion ensued.

Motion by: Ted Gardner
Seconded by: Mary Mae Kilpatrick
Passed 4-0 vote

REVIEW OF BOARD'S
CODE OF CONDUCT

Chair Best-Baker called attention to the Board's Code of Conduct for its annual review. The Board did not have any comments or updates.

Motion by: Ted Gardner
Seconded by: Mary Mae Kilpatrick
Passed 4-0 vote

CHIEF EXECUTIVE
OFFICER REPORT

Chair Best-Baker called attention to the Chief Executive Officer Report.

- Brown Act Handbook – Information item for the Board on Brown

Act updates.

- Strategic Planning – Mr. DelRossi reported that he is planning a Special Board meeting for Strategic Planning in March, and our executive team is currently meeting weekly to prepare.
- Expanded Cardiology – Mr. DelRossi reported that we continue to work with Dr. Rowan to offer expanded services to match our community demand. Dr. Rowan is now offering insertion of Loop Recorder devices through PACU/Infusion. Dr. Rowan will provide a healthy lifestyle talk at the end of February and will also go over what cardiac services are being offered at NIHD.
- Neurosurgeon – Mr. DelRossi reported that we are currently in negotiations with a Neurosurgeon who is fellowship trained in skull base and spine therapies and surgery. He will be starting as a clinic provider, but plans to expand services to include minimally invasive outpatient surgeries in the future.

**CHIEF FINANCIAL
OFFICER REPORT**

Chair Best-Baker introduced the Chief Financial Officer report.

- Financial & Statistical Reports:
 - Andrea Mossman presented the financial & statistical report. Discussion ensued.

Motion by: Jean Turner

Seconded by: Ted Gardner

Passed 4-0 vote

- New CFO - Mr. DelRossi reported that the new CFO's start date was pushed to April
- Financial Audit – Mr. DelRossi reported that the Audit should be completed the end of February and will provide an update at the regular March Board meeting.

**CHIEF OF STAFF
REPORT**

Chair Best-Baker called attention to the Chief of Staff report.

POLICIES

Dr. Sierra Bourne provided an overview of the policies/procedures.

1. Credentialing – da Vinci Robotic Surgery
2. Newborn Blood Glucose Monitoring
3. Nitrous Oxide Use in the Intrapartum / Immediate Postpartum Period
4. Nursing Care of the Laboring Patient Receiving Regional Analgesia
5. Standards of Patient Care in the Perinatal Unit

Discussion ensued.

Motion by: Jean Turner

Seconded by: Mary Mae Kilpatrick

Passed 4-0 vote

MEDICAL STAFF
APPOINTMENTS 2024-
2025

Dr. Sierra Bourne provided an overview of the 2024-2025 Medical Staff Appointments.

1. Naomi Lawrence – Reid, MD (pediatrics) – Courtesy Staff
2. Rachel Chamberlain, DO (OB/GYN) – Active Staff

ADDITIONAL
PRIVILEGES

Dr. Sierra Bourne brought attention to the additional privilege:

1. Christopher Rowan, MD (Cardiology) – request for privileges to perform loop recorder insertions.

CARDIOLOGY PRIVILEGE
FORM UPDATE

Dr. Sierra Bourne presented the updated form:

1. Addition of Invasive Cardiology Privilege Cluster

Motion by: Jean Turner to approve agenda items b., c., and d. under the Chief of Staff report as presented.

Seconded by: Mary Mae Kilpatrick

Passed 4-0 vote

MEDICAL EXECUTIVE
COMMITTEE REPORT

Dr. Sierra Bourne provided the Medical Executive Committee meeting report.

Discussion ensued.

CONSENT AGENDA

Chair Best- Baker called attention to the consent agenda that contained the following items.

- *January 17, 2024 Regular Board Meeting Minutes*
- *January 31, 2024 Special Board Meeting Minutes*
- *COO/CNO Report*
- *Annual Compliance Report*
- *Department Reports*
- *CEO Credit Card Statements*
- *Approval of Policies and Procedures:*
 - *Workforce Social Media*
 - *340B Hospital / Outpatient Clinic Administered Drugs Policy and Procedure*
 - *Medical Staff Department Policy – Anesthesia*
 - *Billing and Collections*
 - *Teleconference Recordings, Retention and Destruction of Board Meetings*

Discussion ensued.

Motion by: Jean Turner

Seconded by: Ted Gardner

Passed 4-0 vote

GENERAL INFORMATION
FROM BOARD MEMBERS

Chair Best-Baker called for information from Board Members.

Discussion ensued.

ADJOURNMENT

Adjournment at 06:59 p.m.



Melissa Best-Baker, Northern Inyo Healthcare
District, Chair

Attest:



Ted Gardner, Northern Inyo Healthcare District,
Secretary