

- CALL TO ORDER                      The meeting was called to order at 5:30 p.m. by John Ungersma, M.D., Vice President.
- PRESENT                                John Ungersma, M.D., Vice President  
M.C. Hubbard, Secretary  
Denise Hayden, Treasurer  
D. Scott Clark, M.D., Director
- ALSO PRESENT                      John Halfen, Administrator  
Helena Black, M.D. Chief of Staff  
Douglas Buchanan District Legal Counsel  
Sandy Blumberg, Administration Secretary
- ABSENT                                 Peter Watercott, President
- ALSO PRESENT FOR  
RELEVANT PORTION(S)             Dianne Shirley, R.N., Performance Improvement Coordinator
- PUBLIC COMMENTS  
ON AGENDA                          Doctor Ungersma asked if any members of the public wished to address the Board on any items listed on the agenda for this meeting. Mrs. Mary Franke was present to thank the Board for their kindness following the passing of her husband, Lou Franke, who attended Board meetings for years and showed a unique interest in the Northern Inyo County Local Hospital District. Mrs. Franke also voiced her support of the possible hiring of Physical Therapist Chris Matteson, who she feels would be a tremendous asset to the hospital and great addition to the Northern Inyo Hospital (NIH) staff. Mr. Rex Allen was also present to voice his support of the possible hiring of Mr. Matteson.
- Asao Kamei, M.D. was present to introduce James Englesby, M.D., a new internist working in the Kamei and Hathaway office. Dr. Englesby is now accepting new patients and is expected to be a tremendous help to the internal medicine practice. Dr. Kamei also expressed his wish that the hospital keep a Physical Therapy office open in the Pioneer Medical Associates building for the convenience of patients who are seen there.
- MINUTES                                The minutes of the October 20 2010 regular meeting were approved.
- FINANCIAL AND  
STATISTICAL REPORTS             Mr. Halfen called attention to the financial and statistical reports for the month of September 2010. He noted the statement of operations shows a bottom line excess of expenses over revenues of \$2,772. Mr. Halfen additionally called attention to the following:
- *Inpatient and outpatient service revenue were both under budget*
  - *Total expenses were under budget*
  - *Salaries and wages expense was under budget, and employee benefits expense was over budget*

- *Professional Fees Expense was over budget*
- *The Balance Sheet showed no significant change*
- *Total net assets have increased during the fiscal year*
- *Year-to-date net income totals \$1,070,953*

Mr. Halfen noted that all patient service revenue was down for the month and total net assets declined slightly due to the fact that some cash equivalents have become a depreciable asset with the construction of the new hospital building. Following review of the information provided it was moved by M.C. Hubbard, seconded by Denise Hayden, and passed to approve the financial and statistical reports for the month of September as presented.

#### ADMINISTRATOR'S REPORT

#### BUILDING UPDATE

John Hawes with Turner Construction Company reported the building project is progressing well and framing and electric work is currently underway on both floors. The roofs are now 95% in, and plaster prep has begun. The building has been wrapped to maintain temperature control and to help ensure that work progresses on schedule during the inclement winter months. Challenges have arisen but have been successfully dealt with partially by working extra hours and weekends when necessary. Mr. Hawes also commented that the project will progress quickly enough for windows and plaster work to be underway by April.

#### SECURITY REPORTS

Mr. Halfen reported the monthly Security report shows no significant security issues.

#### DIRECT DEPOSIT

Mr. Halfen additionally reported upon further investigation into the issue management has found the hospital cannot make direct deposit of employee paychecks mandatory, and paper paychecks must be provided for employees who prefer to be paid in that manner.

#### CHIEF OF STAFF REPORT

#### REAPPOINTMENTS AND REPRIVILEGING

Chief of Staff Helena Black, M.D. reported the Medical Executive Committee recommends the reappointment to the NIH Medical Staff of the following current Medical Staff members with requested privileges, for the period not to exceed January 1, 2011 through December 31, 2012, in the Staff category noted:

- Karen G. Aderholdt, MD; Consulting Medical Staff (Radiology)
- Lara Jeanine Arndal, MD; Active Medical Staff (OB/Gyn)
- Thomas J. Boo, MD; Active Medical Staff (Family Medicine)
- Tomi L. Bortolazzo, MD; Active Medical Staff (Urology)
- Kimberly J. Burkholz, MD; Consulting Medical Staff (Tele-Radiology)
- Karen S. Caldemeyer, MD, Consulting Medical Staff (Tele-Radiology)
- Steven M. Cohen, MD; Consulting Medical Staff (Tele-Radiology)

- John Daniel Cowan, MD; Active Medical Staff (Anesthesia)
- Robbin Cromer-Tyler, MD; Active Medical Staff (General Surgery)
- Mark. C. Davis, MD; Consulting Medical Staff (Tele-Radiology)
- Charlotte C. Helvie, MD; Active Medical Staff (Pediatrics)
- Charles S. Henry, MD; Consulting Medical Staff (Tele-Radiology)
- Heidi K. Henry, MD; Consulting Medical Staff (Tele-Radiology)
- Susan A. Klein, MD; Consulting Medical Staff (Tele-Radiology)
- Kevin M. McDonnell, MD; Consulting Medical Staff (Tele-Radiology)
- Leslie S. Miller, MD; Consulting Medical Staff (Tele-Radiology)
- Raymond Montecalvo, MD; Consulting Medical Staff (Tele-Radiology)
- Mark H. Paul, MD; Consulting Medical Staff (Tele-Radiology)
- Shailendri E. Philip, M.D.; Consulting Medical Staff (Tele-Radiology)
- Bruce I Reiner, M.D.; Consulting Medical Staff (Tele-Radiology)
- Mark. K. Robinson, MD; Active Medical Staff (Orthopaedics)
- Ronald S. Sonken, M.D.; Consulting Medical Staff (Tele-Radiology)
- Stuart Souders, MD; Consulting Medical Staff (Radiology)
- Mark T. Takaki, MD; Consulting Medical Staff (Tele-Radiology)
- Maria Toczek, M.D.; Consulting Medical Staff (Neurology)
- Richard L. Toothman, MD; Consulting Medical Staff (Tele-Radiology)
- Jennie G. Walker, M.D.; Active Medical Staff (Emergency Medicine)
- Edric B. Willes, MD; Consulting Medical Staff (Tele-Radiology)
- William L. Zinn, MD; Consulting Medical Staff (Tele-Radiology)
- Jeffrey G. Zorn, MD; Consulting Medical Staff (Tele-Radiology)

It was moved by D. Scott Clark, MD, seconded by Ms. Hubbard, and passed to approve the list of Medical Staff privileges as recommended by the Medical Staff Executive Committee.

**POLICY & PROCEDURE APPROVALS**

Doctor Black also reported following careful review and consideration the Medical Executive Committee recommends approval of the following hospital wide policies and procedures:

1. *Erythropoietin Stimulating Agents (Procrit, Aranesp) Administration*
2. *NIH Medical Staff Peer Review Policy & Procedure*
3. *Delegation of Services Agreement*
4. *Compliance with The Joint Commission Standard MS 01.01.01*

Following review of the policies and procedures it was moved by Doctor Clark, seconded by Ms. Hayden, and passed to approve policies 1 through 3 with the fourth policy, *Compliance with The Joint Commission Standard MS 01.01.01* being deferred for approval at a future meeting.

**ADDITIONAL**

Doctor Black also reported the Medical Staff Executive Committee

PRIVILEGES & ALLIED  
HEALTH PROFESSION-  
AL PRIVILEGES

recommends granting of additional privileges to current NIH Medical Staff members Stacy Brown, MD and Keith Shonnard, MD; and renewal of privileges for Allied Health Professionals Tracy Drew, RN, FNP; Mara

Yolken, RN, FNP, and Lois Alexander, RN, FNP. The Committee also recommends granting of requested privileges to Allied Health Professional Brett Davis, PA, currently employed to provide services at the NIH Rural Health Clinic on an interim basis with review on or before June 8, 2011. It was moved by Doctor Clark, seconded by Ms. Hayden, and passed to approve the additional privileges for Doctors Brown and Shonnard; as well as the requested privileges for the Allied Health Professionals.

OLD BUSINESS

PIONEER MEDICAL  
ASSOCIATES  
PARTNERSHIP  
INTEREST PURCHASE

Mr. Halfen reported that the possible purchase of a Pioneer Medical Associates partnership interest purchase will be tabled for discussion at a future meeting, due to the fact that changes to the proposed agreement have been requested by the seller.

CONSTRUCTION  
CHANGE ORDERS

Kathy Sherry with Turner Construction Company presented the following construction change order requests for the review and consideration of the District Board:

- COR #69, Headwall changes; \$40,709
- COR #75, Code required for Janitor closet, etc.; \$24,253
- COR #79, Air Handling Unit curbs and equipment seismic work; \$25,426
- COR #84, Air Handling Unit curbs and equipment seismic work; \$25,426
- COR #88, Revisions to ED; \$23,786
- COR #89, Fire Department Connection; \$29,069
- COR#91, Revisions to HVAC ductwork; \$38,965
- COR #92, Revised Surgery layout; -\$14,641
- COR #93, Revisions to Registration; \$28,067
- COR #95, New Generator Electrical Engineering time; \$23,012
- COR #96, Casework Revisions; \$140,282

The change orders are largely a result of design changes from the original architect's plan, plus additional improvements determined to be beneficial for the new hospital building. Ms. Sherry noted the cost of these changes has already been incorporated into the financial forecast that Mr. Halfen provided for members of the Board. Following review of the proposed changes it was moved by Doctor Clark, seconded by Ms. Hayden, and passed to approve all 11 change order requests as recommended.

TURNER  
CONSTRUCTION  
DONATION TO NIH  
FOUNDATION

Rick Casa, Project Executive with Turner Construction Company informed the Board that Turner hosted a Thanksgiving barbeque for NIH employees and trade employees working on the hospital rebuild project. Turner also held a raffle to benefit the NIH Foundation, which raised

\$1,700 for that organization. NIH Foundation President Maggie Egan thanked Mr. Casa for Turner's support of the efforts and mission of the NIH Foundation.

**EKG CONTRACT  
RENEWALS**

Mr. Halfen called attention to renewal agreements for the Electrocardiographic Department (EKG) services of Vasuki Sittampalam, M.D.; James Richardson M.D.; and Nickoline Hathaway, M.D. The proposed agreements constitute an extension of the existing EKG agreements for each physician with no changes being made except to the term. It was moved by Ms. Hayden, seconded by Doctor Clark, and passed to approve the EKG services agreements for all three doctors as requested.

**PAYROLL POLICIES**

Mr. Halfen addressed the subject of changing the hospital employee pay date from every other Thursday to every other Friday. The original reason for the Thursday pay date involved an effort to accommodate employees with a variety of different shift schedules. Due to the implementation of automated payment options, this practice is no longer required and for a variety of reasons a Friday pay recurrence would be better business for the hospital. Following brief discussion it was moved by Ms. Hubbard, seconded by Doctor Clark, and passed to approve a change to a Friday pay recurrence, with Ms. Hayden abstaining from the vote. Mr. Halfen additionally noted that while direct deposit cannot be made mandatory for hospital employees, incentives may be offered to employees who choose to change to this form of pay.

**HEMATOLOGY  
ANALYZER PURCHASE**

Laboratory Manager Leon Freis called attention to a request to purchase a new Hematology Analyzer for the Lab. Mr. Freis stated the current machine has required maintenance 109 times between 11/14/08 and 11/14/10; and a crisis point has been reached where the current machine must be replaced immediately. The five-year cost for the new equipment is estimated to be \$69,302. It was moved by Doctor Clark, seconded by Ms. Hubbard, and passed to approve the purchase of the new hematology analyzer equipment as requested.

**FINAL MCKESSON  
CONTRACT**

Mr. Halfen reported discussion of the McKesson contract for the hospital's new Hospital Information System (HIS) is not necessary, due to the fact that it does not appear that any substantive changes need to be made to the agreement at this time.

**BOARD OFFICER  
ANNUAL ELECTIONS**

Doctor Ungersma informed the Board that new District Board officers are due to be elected for the 2011 calendar year. It was suggested that the current slate of officers be continued during the upcoming year, and Doctor Ungersma informed the Board he has spoken to Board President Peter Watcott who will consent to maintaining the current slate if that is the wish of the other members of the Board. Current Board officers are as follows: President, Peter Watcott; Vice President, John Ungersma,

M.D.; Secretary, M.C. Hubbard; Treasurer, Denise Hayden, and Member at Large, D. Scott Clark, M.D.. It was moved by Ms. Hubbard, seconded by Doctor Clark, and passed to approve continuing with the present slate of Board Officers for the 2011 calendar year.

PENRAD  
MAMMOGRAPHY  
SOFTWARE

Radiology Director Patty Dickson called attention to a proposal to purchase PenRad Mammography System Software to inform patients of mammography test results in a timely and efficient manner. The hospital's current process lacks efficiency and is a potential liability, and the PenRad system would provide considerably improved services and save a significant of money on transcription fees. Following review of the information provided it was moved by Doctor Clark, seconded by Ms. Hayden, and passed to approve the purchase of the PenRad Mammography System Software as requested.

BOARD MEMBER  
REPORTS

Doctor Ungersma asked if any members of the Board of Directors wished to report on any items of interest. He then mentioned he received information from the Association of California Healthcare Districts (ACHD) regarding new duties and responsibilities of elected officials, and that this subject should be placed on the agenda for the regular January meeting of the District Board. No other reports were heard.

OPPORTUNITY FOR  
PUBLIC COMMENT

In keeping with the Brown Act, Doctor Ungersma again asked if any members of the public wished to comment on any items listed on the agenda for this meeting, or on any items of interest. James Englesby MD who had been introduced earlier in this meeting commented he is happy to be practicing medicine in this area, and he looks forward to helping the Kamei and Hathaway internal medicine practice as much as possible.

CLOSED SESSION

At 6:58 p.m. Doctor Ungersma announced the meeting was being adjourned to closed session to allow the Board of Directors to:

- A. Hear reports on the hospital quality assurance activities, and hear a report from the Medical Staff Executive Committee (Section 32155 of the Health and Safety Code, and Government Code Section 54962).
- B. Confer with legal counsel regarding action filed by John Nesson M.D. against Northern Inyo County Local Hospital District and other Defendants (Government Code Section 54956.9(a)).
- C. Confer with legal counsel regarding action filed by Stephen Johnson and Elizabeth Monahan-Johnson against Northern Inyo County Local Hospital District and other Defendants (Government Code Section 54956.9(a)).

RETURN TO OPEN  
SESSION AND REPORT  
OF ACTION TAKEN

At 7:48 p.m. the meeting returned to open session. Doctor Ungersma asked for a motion from the Board to specifically approve the hiring of Brett Davis, P.A. to see patients at the NIH Rural Health Clinic. It was moved by Ms. Hubbard, seconded by Ms. Hayden, and passed to approve

the hiring of Brett Davis, P.A. to work at the Rural Health Clinic. Doctor Ungersma additionally reported that the Board took no reportable action.

ADJOURNMENT

The meeting was adjourned at 7:50 p.m..

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John Ungersma, M.D., Vice President

Attest:

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M.C. Hubbard, Secretary