

CALL TO ORDER	The meeting was called to order at 5:30 pm by M.C. Hubbard, President.
PRESENT	M.C. Hubbard, President Denise Hayden, Vice President John Ungersma M.D., Member at Large
ABSENT	D. Scott Clark M.D., Secretary Peter Watercott, Treasurer
ALSO PRESENT	Kevin S. Flanigan MD, MBA, Acting Chief Executive Officer Mark Robinson M.D., Chief of Staff Sandy Blumberg, Executive Assistant
PUBLIC COMMENT	Ms. Hubbard announced 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. Members of the audience will have an opportunity to address the Board on every item on the agenda, and speakers are limited to a maximum of three minutes each. The following persons spoke during public comment: <ul style="list-style-type: none">- Robert Cliforth- Dennis Niehans- Cindy Freeman
CONSENT AGENDA	Ms. Hubbard then called attention to the consent agenda for this meeting, which contained the following items: <ul style="list-style-type: none">- Approval of minutes of the August 19 2015 regular meeting- Approval of minutes of the September 14 2015 special meeting- Approval of minutes of the September 16 2015 special meeting- Financial and statistical reports for July 2015- Financial and Statistical reports for August 2015 It was moved by John Ungersma M.D., seconded by Denise Hayden, and unanimously passed to approve all five consent agenda items as presented.
CHIEF EXECUTIVE OFFICER REPORT	Kevin S. Flanigan MD, MBA, Acting Chief Executive Officer (CEO) reported the leadership transition at Northern Inyo Hospital (NIH) is going well, and the current focus of the Board of Directors, the Executive Team, and hospital staff is to concentrate on continuous improvement of health care services for the members of this community.
LEADERSHIP TRANSITION	
ICD-10 TRANSITION	Doctor Flanigan additionally reported the transition to ICD-10 coding has gone very smoothly and there has been no delay in the provision of health care services for our patients thanks to the diligence and careful planning of hospital staff.
BETA HEALTHCARE GROUP RECOGNITION	Beta Healthcare Group has recognized Northern Inyo Hospital for excellence in quality and safety of care provided to mothers and babies in

the NIH Obstetrics (OB) unit. The hospital has received a 5% reduction to its insurance premium as a result.

MAMMOGRAPHY
ACCREDITATION

NIH's Mammography accreditation has been renewed by the American College of Radiology, and during Breast Cancer Awareness month the hospital will work in collaboration with Toiyabe Indian Health Project to provide an outreach to promote women's health and breast care services available to Toiyabe patients and to the community as a whole.

LEADERSHIP
TRAINING

Doctor Flanigan additionally reported that the hospital will continue with its' leadership development program, and a second group of hospital managers will participate in the training titled *The 7 Habits of Highly Effective People* that will begin during the last week of October.

UROLOGY SERVICES

Doctor Flanigan also expressed NIH's sincere sympathy regarding the unexpected passing of urologist Tomi Bortolazzo M.D., stating that Northern Inyo Hospital is doing everything it can to help ensure continuity of care and support for Doctor Bortolazzo's patients in order to prevent them from experiencing a lapse in coverage of services. Northern Inyo Healthcare District and Southern Mono Healthcare District will work together in a collaborative effort to recruit a new urologist.

MEETING, SOUTHERN
INYO HEALTHCARE
DISTRICT

Doctor Flanigan reported he recently met with Southern Inyo Hospital (SIH) CEO Lee Baron, and will also attend a community meeting in Lone Pine to discuss future planning for SIH, and to discuss possible areas of collaboration between the two hospital facilities.

MEETING, SOUTHERN
MONO HEALTHCARE
DISTRICT

Doctor Flanigan has additionally met with Mammoth Hospital Chief Medical Officer Craig Burroughs M.D. to discuss possibilities for future collaboration between Southern Mono and Northern Inyo Healthcare Districts.

340B PROGRAM AUDIT
REPORT

Doctor Flanigan reported the hospital has conducted an internal audit of its' 340B Pharmacy program in order to ensure that we are in compliance, and in an effort to identify areas of potential improvement including policy development and improved handling of inventory.

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 approval of the following hospital wide policies and procedures:

POLICY AND
PROCEDURE
APPROVALS

1. *Patient Mobility Assessment*
2. *Standard of Care: End of Life*
3. *Bili Scan Transcutaneous Bilirubin Testing*
4. *Calibration of Equal Arm Prescription Scale (Balance Scale) Policy*
5. *Look-alike, Sound-alike Drugs*
6. *Medication Administration Labeling for Topical: Creams and Ointments*

7. *Returning of Instrument to Central Sterile Processing*
8. *Sterile Processing - P&P/Form Oversight*
9. *Antimicrobial Stewardship*

It was moved by Ms. Hayden, seconded by Doctor Ungersma, and unanimously passed to approve policies and procedures 1 through 9 as presented.

DROPLESS
FORMULATION

FORM APPROVALS

Doctor Robinson also stated the Medical Executive Committee additionally recommends approval of the following three items:

- Approval of use of Dropless Formulation
- Approval of *Confidential Peer Review* form
- Approval of *Radiology Privileges Request* form

It was moved by Ms. Hayden, seconded by Doctor Ungersma, and unanimously passed to approve the use of Dropless Formulation as recommended. It was then moved by Doctor Ungersma, seconded by Ms. Hayden, and unanimously passed to approve the Confidential Peer Review form as recommended. It was then moved by Ms. Hayden, seconded by Doctor Ungersma, and unanimously passed to approve the Radiology Privileges Request form as presented.

ADVANCEMENT OF
SUNNY SAWYER, PA-
C'S PROCTORING
PERIOD

Doctor Robinson also reported following careful review and consideration the Medical Executive Committee recommends advancement of Sunny Sawyer, PA-C's proctoring period based upon Dr. Brown's reviews of Sunny Sawyer's charts. It was moved by Doctor Ungersma, seconded by Ms. Hayden, and unanimously passed to approve advancement of Sunny Sawyer, PA-C's proctoring period as recommended.

RELEASE FROM
PROCTORSHIP OF
ARVINDER BIR, M.D.

Doctor Robinson also stated the Medical Executive Committee recommends the release from proctorship of temporary locum tenens Family Medicine physician Arvinder Bir M.D.. It was moved by Doctor Ungersma, seconded by Ms. Hayden, and unanimously passed to approve the release from proctorship of Doctor Arvinder Bir as requested.

ED TRIAGE PROTOCOL
CHECKLISTS

Doctor Robinson additionally reported following careful review, consideration, and approval by the appropriate Committees the Medical Executive Committee recommends approval of the *ED Triage Protocol Checklists*. It was moved by Doctor Ungersma, seconded by Ms, Hayden, and unanimously passed to approve the *ED Triage Protocol Checklists* as presented.

CHIEF NURSING
OFFICER REPORT

Chief Nursing Officer Kathryn Decker, RN provided a monthly nursing department report which included the following:

- Swing Bed Activities Director Pat Calloway will end her agreement with NIH effective October 31, 2015. The District sincerely appreciates Ms. Calloway's many years of dedicated service to the Hospital and its patients.
- Nursing staffing, core coverage, and current RN recruitment efforts were also reviewed

- Recent nursing position changes were also reported
- Congratulations went out to Nel Hecht RN, Manager of Infection Control and Employee Health who recently passed her CIC Infection Control Certification exam.

CHIEF PERFORMANCE
EXCELLENCE OFFICER
REPORT

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

- Infection control numbers at NIH are four times lower than the national average
- Several of the departments' current projects are aimed at improving clinical documentation, which may also result in an increase of revenue for the hospital
- A comprehensive wound care standardization project is in progress
- The hospital is turning its attention to the issue of workplace violence in light of upcoming changes to OSHA standards and in response to a national upward trend in workplace violence incidents. NIH is in the process of conducting a facility assessment and determining those areas which may be considered to be high risk at NIH.

OLD BUSINESS

NIH FOUNDATION
BOARD MEMBER
APPROVAL

NIH Foundation Executive Director Greg Bissonette requested approval of Mr. Ken Partridge to serve as a member of the NIH Foundation Board of Directors. It was moved by Dr. Ungersma, seconded by Ms. Hayden, and unanimously passed to approve the appointment of Mr. Ken Partridge to the NIH Foundation Board as requested.

EMERGENCY
DEPARTMENT
CONTRACT RENEWAL
UPDATE

Doctor Flanigan reported he has participated in an initial meeting with the hospital's current Emergency Department physician group regarding their upcoming contract renewal. The individual who is appointed to be Interim CEO by the District Board will be empowered to move forward and continue with those contract negotiations.

NEW BUSINESS

RATIFICATION OF RHC
PHYSICIAN STAFF
AGREEMENT WITH
STACEY BROWN MD

Doctor Flanigan requested ratification of an extension of the *Rural Health Clinic (RHC) Physician Staff Agreement* with Stacey Brown M.D. through December 31, 2015. It was moved by Doctor Ungersma, seconded by Ms. Hayden, and unanimously passed to ratify the extension of Doctor Stacey Brown's *RHC Physician Staff Agreement* as requested.

AUTHORIZATION TO
BIND SHIP GRANT

NIH Foundation Executive Director Greg Bissonette called attention to a document required by the California Department of Healthcare Services Primary, Rural, and Indian Health Care Division to bind the Small Rural Hospital Improvement Program (SHIP) grant on behalf of Northern Inyo Healthcare District. It was moved by Ms. Hayden, seconded by Doctor Ungersma, and unanimously passed to authorize the binding of the SHIP grant as requested.

PHI BREACH REPORT

Chief Compliance Officer Kelli Huntsinger called attention to a report on *NIH Breaches of Protected Health Information (PHI)* for the years 2011

through 2014. The report identified 82 privacy-related breaches, most of which were faxing incidents and misdirected mailings, with a smaller percentage of incidents relating to unlawful access and disclosure. Ms. Huntsinger stated that moving forward PHI Breach reports will be provided on an annual basis.

BOARD MEMBER
REPORTS

Ms. Hubbard asked if any members of the District Board of Directors wished to comment on any items of interest. Doctor Ungersma reported the Association of California Healthcare Districts (ACHD) annual conference will be held in January 2016, and he encouraged as many Board members as possible to attend.

ADJOURNMENT TO
CLOSED SESSION

At 6:30 pm Ms. Hubbard announced the meeting would adjourn to closed session to allow the Board of Directors to:

- 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. Confer with Legal Counsel regarding pending and threatened litigation, existing litigation and significant exposure to litigation (*Government Code Section 54956.9*).
- C. Confer regarding action filed against Northern Inyo Healthcare District and other Defendants (*Government Code Section 54956.9(a)*).
- D. CEO Employment/Recruitment (*Government Code Section 54957*).

RETURN TO OPEN
SESSION AND REPORT
OF ACTION TAKEN

At 7:25 pm the meeting returned to open session. Ms. Hubbard reported that the Board took no reportable action.

CEO EMPLOYMENT/
RECRUITMENT

It was then moved by Doctor Ungersma, seconded by Denise Hayden, and unanimously passed to appoint Kevin S. Flanigan MD, MBA to be Interim Chief Executive Officer of Northern Inyo Hospital, and to authorize District Legal Counsel to prepare the appropriate documents.

DETERMINATION OF
DATES FOR
NOVEMBER AND
DECEMBER REGULAR
MEETINGS

Ms. Hubbard then called attention to determination of the dates for the November and December regular meetings of the District Board. It was moved by Ms. Hayden, seconded by Doctor Ungersma, and unanimously passed to designate the dates of November 18 2015 and December 16 2015 for the next two regular meetings.

ADJOURNMENT

The meeting was adjourned at 7:34 pm.

M.C. Hubbard, President

Attest: Denise Hayden, Vice President