

July 17 2019 Regular Meeting

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AGENDA

NORTHERN INYO HEALTHCARE DISTRICT BOARD OF DIRECTORS REGULAR MEETING

**July 17, 2019 at 5:30 p.m.
2957 Birch Street, Bishop, CA**

1. Call to Order (at 5:30 pm).
2. 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. Speakers are limited to a maximum of three minutes each.*).
3. Strategic Plan update, Finance and Market Share Committee report (*information item*).
4. New Business (*action items*):
 - A. Board Officer election for remainder of 2019 calendar year
 - B. Outpatient Infusion Use of Pastoral Room during Pharmacy construction
 - C. District-wide Quality Assurance and Performance Improvement (QAPI) Plan
5. Reports (*information items*):
 - A. Chief Executive Officer Report
 - B. Chief Operating Officer Report
 - C. Chief Nursing Officer Report
 - D. Pediatric Readiness Assessment results
 - E. Chief Financial Officer Report
 - F. NIHD Defined Benefit Plan funding report
 - G. Quarterly Medical Staff Services Pillars of Excellence Report
 - H. Eastern Sierra Emergency Physicians Quarterly Report
6. Chief of Staff Report, William Timbers, MD:
 - A. Vice Chief of Staff for 2019-2020 Medical Staff year (*action item*).
 - B. Approval of *Crash Cart and Defibrillator Check Policy and Procedure* (*action item*).
 - C. Medical Staff Appointments (*action items*):
 1. James Fair III, MD (*emergency medicine*) – Provisional Active Staff
 2. Anna Rudolphi, MD (*emergency medicine*) – Provisional Active Staff
 - D. Temporary Privileges for 120 days (*action items*):
 1. Shiva Shabnam, MD (*internal medicine*) – Locums/Temporary Staff

2. Sumon Syed, MD (*internal medicine*) – Locums/Temporary Staff
- E. Reappointment to new Staff category (*action item*):
 1. Stefan Schunk, MD (*internal medicine*) – change from Locums/Temporary Staff to Provisional Active Staff. Privileges active through December 31, 2020.
- F. Extension of privileges for an additional 60 days (*action items*):
 1. Ruhong Ma, DO (*internal medicine/hospitalist*)
 2. Michael Rhodes, MD (*internal medicine/hospitalist*)
- G. Advancements (*action items*):
 1. Farres Ahmed, MD (*radiology*) – advancement from Provisional Consulting Staff to Consulting Staff
 2. Jared Kasper, MD (*radiology*) – advancement from Provisional Consulting Staff to Consulting Staff
 3. Erik Maki, MD (*radiology*) – advancement from Provisional Consulting Staff to Consulting Staff
- H. Medical Staff Resignations (*action items*):
 1. Ivan Anderson, MD (*cardiology*) – effective 6/1/2019
 2. Steve Dong, MD (*urology*) – effective 7/20/2019
 3. Thomas Nylk, MD (*cardiology*) – effective 6/27/2019
 4. Irin Pansawira, OD (*optometry*) – effective 6/30/2019
 5. Jacqueline Theis, OD (*optometry*) – effective 6/30/2019
 6. Cecilia Rhodus, MD (*pediatrics*) – effective 6/4/2019
- I. Physician Recruitment and Retention (*information item*).

Consent Agenda (action items)

7. Approval of minutes of the June 19 2019 regular meeting
8. Reports from Board members (*information items*).
9. Adjournment to closed session to/for:
 - A. Discuss trade secrets, new programs and services (estimated public session date for discussion yet to be determined) (*Health and Safety Code Section 32106*).
 - B. Conference with Labor Negotiators; Agency Designated Representative: Irma Moisa;

Employee Organization: AFSCME Council 57 (*pursuant to Government Code Section 54957.6*).

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

D. Conduct Public employee performance evaluation, Chief Executive Officer (*pursuant to Government Code Section 54957*).

10. Return to open session and report of any action taken in closed session.

11. 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.

CEO Report

July 17, 2019

As another fiscal year comes to a close there are several areas I would like to highlight for the Board that have occurred over the past two months.

1. First a reminder that you are all welcome to join the staff in celebration at our Annual Employee Picnic. This year it will be moved to the Bishop City Park and Pool. While we are all familiar with the event and the fun that is had by staff and their family I would like to turn attention to the background work that goes into this event. In years past a lion's share of the planning work has fallen upon a few select people who were either charged with this as one of his/her responsibilities or volunteered to help out. This year the Special Events Committee has had full ownership and done a tremendous amount of work in transitioning from our traditional event and location to a new level of experience.
2. As regards the District facility, after years of discussion, planning and then redirection of funds, the District has finally begun the process of parking lot maintenance. Several large sections of the parking lot have been repaired while others have been refinished including in front of the hospital, around the ED area and the PMA parking lot (done in partnership with PMA ownership).
3. Human Resources continues its transition to a more electronic based service to the staff. This includes access to employee payroll information, benefits management and soon storage of employee files. Typically this is a process years in the making with staff changes post transition. To the credit of the HR team this occurred after a staffing model change and during a high stress time when focus and energy were demanded elsewhere.
4. Healthcare Access- our Telehealth program is now stable although not as large in number of specialties as we had hoped. The Adventist program is functioning with Cardiology, endocrinology, Rheumatology & Infectious Disease. Establishment of the Renown Cardiology is being led by Dr. Hathaway with a goal of this past March but with delays obviously. Finally, it looks as if in August we will have a finalized contract with a Urology service to provide 4-5days a month of onsite coverage and surgical care.

Submitted July 17, 2019

Kevin S. Flanigan, MD MBA

NIHD Board of Director's Monthly Meeting

Chief Operating Officer Report

July 17, 2019

While all areas continue to focus on day-to-day workflow and workforce needs, Athena & related system navigation, specialized department projects and budget preparation, additional highlights for June included:

NIHD Regulatory Oversight

The Lab Joint Commission survey took place April 23 – 26th; NIHD received 9 findings requiring corrective action to be complete/submitted by July 1, 2019. The corrective action plan was submitted on June 27th.

CDPH Diagnostic Imaging Survey took place on June 17th and June 19th (split survey dates). There were zero findings in this survey and is considered to be a perfect survey! Recognition to the entire DI team and to Patty Dickson who provided key survey preparation details is emphasized.

Points of Interest:

Community Workplace Safety Taskforce Meeting – Next meeting is July 25th – Partnering between NIHD, Toiyabe Indian Health and Tribal Resources, Wild Iris, Inyo County Office of Education, Inyo County HHS, City of Bishop Chief of Police, Bishop Care Center, Dwayne's, Chamber of Commerce, Sterling Heights and Bishop School District. June focus was on graphic design development and selection of the "Safe Town" logo for signage to provide consistent messaging when the sign is present:

1. Participates in the Community Workplace Safety Taskforce; community safety collaboration of Eastern Sierra partners;
2. The safety & wellbeing of anyone who enters the business (staff, patients, students, visitors etc) is a top priority

Graphic design choices have now been narrowed down to one logo and the designer is working on the color scheme options. More to come.

Elder Abuse Health & Resource Fair – June was Elder and Dependent Adult Abuse Awareness Month. Therapists from our Rehab Services team and our Registered Dietician team (Denice Hynd and Lindsey Hughes) participated in the Elder Abuse Awareness Health & Resource Fair in Bishop on June 15th.

Toiyabe Health Fair – NIHD Registered Dieticians, Denice Hynd and Lindsey Hughes, and Rehab Services, Raychel Hosch and Steven Messmore, participated in the June 29th community health fair. Both teams promoted health and wellness through activity and healthy food choices including a demonstration on "how much sugar is in your drink?". Additional NIHD staff

NIHD Board of Director’s Monthly Meeting

Chief Operating Officer Report

July 17, 2019

supported the event through attendance and participation in the many booths depicting varying forms of health related topics and services provided in our Eastern Sierra community.

Safety –

The Safety Huddle meets Monday through Friday (except on holidays) at 8:00am. This group of leaders and designees report on departmental volumes for the day, organizational safety concerns that have occurred within the last 24 hours, are currently happening and/or are anticipated to occur within the next 24 hours and local/state/national happenings that the District should be aware of. In the month of June, there were 38 safety related concerns, ideas or events that were reported and worked through the Safety Huddle. These ranged from violent behavior risks, fall risks, unlocked doors, signage issues, parking & speeding, food recalls, system downtimes, equipment issues and so forth.

Employee Occupational Safety meets as an ad hoc of the Safety Committee with a focus of providing feedback/recommendations to Safety Committee on occupational safety efforts for NIHD workforce.

The most recent meeting inspiration included *“If you put good people in bad systems, you get bad results. You have to water the flowers you want to grow – Stephen Covey*

This group is currently working on the following agenda items:

- Video Taping of Ergonomics/Safe Patient Handling Training
- Departmental Ergonomic Assessments
- Cal-OSHA Hazard Assessments
- Musculoskeletal Injury Prevention Plan

Monthly Operations’ Team Meeting – June 18, 2019

Meeting Objectives(s): Communication, Collaboration & Education Amongst Operations’ Team Members

<i>Pillar</i>	<i>Agenda</i>	
1. People	<p>“When you show deep empathy toward others, their defensive energy goes down, and positive energy replaces it. That’s when you can get more creative in solving problems.” –<i>Stephen R. Covey</i></p> <ul style="list-style-type: none"> • Welcome • Employee Engagement • Candidate Interviews 	<p>Kelli Davis Group Discussion Information Item</p>
2. Quality	<ul style="list-style-type: none"> • Patient Experience Committee Update • “8 Ways to Improve Patient Satisfaction, Patient Experience” 	<p>Updates from Members – Group Discussion</p>

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Chief Operating Officer Report

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3. Growth	<ul style="list-style-type: none"> • Leadership – “Think Win-Win” – Habit #4: Working effectively with others to achieve optimal results 	Group Discussion
4. Finance	<ul style="list-style-type: none"> • Finance & Market Share • What Is Value Based Health Care? 	Updates from Members – Group Discussion
5. Round Table	<ul style="list-style-type: none"> • Upcoming Department Events/Changes <ul style="list-style-type: none"> - Success Stories - Projects - Challenge Areas/Need for Support - Staffing – Incoming/Departing 	Group Discussion “Improving our communities, one life at a time: One Team. One Goal. Your Health.”



New Team Members –

6/3/19	Madalyn Cleland	Diagnostic Imaging Clerk
6/3/19	LaTanya Leonard	Certified Coder
6/3/19	Hannah Alston	Talent Pool
6/11/19	Jeanine McDonnell	Physical Therapist - Traveler
6/17/19	Sara Rouvinen	Radiology Tech II
6/17/19	Han “Ed” Kwon	Pharmacist

Chief Nursing Officer Board Report

July 2019

Language Services: Jose Garcia, Manager-working on implementation of scheduling program to meet live interpreter needs for Limited English Proficiency Spanish patients. Should roll out by 10/1/19.

Perioperative Services: Ann Wagoner, DON –

Surgery & Sterile Processing: Ruth Sladky, Manager - Da Vinci Xi robot is “operational”.

PACU & Outpatient Infusion: Nicole Eddy, Manager – Laser room is being moved to PACU from Infusion. Getting ready for pharmacy building project, planning for relocation of patients who require outpatient services/infusions.

ED & Inpatient Services: Allison Partridge, DON – leading two project teams: charge capture of materials via JumpStock program and point-of-care glucose monitoring project. Work continues using front-line staff members.

ED: Gina Riesche, Nurse Manager and Jenny Bates, Assistant Nurse Manager- Pediatric Readiness data provided, great improvement. Site visit from Beta Healthcare, risk reduction in pediatric care. ED Physicians have gone to 8 hour shift to promote patient care and support the department and excellence in care.

ICU & Medical Surgical: Justin Nott, Manager and Abby Don, Assistant Nurse Manager – Abby began new role as ANM as of 7/8/19. Med/Surg continues to have open positions and has been training new graduate nurses. ICU just completed training for second nurse, Brooklyn Burley. Partnership with Glendale Adventist for offsite training was utilized for 6 weeks.

OB: Shelley Samm, Nurse Manager – Continues to have quarterly drills for emergency readiness. Recently did drill on moving emergency C/sections from perinatal department to the OR.

Infection Control: Robin Christensen, Infection Preventionist – Brett Gutierrez is beginning cross training to IC under Robin Christensen. Water management plan continues with the addition of a hospital volunteer, Steve Jennings. Running water in unused areas weekly will prevent Legionella bacteria within the water system of the hospital. Sharp’s Committee meets again in July, with product and process review to decrease incidences of employee exposures to blood/body fluids via sharps injuries.

Quality/Clinical Informatics: Robin Christensen, Manager – Athena summer update preparation is in full swing. First quarter (calendar year) inpatient and outpatient quality report for CMS, Meaningful Use and Hospital Compare data is being pulled and uploaded. Last quarter quality team reported on outpatient data for the first time at NIHD.

Employee Health: Marcia Male, EH Specialist –to assure alignment with CDC guideline, review and revision of policies continues. Influenza vaccine administration planning for Fall 2019 is happening.

Submitted by,

Tracy Aspel, BSN, RN

