

- CALL TO ORDER The meeting was called to order at 5:30 pm by Mary Mae Kilpatrick, President.
- PRESENT Mary Mae Kilpatrick, President
Jean Turner, Vice President
Robert Sharp, Secretary
M.C. Hubbard, Member at Large
Allison Robinson MD, Chief of Staff
Kevin S. Flanigan MD, MBA, Chief Executive Officer
Kelli Davis MBA, Chief Operating Officer
John Tremble, Chief Financial Officer
Tracy Aspel RN, Chief Nursing Officer
- ABSENT Peter Tracy, Treasurer
- OPPORTUNITY FOR
PUBLIC COMMENT Ms. Kilpatrick announced at this time person in the audience may speak on any items not on the agenda for this meeting 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 will be limited to a maximum of three minutes each. No comments were heard.
- CHIEF OF STAFF
REPORT Chief of Staff Allison Robinson, MD reported following careful review, consideration, and approval by the appropriate Committees, the Medical Executive Committee recommends approval of the following District-wide Policies and Procedures:
- 1. *Preoperative Medication Guidelines*
 - 2. *Newborn Screening Test*
- It was moved by M.C. Hubbard, seconded by Robert Sharp, and unanimously passed to approve both Policies and Procedures as presented.
- Doctor Robinson also reported the Medical Executive Committee recommends approval of the following Annual Reviews:
- 1. *Utilization Review Plan*
 - 2. *Utilization Review Critical Indicators 2019*
 - 3. *Radiology Critical Indicators 2019*
 - 4. *MRI Safety Policies*
 - i. *Diagnostic Imaging – MRI Safety – Magnet Room*
 - ii. *Diagnostic Imaging – MRI Safety Burn/Thermal Incident Reduction*
 - iii. *Diagnostic Imaging – MRI Safety, Ear Protection*
 - 5. *Radiation Safety Policies*
 - i. *Diagnostic Imaging – Handling of Radioactive Packages, Non-nuclear medicine personnel*
 - ii. *Diagnostic Imaging – Radioactive Material Hot Lab Security*

- iii. *Diagnostic Imaging – Radioactive Materials Delivery After-hours*
- iv. *Diagnostic Imaging – Radioactive Waste Storage and Disposal*
- v. *Diagnostic Imaging – Disposal of Radioactive Sharps*
- vi. *Diagnostic Imaging – Nuclear Medicine New Employee/Annual Orientation*
- vii. *Diagnostic Imaging – Radioactive Material Spills*
- viii. *ALARA Program*
- ix. *Diagnostic Imaging – C-Arm (Fluoroscope) Radiation Safety*

It was moved by Jean Turner, seconded by Ms. Hubbard, and unanimously passed to approve all Annual Reviews as presented.

Doctor Robinson also reported following careful review, consideration, and approval by the appropriate Committees the Medical Executive Committee recommends approval of the following Medical Staff appointments:

1. Anu Agarwal, MD (*Renown Cardiology*) – Telemedicine Staff
2. Abhilash Akinapelli, MD (*Renown Cardiology*) – Telemedicine Staff
3. Jack Ichino, MD (*Renown Cardiology*) – Telemedicine Staff
4. Thomas-Duythuc To, MD (*Renown Cardiology*) – Telemedicine Staff
5. Jeannie Pflum, DO (*Obstetrics and Gynecology*) – Consulting Staff

It was moved by Ms. Hubbard, seconded by Mr. Sharp, and unanimously passed to approve all five Medical Staff appointments as requested.

Doctor Robinson then reported the Medical Executive Committee recommends approval of the following Medical Staff temporary privileges:

1. Joseph BenPerlas, MD (*Internal Medicine*) – Locums/Temporary Staff
2. Bonnie Rashid, MD (*Internal Medicine*) – Locums/Temporary Staff

Doctor Robinson additionally noted that Muhammad Gill MD was listed on the agenda for this meeting for approval of temporary privileges, however that approval has been referred back to the Medical Executive Committee for further action. It was moved by Ms. Hubbard, seconded by Ms. Turner, and unanimously passed to approve the temporary privileges of Doctors BenPerlas and Rashid as requested.

Doctor Robinson also reported the Medical Executive Committee recommends approval of the following Telemedicine Privileges, Credentialing by Proxy:

As per the approved Telemedicine Physician Credentialing and Privileging Agreement and as outlined and allowed by 42CFR 482.22, the

Medical Staff has chosen to recommend the following practitioner for Telemedicine privileges relying upon Adventist Health's credentialing and privileging decisions:

- Arin Aboulian, MD (*Pulmonology*) – Glendale Adventist Telemedicine Staff

It was moved by Ms. Hubbard, seconded by Ms. Turner, and unanimously passed to approve the telemedicine privileges of Doctor Aboulian as requested.

Doctor Robinson additionally reported the Medical Executive Committee recommends approval of the following reappointment to a new Staff category:

1. Taema Weiss, MD (*Family Medicine*) – recommended Staff category change from Active Staff to Consulting Staff without clinical privileges

It was moved by Ms. Hubbard, seconded by Mr. Sharp, and unanimously passed to approve the reappointment of Taema Weiss, MD to a new Staff category as requested.

Doctor Robinson also reported that John Adam Hawkins, DO (*Emergency Medicine*) has satisfactorily completed his introductory focused professional practice evaluations and has been recommended to advance from Provisional Staff to Active Staff. It was moved by Ms. Turner, seconded by Mr. Sharp and unanimously passed to approve the Medical Staff advancement of John Adam Hawkins, DO as requested.

Doctor Robinson additionally stated the Medical Executive Committee recommends acceptance of the Medical Staff resignation of Sandra Althaus, MD (*Radiology*) effective 1/14/19. It was moved by Ms. Hubbard, seconded by Ms. Turner, and unanimously passed to accept the resignation of Sandra Althaus, MD as requested.

Doctor Robinson also stated the Medical Executive Committee requests approval of the following updated Core Privilege Forms:

1. *Family Medicine*
2. *Obstetrics and Gynecology*

It was moved by Mr. Sharp, seconded by Ms. Turner and unanimously passed to approve both Core Privilege Forms as requested.

NEW BUSINESS

STRATEGIC PLAN UPDATE, FINANCE AND MARKET SHARE COMMITTEE REPORT

Northern Inyo Healthcare District (NIHD) Information Technology Director Robin Cassidy provided a quarterly report from the Finance and Market Share Committee established for the purpose of accomplishing the Finance and Market Share-related goals of the District's Strategic Plan. Ms. Cassidy's report included the following:

- Review of the Committee's Finance initiatives and next steps
- Review of Market Share Initiatives and next steps
- Expense reduction efforts and revenue enhancement ideas received

from NIHD leaders

- Plans for conducting a community-wide health needs assessment
- A report on the efforts of a Market Share sub-committee, including marketing initiatives and recommendations

**APPROVAL OF NIHD
FOUNDATION BOARD
MEMBERS**

Chief Executive Officer (CEO) Kevin S. Flanigan MD, MBA called attention to approval of the nomination of two new NIHD Foundation Board members, Ms. Tawny Thomson and Ms. Corrina Korpi. It was moved by Ms. Hubbard, seconded by Mr. Sharp, and unanimously passed to appoint both NIHD Foundation Board members as requested.

**CHIEF OPERATING
OFFICER REPORT**

Chief Operating Officer (COO) Kelli Davis provided a bi-monthly operations departments report which included the following:

- Departmental updates for Diagnostic Services; Rehabilitation Services; Environmental Services; Laundry; Dietary; Health Information Management; and Pharmacy
- Report on NIHD Safety initiatives and efforts, and an update on the NIHD Safety Coach program
- Ongoing District Survey readiness efforts and activities, including preparations for an upcoming Laboratory Re-Accreditation survey
- Continuing development of the NIHD employee talent pool
- Review of upcoming events and trainings including a diabetic self-management workshop
- Development of a Community Healthcare Provider Roundtable, to include NIHD; Toiyabe; Bishop Care Center; Sterling Heights; Inyo County; and independent healthcare providers

Ms. Davis additionally introduced NIHD's incoming Pharmacy Director, Mr. Frank Laiacona.

**JOINT COMMISSION
ACCREDITATION
REPORT**

Doctor Flanigan presented the final Accreditation Report for the Districts' February 2019 full Joint Commission survey, which included:

- Joint Commission criteria for assessing level of risk of deficiencies identified
- Review of RFI's (Requests for Improvements) noted, including the severity of the findings noted
- Review of the District's plan of correction and response, as well as response submission due dates

Doctor Flanigan noted the majority of the Joint Commission findings were classified as low-risk, with only a few moderate-risk items. No high risk or emergency findings were identified. He additionally stated that the surveyors were extremely complimentary of District staff and of the level of medical services provided at NIHD.

**CHIEF NURSING
OFFICER REPORT**

Chief Nursing Officer (CNO) Tracy Aspel, RN provided a bi-monthly Chief Nursing Officer report which included the following:

- Development of a Value Analysis Team to improve inventory control and quality, and to ultimately achieve cost savings
- Announcement of presentation of the upcoming Daisy Award for

excellence in nursing on May 13, 2019

- Report of implementation of Broselow Carts for pediatric resuscitation
- Perinatal team update, including a report on new equipment and an overview of the STABLE program
- An Emergency Department update and review of District disaster planning
- Updates on Employee Health; District Education, Perioperative, and Language Services departments

CHIEF EXECUTIVE OFFICER REPORT

Doctor Flanigan provided a bi-monthly Chief Executive Officer report which included a notation that the District's operation of the Joseph House has been a great success, and it has allowed the District to reduce its number of rental properties and hotel room reservations made for incoming staff and practitioners.

COMMUNITY HEALTH NEEDS ASSESSMENT UPDATE

Doctor Flanigan additionally provided an in-depth 2018 Outmigration Assessment report from Wipfli CPA's and Consultants, in preparation for the upcoming comprehensive Community Health Needs Assessment to be conducted in cooperation with the County of Inyo; Toiyabe Indian Health Project; Southern Inyo Hospital; social support agencies; and other community organizations. The Community Health Needs Assessment will look at factors including:

- Demographic trends
- Market analysis
- Physician and Behavioral Health demands
- Home Health and Durable Medical Equipment (DME) needs
- Community Health Indicators

PIONEER HOME HEALTH ANNUAL BUDGET

Doctor Flanigan then called attention to approval of the Pioneer Home Health annual budget for 2019, which shows a projected loss for the year of \$27,174.94. Following review of the information provided it was moved by Ms. Hubbard, seconded by Ms. Turner, and passed to approve the 2019 projected budget for Pioneer Home Health, with Director Kilpatrick abstaining from the vote.

STRATEGIC AND FISCAL STRATEGY REVIEW

Doctor Flanigan also provided a Strategy Review for 2019, which recapped the District's current Strategic Plan efforts regarding the Patient Experience; Workforce Experience; Quality measures; and Finance and Market Share initiatives. In preparation for an upcoming Strategic Planning Session, he provided an overview of work accomplished to date including where the District is now, where it will go in the future, and how leadership intends to get it there. The following factors were also discussed:

- The shift in reimbursement for health care services based on quality as opposed to volume
- The importance of partnerships with local and regional organizations going forward

- A focus on expansion of outpatient services (including Behavioral Health)
- Expanding access to patient care

CHIEF FINANCIAL OFFICER REPORT

Chief Financial Officer (CFO) John Tremble provided a bi-monthly finance report which included:

- Note of continuing challenges experienced by the Finance department regarding meeting reporting requirements following implementation of the Athena system and other new computer programs
- Review of billed charges for the months October 2018 through February 2019
- The lack of the ability of Athena to have claims accepted by Medi-Cal and Managed Medi-Cal for certain types of services is a major concern

DISTRICT BOARD RESOLUTION 19-03

Mr. Tremble also called attention to approval of District Board Resolution 19-03 which designates the following officers (or their successors in office) as being authorized to deposit and withdraw monies on behalf of the District: CEO Kevin S. Flanigan, MD, MBA; COO Kelli Davis, MBA; CNO Tracy Aspel, RN; and CFO John Tremble. It was moved by Ms. Turner, seconded by Ms. Hubbard, and unanimously passed to approve District Board Resolution 19-03 as presented.

DISCUSSION OF DATES FOR STRATEGIC PLANNING SESSION

Discussion took place on potential dates for the District's upcoming Strategic Planning Session. At the conclusion of discussion, no definitive date was chosen, however it was noted that scheduling the session on a Saturday is preferable in order to allow District physicians and health care providers to attend.

DISCUSSION OF LEGAL RFP PROCESS

Brief discussion on the topic of developing a Request For Proposal (RFP) for District legal services took place. Two Board members will be designated as participants on a Committee formed to address this matter, and the Board members tentatively suggested were Directors Peter Tracy and Robert Sharp.

OLD BUSINESS

CHIEF OF STAFF JOB DESCRIPTION AND STIPEND CHANGE APPROVAL

Chief of Staff Allison Robinson MD opened discussion on a previously proposed expansion of the District's Chief of Staff role, as presented by the NIHD Medical Executive Committee. The proposal allows for the Chief of Staff to assume additional leadership and administrative duties for an increased stipend amount of \$45,000 annually, due to the Chief of Staff having to reduce their practice hours in order to fulfill the duties of the role. It was noted that the Chief of Staff will continue to be a position that is elected by the general Medical Staff membership as a whole. Following an in-depth discussion of this matter it was moved by Mr. Sharp, seconded by Ms. Turner, and unanimously passed to approve the

concept of an expanded Chief of Staff role and increased stipend, with the stipulation that the job description will be re-written by the Medical Executive Committee in cooperation with the Chief Executive Officer. It was noted that a change will be made to strike a specification that the Medical Staff Office will now report to the Chief of Staff rather than to the NIHD CEO.

CHIEF PHYSICIAN
QUALITY OFFICER
PROPOSAL

Doctor Robinson also called attention to a Medical Staff proposal to establish a Chief Physician Quality Officer position, which will oversee quality-related matters for the District and the NIHD Medical Staff. Following an in-depth discussion of this agenda item a decision on the topic was tabled to a future meeting of the District Board, until such time as the Medical Staff can re-write some of the language included in the job description, and until it can be vetted by NIHD leadership and District legal counsel.

ATHENA
IMPLEMENTATION
UPDATE

Director of Information Technology Services Robin Cassidy provided an update on the Athena Health computer conversion, stating the project is now complete and District staff continues to work on addressing system shortcomings and creating workflows to improve the performance of the product. Many challenges remain in regard to perfecting operation of the systems that have been implemented, and District physicians and staff should be commended for their perseverance and dedication to making the project a success.

CONSENT AGENDA

Ms. Kilpatrick called attention to the Consent Agenda for this meeting which contained the following items:

- Approval of minutes of the January 28 2019 special meeting
- Approval of minutes of the February 20 2019 regular meeting
- Policy and Procedure annual approvals
- Acceptance of Pioneer Home Health Designation of Affiliated Covered Entity

It was moved by Mr. Sharp, seconded by Ms. Hubbard, and unanimously passed to approve all four Consent Agenda items as presented.

BOARD MEMBER
REPORTS

Ms. Kilpatrick then asked if any members of the Board of Directors wished to report on any items of interest. Director Hubbard thanked Allison Robinson MD for her countless hours of dedication and work performed providing presentations, education, and screenings as part of Colorectal Cancer Awareness Month. No other comments were heard.

ADJOURNMENT TO
CLOSED SESSION

At 9:45 pm Ms. Kilpatrick announced the meeting would be adjourned to Closed Session to allow the Board of Directors to:

- A. Conduct a public employee performance evaluation, Chief Executive Officer (*pursuant to Government Code Section 54957*).
- B. Conference with Legal Counsel regarding anticipated litigation or significant exposure to litigation (*pursuant to Government Code Section 54956.9(b)*), 2 potential cases.

- C. Conference with Legal Counsel regarding existing litigation, Inyo County Local Agency Formation Commission and Northern Inyo Healthcare District v. Southern Mono Healthcare District (*pursuant to Government Code Section 54956.0*).
- D. Discuss trade secrets, new programs and services (estimated public session date for discussion yet to be determined) (*Health and Safety Code Section 32106*).
- E. Conference with Labor Negotiators; Agency Designated Representative: Irma Moisa; Employee Organization: AFSCME Council 57 (*pursuant to Government Code Section 54957.6*).

RETURN TO OPEN
SESSION AND REPORT
OF ACTION TAKEN

At 10:57 pm the meeting returned to Open Session. Ms. Kilpatrick announced the Board took no reportable action.

ADJOURNMENT

The meeting was adjourned at 10:57 pm.

Mary Mae Kilpatrick, President

Attest:

Robert Sharp, Secretary