

- CALL TO ORDER The meeting was called to order at 5:30 pm by Jean Turner, District Board Chair.
- PRESENT Jean Turner, Chair
Jody Veenker, Secretary
Mary Mae Kilpatrick, Treasurer
Kelli Davis MBA, Interim Chief Executive Officer and Chief Operating Officer
William Timbers MD, Interim Chief Medical Officer
Allison Partridge RN, MSN, Chief Nursing Officer
Charlotte Helvie MD, Chief of Staff
Keith Collins, General Legal Counsel, Jones and Mayer
- ABSENT Robert Sharp, Vice Chair
Topah Spoonhunter, Member-At-Large
- OPPORTUNITY FOR
PUBLIC COMMENT Ms. Turner 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 will be limited to a maximum of three minutes each. Comment regarding further discussion of the Draft (revised) Northern Inyo Healthcare District (NIHD) Medical Staff Bylaws was received from Mr. Kyle Wakamiya. No other comments were heard.
- REQUEST FOR ADD TO
AGENDA, CLOSED
SESSION ITEM Interim Chief Executive Officer Kelli Davis, MBA requested that the Board add an item to the agenda for this meeting if it is determined that an urgent need to take action exists, and due to the fact that the item came to the attention of District Administration following the posting of the Agenda for this meeting. Ms. Davis stated that the proposed agenda item is *Approval of Purchase of the Pioneer Medical Associates Partnership Interest of Doctors Nickoline Hathaway MD and Asao Kamei MD*, and the request is to place that item on the Closed Session portion of the Agenda for this meeting as follows:
- Discussion of a real estate negotiation regarding price and terms, 152 Pioneer Lane, Bishop, California, agency negotiators Kelli Davis, MBA and Pioneer Medical Associates Partners (*pursuant to Government Code Section 54956.8*).
- It was noted that following several years of discussion and negotiation a purchase agreement has been reached with Drs. Kamei and Hathaway, and that all parties involved desire to move forward without delay to finalize the transaction. It was moved by Mary Mae Kilpatrick, seconded by Jody Veenker and passed by a 3 to 0 vote to approve addition of the agenda item as stated, due to the fact that an urgent need to take action exists and because the matter came to the attention of District Administration following the posting of the Agenda for this meeting.

STRATEGIC PLANNING
DEVELOPMENT

Ms. Davis also reported that Strategic Planning sessions with David Sandberg with *Focus and Execute* have been scheduled for November 20 and 21, 2020. Pre-work necessary for those sessions is currently underway and NIHD employees and the Medical Staff have been surveyed for input in preparation for development of the District's next Strategic Plan.

SHARPS COMMITTEE
CHARTER

Chief Nursing Officer (CNO) Allison Partridge RN, MSN called attention to a proposed *Sharps Committee Charter*, the purpose of which is to continue to progress in reducing the risk of sharps injuries to NIHD healthcare workers, patients, and visitors. It was moved by Ms. Kilpatrick, seconded by Ms. Veenker, and passed by a 3 to 0 vote to approve the proposed *Sharps Committee Charter* as presented.

COMPUTER
DOWNTIME POLICY,
EMERGENCY
DEPARTMENT

Ms. Partridge also called attention to a proposed *Computer Downtime, Emergency Department Policy and Procedure*, which would provide a format for patient discharge instructions in the Emergency Department when the Computerized Discharge Instruction System and all computer systems are down. It was moved by Ms. Veenker, seconded by Ms. Kilpatrick, and passed by a 3 to 0 vote to approve the proposed *Computer Downtime Emergency Department Policy and Procedure* as presented.

NIHD AND AFSCME
MOU AND DISTRICT
BOARD RESOLUTION
20-10

Ms. Davis reported that NIHD Administration and the American Federation of State, County, and Municipal Employees (AFSCME) Technical Unit have reached an agreement to establish a Memorandum of Understanding (MOU) between the two groups. Ms. Davis and members of the Board expressed their appreciation of the hours of work and commitment on the part of both parties to reach an amicable agreement, as well as appreciation of the positive interactions, collaborative effort, and concessions made by both parties. It was moved by Ms. Veenker, seconded by Ms. Kilpatrick, and passed by a 3 to 0 vote to approve the proposed MOU between NIHD and the AFSCME Technical Unit, as well as corresponding District Board Resolution 20-10 which memorializes that Memorandum of Understanding.

LETTER OF
AGREEMENT WITH
AFSCME RNS AND
DISTRICT BOARD
RESOLUTION 20-11

Ms. Davis also called attention to a proposed *Letter of Agreement* between NIHD and AFSCME District Council 57 RN's which provides for two re-openers (in March of 2021 and August of 2021) of the MOU in order to discuss the Defined Benefit Plan and wages. It was moved by Ms. Kilpatrick, seconded by Ms. Veenker, and passed by a 3 to 0 vote to approve both the proposed *Letter of Agreement* between NIHD and AFSCME Council 57, as well as corresponding District Board Resolution 20-11 as presented. Members of the Board again expressed their appreciation of the positive attitude and concessions made on the part of both parties during negotiations.

BENEFITS BROKER
IMPLEMENTATION
TIMELINE

Financial Consultant Vinay Behl called attention to approval of an implementation timeline to appoint Verus to be NIHD's new Employee Benefits Broker, in order to realize significant cost savings for the District. Scott Kelly with Verus provided a high level overview of the proposed change which would become effective in January of 2021. It was noted that the change of Broker will not result in any change to employee benefits, but it will result in cost savings in the areas of employee pharmacy; dental; vision; and life insurance coverage costs. Mr. Behl and Mr. Kelly stated that any future changes to employee benefits will be brought to the Board of Directors for approval, and that the proposed change to Verus should result in approximately 1 million dollars of cost savings. It was moved by Ms. Veenker, seconded by Ms. Kilpatrick, and passed by a 3-0 vote to approve the change of NIHD's Benefits Broker to Verus, and to approve the corresponding Implementation Timeline as presented.

GPO CONTRACT AND
APPOINTMENT OF A
NEW GPO

Mr. Behl also called attention to a proposal to change NIHD's Group Purchasing Organization (GPO) from Intalere to Community Hospital Corporation (CHC) in order to realize significant cost savings on the District's purchased supplies. Phil Trent with CHC provided a cost savings analysis of the District's current purchasing practices, noting that an up to 23 percent savings could be realized by switching from Intalere to CHC. The proposed contract with CHC includes an opt-out option at the end of year one in the event that the District is not happy with CHC's performance. Following further discussion it was moved by Ms. Veenker, seconded by Ms. Kilpatrick, and passed by a 3 to 0 vote to approve canceling the District's GPO contract with Intalere and appointing Community Hospital Corporation (CHC) to be the District's new Group Purchasing Organization.

APPLYING FOR
FORGIVENESS OF
PAYCHECK
PROTECTION
PROGRAM LOAN

Ms. Davis informed the Board that the District is applying for forgiveness of Cares Act Paycheck Protection Program (PPP) relief monies received to help offset the financial impact of the Covid 19 pandemic. Most of the Covid-related government dollars that the District received were designated as loans, and stringent timelines exist regarding applying for loan forgiveness.

CHIEF OF STAFF
REPORT

Chief of Staff Charlotte Helvie MD reported following careful review, consideration, and approval by the appropriate Committees the Medical Executive Committee recommends approval of the following District-wide Policy and Procedure:

POLICY AND
PROCEDURE
APPROVAL

- *Pulmonary Function Testing*

It was moved by Ms. Kilpatrick, seconded by Ms. Veenker, and passed by a 3 to 0 vote to approve the *Pulmonary Function Testing* Policy and Procedure as requested.

MEDICAL STAFF
SURVEY UPDATE

Doctor Helvie additionally reported that a high level Medical Staff provider engagement survey has been conducted, and the results are

currently being compiled. It was also noted that review of the NIHD Draft (revised) Medical Staff Bylaws will be placed on the Agenda for the November District Board of Directors meeting.

CONSENT AGENDA

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

1. *Pioneer Home Health quarterly update*
2. *Approval of minutes of the September 2 2020 special meeting*
3. *Approval of minutes of the September 16 2020 regular meeting*
4. *Financial and Statistical reports as of September 30, 2020*
5. *Cerner Implementation update*
6. *Construction project update*
7. *Return on Investment (ROI) Committee update*

After receiving comment from members of the Board, Consent Agenda items 1, 4, and 7 were pulled from the Consent Agenda in order to allow for discussion. It was then moved by Ms. Veenker, seconded by Ms. Kilpatrick and passed by a 3 to 0 vote to approve Consent Agenda items 2 (*minutes of the September 2 2020 special meeting*); 3 (*minutes of the September 16 2020 regular meeting*); 5 (*Cerner Implementation update*); and 6 (*Construction project update*) as presented.

PIONEER HOME HEALTH QUARTERLY REPORT

Pioneer Home Health (PHH) Administrator Ruby Allen RN reviewed the PHH quarterly report, noting that PHH is currently able to meet its operating expenses without financial assistance from NIHD. It was moved by Ms. Veenker, seconded by Ms. Kilpatrick, and passed by a 3 to 0 vote to approve the Pioneer Home Health quarterly report as presented, with a notation being made that a high level report on PHH revenues and expenses will be included as part of the quarterly report going forward.

FINANCIAL AND STATISTICAL REPORTS AS OF SEPTEMBER 30, 2020

Vinay Behl reviewed the Financial and Statistical reports as of September 30 2020, noting that after the initial onset of the Covid 19 pandemic in March, patient volumes began to increase in the month of April then stabilized further during the months of July, August, and September. The District has seen great improvement in its gross margin, and has also seen significantly improved revenue. It was also noted that District staff is currently working on improving its revenue cycle and collections processes. Following a question and answer period it was moved by Ms. Veenker, seconded by Ms. Kilpatrick, and passed by a 3 to 0 vote to approve the Financial and Statistical reports as of September 30 2020 as presented. During discussion it was noted by District legal counsel that the Board is prohibited from allowing special access to individual members of the public during public comment, and they should refrain from allowing periods of comment extending past the 3 minute maximum time allowance. The Board may instruct staff to provide additional information to members of the public offline, if deemed appropriate.

RETURN ON INVESTMENT COMMITTEE UPDATE

Mr. Behl also provided an overview of the Return On Investment (ROI) Committee update, pointing out the ways in which the Committee has

improved the District's net margins. It was moved by Ms. Kilpatrick, seconded by Ms. Veenker, and passed by a 3 to 0 vote to approve the ROI Committee update, with a change being made to indicate that current Chief Nursing Officer Allison Partridge RN, MSN has replaced former CNO Tracy Aspel RN, BSN as a member of the ROI Committee.

NIHD COMMITTEE
UPDATES FROM
BOARD MEMBERS

Director Turner reported on her attendance at NIHD's Workforce Safety Taskforce meetings, and on the efforts of the SafeTown community collaboration. Director Kilpatrick reported on her attendance at Medical Executive Committee meetings; at CEO Team leadership meetings; and on her attendance at meetings of the NIHD Foundation Board.

BOARD MEMBER
REPORTS

Ms. Turner asked if any members of the Board of Directors wished to comment on any items of interest. Director Veenker expressed her appreciation of the District's Medication Assisted Treatment (MAT) program for treatment of substance abuse disorders, stating that she has witnessed the successful harm reduction efforts in this community firsthand, and that District staff is treating program participants with respect and helping to reducing stigmas associated with treatment of substance abuse disorders. No other reports were heard.

ADJOURNMENT TO
CLOSED SESSION

At 7:28 pm Ms. Turner announced the meeting would adjourn to Closed Session to allow the District Board of Directors to:

- A. Conference with legal counsel, existing litigation (*pursuant to Gov. Code Section 54956.9(d)(1)*). Name of case: Robin Cassidy v. Northern Inyo Healthcare District.
- B. Conference with Labor Negotiators (*pursuant to Gov. Code Section 54957.6*), Agency designated representative: Jean Turner, Chair. Unrepresented employee: Kelli Davis, Interim CEO.
- C. Discussion of a real estate negotiation regarding terms and price, 152 Pioneer Lane, Bishop, California, agency negotiators Kelli Davis, MBA; and Nickoline Hathaway MD and Asao Kamei MD (*pursuant to Gov. Code Section 54956.8*).

RETURN TO OPEN
SESSION AND REPORT
OF ACTION TAKEN

At 8:39 pm the meeting returned to Open Session. Ms. Turner reported that the Board took action to approve the purchase of the Pioneer Medical Associates partnership percentage owned by Doctors Hathaway and Kamei, for a price of \$1,017,488. No other action was reported.

ADJOURNMENT

The meeting adjourned at 8:40 pm.


Jean Turner, Chair

Attest:


Jody Veenker, Secretary