

CALL TO ORDER The meeting was called to order at 5:30 pm by Jean Turner, Chair.

PRESENT Jean Turner, Chair
 Jody Veenker, Secretary
 Mary Mae Kilpatrick, Treasurer
 Will Timbers 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, BSN, Chief Nursing Officer

ABSENT Robert Sharp, Vice Chair

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 are limited to a maximum of three minutes each. The Board is prohibited from generally discussing or taking action on items not included on the agenda. Comments were heard from:

- Dorothy and Lloyd Wilson
- Robin Cassidy, Northern Inyo Healthcare District (NIHD) Information Technology Director
- Stacey Brown, MD
- Sam Walker

STRATEGIC PLAN UPDATE, PATIENT EXPERIENCE COMMITTEE The NIHD Patient Experience Committee provided an update on the patient experience-related goals of the District's Strategic Plan. The Committee's report included the following:

- Review of projects underway relating to customer service and access to patient care
- Information on AIDET customer service training for NIHD staff, and follow-up assessment of the effectiveness of that training
- Review of results of a recent NIHD patient satisfaction survey
- Action plans for additional patient experience improvements going forward
- Plans for implementing noise-reduction improvements throughout the hospital environment

NIHD AUXILIARY REPORT NIHD Auxiliary President Judy Fratella and Treasurer Sharon Moore provided an update on activities of the NIHD Auxiliary. This year's holiday fundraising boutique raised \$34,987 for the purchase of equipment for Northern Inyo Hospital. The grand total of Auxiliary fundraising donations made to date now totals \$641,824.

WIPFLI AUDIT REPORT
FYE JUNE 30 2019

Jeff Johnson with Wipfli LLP presented NIHD's annual audit report for the fiscal year ending June 30 2019. Mr. Johnson's report included the following:

- Financial statement review and analysis
- Accounting standards updates
- Review of material weaknesses identified, including acknowledgement of difficulties with District information systems
- Notation that the Balance Sheet shows an increase in cash and cash equivalents, and an increase in capital assets
- Notation that Accounts Payable and salaries expense increased significantly during the last fiscal year
- Report that the District realized an overall net profit of approximately \$494,000 for the 2018/2019 fiscal year

It was moved by Jody Veenker, seconded by Mary Mae Kilpatrick, and unanimously passed to approve the NIHD annual audit report for the 2018/2019 fiscal year as presented by Wipfli LLP.

NORTHERN INYO
ASSOCIATES
CONVERSION TO A
PROVIDER-BASED
ENTITY

Mr. Johnson additionally provided information on the advantages of converting the Northern Inyo Associates (NIA) physician clinics to a provider-based model, in order to realize an increase in government reimbursements. The NIA clinics are currently treated like freestanding clinics, however if they are integrated into the NIHD Rural Health Clinic (RHC) the District will realize an approximate 15% increase in Medicare and MediCal reimbursements.

AD HOC COMMITTEE
REPORT AND
APPOINTMENT OF
NEW BOARD MEMBER
FOR DISTRICT ZONE 5

Director Veenker reported the Ad Hoc Committee established for the purpose of selecting a new Board representative for District Zone 5 interviewed multiple strong candidates. Following careful consideration the Committee recommends appointing Mr. Topah Spoonhunter to fill the Zone 5 Board vacancy for the remainder of the term ending in November 2022. It was moved by Ms. Veenker, seconded by Ms. Kilpatrick, and unanimously passed to appoint Mr. Topah Spoonhunter to fill the District Zone 5 Board vacancy. Mr. Spoonhunter was then sworn into office, and respectfully requested abstention from voting on action items listed on the agenda for this meeting.

CARE GRANT AWARD,
POPULATION HEALTH,
AND BEHAVIORAL
HEALTH UPDATE

NIHD Rural Health Clinic Care Coordination Manager Dan David provided an update on services provided by Care Grant funding received for the provision of Medication Assisted Treatment (MAT) of substance abuse disorders. Mr. David's report included an overview of current programs and services available at the NIHD Rural Health Clinic, stating that the program began in February of 2019 with 2 healthcare providers, and it has now grown to 14 practitioners. NIHD's MAT program includes the following:

- Recovery support groups for males and females
- A syringe services program
- Community outreach and education on substance abuse disorders
- Transportation support and support for families

- Low barrier access to services
- A Narcan distribution program (6 successful deployments to date)
- Wrap-around case management services
- Hepatitis C treatment services
- Youth education and prevention outreach
- Expansion of services including psychotherapy and Cognitive Behavioral Therapy
- Harm reduction interventions

LAIF ACCOUNT
UPDATES

Chief Financial Officer John Tremble called attention to District Board Resolution 20-01 authorizing investment of monies into the District's Local Agency Investment Fund (LAIF) money market account. It was moved by Ms. Kilpatrick, seconded by Ms. Veenker, and passed to approve District Board Resolution 20-01 as presented, with Director Spoonhunter abstaining from the vote.

REVISED WORKPLACE
VIOLENCE
PREVENTION PLAN

Chief Operating Officer Kelli Davis called attention to a revised *Workplace Violence Prevention Policy* for Northern Inyo Healthcare District. The policy provides guidelines for facilitating NIHD's commitment to providing a safe and healthful environment, and calls for zero tolerance for any act of violence or any threat of violence occurring on District property. Following review of the updated policy it was moved by Ms. Kilpatrick, seconded by Ms. Veenker, and passed to approve the revised *Workplace Violence Prevention Policy* as presented, with Director Spoonhunter abstaining from the vote.

POLICY AND
PROCEDURE:
OBTAINING BLOOD
BANK SAMPLES FROM
PATIENTS IN SURGERY

Chief Nursing Officer Tracy Aspel, RN called attention to a proposed Policy and Procedure titled *Obtaining Blood Bank Samples from Patients in Surgery*, which explains how specimens for blood bank work are collected from patients already in surgery. It was moved by Ms. Veenker, seconded by Ms. Kilpatrick, and passed to approve the Policy and Procedure titled *Obtaining Blood Bank Samples from Patients in Surgery* as presented, with Director Spoonhunter abstaining from the vote.

PHYSICIAN HOLIDAY
EVENT AND PLANNING
FOR THE FUTURE

Director Turner stated in order to ensure the continuation of event planning for District Board and Medical Staff gatherings, Directors Kilpatrick and Veenker will work together to come up with ideas for future events similar to a recently held holiday gathering.

AD HOC COMMITTEE
TO REVIEW LEGAL
SERVICES RFP
RESPONSES

Ms. Turner also stated that she and Director Robert Sharp will serve as Ad Hoc Committee members to review submissions received in response to a recently published Legal Services Request for Proposal (RFP) for NIHD.

GOVERNANCE
CONSULTANT UPDATE

Chief Executive Officer Kevin S. Flanigan, MD, MBA reported that Jim Rice with Gallagher Consulting will survey the Board of Directors to determine a foundation for where to begin regarding governance education for the District Board. Mr. Rice will seek input from all Board

REPORTS	members then determine the direction for future training on the topic of Board governance.
EASTERN SIERRA EMERGENCY PHYSICIANS REPORT	<p>Sierra Bourne, MD provided an Eastern Sierra Emergency Physicians (ESEP) quarterly report which included the following:</p> <ul style="list-style-type: none">– The ESEP group continues to have successes in the area of physician recruitment, and two new ED practitioners will come on board in the next six months– The group structure of ESEP is that of a fully democratic physician group. The group plans on continued expansion, and Adam Hawkins, DO will soon come on board as a new ESEP Assistant Director– NIHD Emergency Department physicians and hospitalist physicians are working together to develop a more sustainable and collaborative relationship between the two groups
MEDICAL STAFF SERVICES QUARTERLY REPORT	Medical Staff Support Manager Dianne Picken provided a Medical Staff Services Quarterly Pillars of Excellence report. The report revealed that the department did not meet its application processing goals for the 2nd quarter of the year, due in part to a high volume of work being processed during the quarter.
CHIEF OF STAFF REPORT	Chief of Staff William Timbers, 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:
POLICY AND PROCEDURE APPROVALS	<ol style="list-style-type: none">1. <i>Emergency Medication and Code Blue Crash Cart Policy</i>2. <i>Fiberoptic Endoscopic Evaluation of Swallowing Policy</i>3. <i>Steris Gravity - Prevacuum Sterilizer Surgery (Autoclave)</i> <p>It was moved by Ms. Veenker, seconded by Ms. Kilpatrick and passed to approve Policies and Procedures 1 through 3 as presented, with Mr. Spoonhunter abstaining from the vote.</p>
MODIFICATION TO PROVIDER APPLICATION PACKETS	Doctor Timbers also reported the Medical Executive Committee recommends modification to Medical Staff and Advanced Practice Provider application packets, to include addition of criminal background checks. It was moved by Ms. Kilpatrick, seconded by Ms. Veenker, and passed to approve modification to the Medical Staff and Advanced Practice Provider application packets to include the addition of criminal background checks, with Director Spoonhunter abstaining from the vote.
ADVANCED PRACTICE PROVIDER APPOINTMENT	Doctor Timbers also stated the Medical Executive Committee requests approval of the Advanced Practice Provider appointment of Sarah Malloy, FNP (family practice). It was moved by Ms. Veenker, seconded by Ms. Kilpatrick, and passed to approve the appointment of Sarah Malloy, FNP as requested, with Mr. Spoonhunter abstaining from the vote.

MEDICAL STAFF
REAPPOINTMENTS FOR
2020 AND 2021

Doctor Timbers additionally reported following careful review, consideration, and approval by the appropriate Committees the Medical Executive Committee recommends approval of the following Medical Staff reappointments for calendar years 2020 and 2021:

1. Daniel K. Davis, MD (*orthopedic surgery*) - Provisional Consulting Staff
2. Kevin Deitel, MD (*orthopedic surgery*) - Provisional Consulting Staff
3. Elizabeth Maslow, MD (*infectious disease*) - Telemedicine Staff

It was moved by Ms. Kilpatrick, seconded by Ms. Veenker, and passed to approve all three Medical Staff reappointments as requested, with Director Spoonhunter abstaining from the vote.

EXTENSION OF
TEMPORARY
PRIVILEGES

Doctor Timbers also reported the Medical Executive Committee recommends extension of temporary privileges for 120 days for Shiva Shabnam, MD (internal medicine) - temporary/locum tenens privileges. It was moved by Ms. Veenker, seconded by Ms. Kilpatrick, and passed to approve the extension of temporary privileges for Shiva Shabnam MD as requested, with Mr. Spoonhunter abstaining from the vote.

ADDITIONAL
PRIVILEGES

Doctor Timbers additionally requested the granting of additional privileges for Tammy O'Neill, PA-C (physician assistant) - addition of OR physician assistant protocol. It was moved by Ms. Veenker, seconded by Ms. Kilpatrick, and passed to approve the granting of additional privileges for Tammy O'Neill, PA-C as requested, with Director Spoonhunter abstaining from the vote.

MEDICAL STAFF
ADVANCEMENT

Doctor Timbers also reported the Medical Executive Committee requests approval of the Medical Staff advancement of Monika Mehrens, DO (family medicine/hospitalist) - recommendation for advancement from Provisional Active Staff to Active Staff. It was moved by Ms. Kilpatrick, seconded by Ms. Veenker, and passed to approve the Medical Staff advancement of Monika Mehrens, DO as requested, with Mr. Spoonhunter abstaining from the vote.

PEDIATRIC CORE
PRIVILEGE FORM
UPDATE

Doctor Timbers also requested approval of a *Pediatrics Core Privilege Form* update. It was moved by Ms. Veenker, seconded by Ms. Kilpatrick, and passed to approve the *Pediatrics Core Privilege Form* update as requested, with Mr. Spoonhunter abstaining from the vote.

MEDICAL STAFF
ANNUAL REVIEWS

Doctor Timbers additionally requested approval of the following Medical Staff annual reviews:

1. Critical Indicators:
 - i. *Neonatal*
 - ii. *Perinatal*
 - iii. *Pediatrics*
 - iv. *ICU*
 - v. *RHC*

vi. Medical Services

It was moved by Ms. Kilpatrick, seconded by Ms. Veenker, and passed to approve all six Critical Indicators annual reviews as requested, with Director Spoonhunter abstaining from the vote.

PHYSICIAN
RECRUITMENT
UPDATE

Doctor Timbers also reported that two new Emergency Department physicians will come on board in the next several months, and that the District is currently in discussion with two potential hospitalist candidates.

CONSENT AGENDA

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

- *Approval of minutes of the December 18 2019 regular meeting*
- *Financial and statistical reports as of November 2019*
- *Chief Executive Officer Report*
- *Chief Operating Officer Report*
- *Chief Financial Officer Report*
- *Chief Nursing Officer Report*
- *Policy and Procedure annual approvals*

It was moved by Ms. Veenker, seconded by Ms. Kilpatrick, and passed to approve all seven Consent Agenda items as presented, with Mr. Spoonhunter abstaining from the vote.

BOARD MEMBER
REPORTS

Ms. Turner asked if any members of the District Board of Directors wished to report on any items of interest. Director Veenker stated her intention to continue to attend NIHD All Clinics meetings, and Ms. Kilpatrick stated that she recently attended the District Quality Council meeting. Ms. Turner reported that Stacey Brown MD will provide a Healthy Lifestyles talk on Thursday February 23, and that NIHD Dietician Lindsey Hughes will provide a Healthy Lifestyles talk on the subject of Diabetes tomorrow night, January 16 2020.

ADJOURNMENT TO
CLOSED SESSION

At 8:09 pm Ms. Turner reported the meeting would adjourn to Closed Session to allow the Board of Directors to:

- A. Discuss a real estate negotiation regarding price, 152 Pioneer Lane, Bishop, California; Agency negotiators Kevin S. Flanigan MD, MBA, and Pioneer Medical Associates partners (*pursuant to Government Code Section 54956.8*).

RETURN TO OPEN
SESSION AND REPORT
OF ACTION TAKEN

At 8:42 pm the meeting returned to Open Session. Ms. Turner reported that the Board took no reportable action

ADJOURNMENT

The meeting was adjourned at 8:43 pm.

Jean Turner, President

Attest:

Jody Veenker, Secretary