

- 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, Treasurer
Jody Veenker, Member at Large
Stacey Brown MD, Vice Chief of Staff
Kevin S. Flanigan MD, MBA, Chief Executive Officer
Kelli Davis, MBA, Chief Operating Officer
John Tremble, Chief Financial Officer
- ABSENT:** Tracy Aspel RN, BSN, Chief Nursing Officer
- OPPORTUNITY FOR PUBLIC COMMENT** Ms. Kilpatrick stated at this time persons 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. Speakers will be limited to a maximum of three minutes each, and members of the audience will have an opportunity to address the Board on every item on the agenda. No comments were heard.
- CARDIAC CARE CONCERNS** Community resident David Young provided an informational demonstration of a self-monitoring electrocardiogram device developed to assist cardiac patients. The device collects data that helps to identify triggers of cardiac disturbances, allowing the wearer to self-treat in order to prolong their health.
- STRATEGIC PLAN UPDATE, WORKFORCE EXPERIENCE COMMITTEE** The Northern Inyo Healthcare District (NIHD) Workforce Experience Committee provided an update on progress made toward achieving the workforce experience-related goals of the District’s Strategic Plan. The Committee’s presentation included the following:
- The group’s main objectives are to address staff development and employee turnover
 - A behavioral interview process has been implemented as a step toward assisting the District in hiring the right people
 - Staff turnover statistics for 2018/2019 were compared to turnover rates for 2017/2018
 - Staff churnover rates (employee movement internally within District departments, including promotions) for the last 2 years were reviewed and compared
 - An overview of staff development strategies were reviewed including data on completion rates of assigned competencies
 - Future efforts of the group will include conducting employee stay and exit interviews, and providing “Lunch and Learn” opportunities for District staff.

NEW BUSINESS

NORTHERN INYO
HEALTH ARTICLES OF
INCORPORATION AND
NORTHERN INYO
HEALTH BYLAWS

Chief Executive Officer Kevin S. Flanigan, MD, MBA called attention to proposed Articles of Incorporation to establish a nonprofit corporation by the name of *Northern Inyo Health*. The primary purposes of the corporation are to own a supplier of durable medical equipment, and to provide other healthcare services for the benefit of District residents. The corporation would support the healthcare activities of NIHD in furtherance of charitable purposes. Doctor Flanigan also called attention by proposed bylaws for *Northern Inyo Health*, which clarify that NIHD will be the sole member of the Corporation, and that it will function as a 501 C (3) as designated by the Internal Revenue Service Code. It was moved by M.C. Hubbard, seconded by Robert Sharp, and unanimously passed to approve both the Articles of Incorporation and the Bylaws for *Northern Inyo Health* as presented, with minor edits being made to their content.

DISTRICT BOARD
RESOLUTION 19-06

Doctor Flanigan also called attention to proposed District Board Resolution 19-06, which would allow for cessation of ongoing monitoring of deficiencies identified as part of the District's 2013 Centers for Medicare and Medicaid Services (CMS) survey. The deficiencies identified in 2013 were corrected 5 years ago, and the District has since passed two additional surveys with no deficiencies being noted in the same areas. It was moved by Jody Veenker, seconded by Jean Turner, and unanimously passed to approve District Board Resolution 19-06 as presented.

GROUP INTERVENTION
POLICY

Stacey Brown MD, Vice Chief of Staff called attention to a policy titled *Group Intervention*, developed to identify the policy and procedure for providing Medication Assisted Treatment (MAT) Stabilization Group intervention for patients engaged in NIHD's MAT program. It was moved by Ms. Hubbard, seconded by Ms. Veenker, and unanimously passed to approve the proposed *Group Intervention* policy and procedure as presented.

DETERMINATION OF
DATE FOR
COMMUNITY
INFORMATION NIGHT

Ms. Kilpatrick opened discussion on potential dates for a Community Information night, which will be a meeting of the NIHD Board of Directors held for the purpose of addressing a topic of interest to area residents. Constituents will have the opportunity to engage in an open discussion with the Board of Directors on that topic. Following brief discussion September 25, 2019 (at 6:30 pm) was chosen to be the date of the first Community Information night to be held by the NIHD Board of Directors.

CHIEF OF STAFF
REPORT

Doctor Brown reported following careful review and consideration, the Medical Executive Committee recommends approval of the following District-wide policies and procedures:

1. *Accepting Orders from Non-Privileged Practitioners*

POLICY AND
PROCEDURE
APPROVALS

2. *Administration of Drugs - Patient's Own Medications*
3. *Color-Coded Wristband Use*
4. *Drugs of Abuse Test McKesson 12-Drug Panel with Adulterants*
5. *IV Service When NIHD IV Room is Closed*
6. *Medication Dosing in Renal Failure*
7. *Pharmacy Confidentiality: Storage and Destruction of PHI-Containing Documents*
8. *Point of Care QuickVue Dipstick Strep A Test*
9. *Unusable Drugs*

It was moved by Mr. Sharp, seconded by Ms. Hubbard, and unanimously passed to approve policies and procedures 1 through 9 as presented, with minor housekeeping changes being made to their content.

UPDATED
EMERGENCY
MEDICINE CORE
PRIVILEGE FORM

Doctor Brown also reported the Medical Executive Committee recommends approval of the updated *Emergency Medicine Core Privilege* form. It was moved by Ms. Hubbard, seconded by Ms. Turner, and unanimously passed to approve the updated *Emergency Medicine Core Privilege* form as presented.

2019 CRITICAL
INDICATOR UPDATES

Doctor Brown additionally reported the Medical Executive Committee recommends approval of the following 2019 Critical Indicator updates:

1. *Emergency Department*
2. *Rural Health Clinic*

It was moved by Ms. Turner, seconded by Ms. Veenker, and unanimously passed to approve both 2019 Critical Indicator updates as presented.

PHYSICIAN
RECRUITMENT
UPDATE

Doctor Brown also provided a physician recruitment update, noting the following:

- Urologist Colby Perkins-Souders, MD has accepted a 2-year fellowship on pelvic floor reconstruction, and she will not come on board at NIHD until the conclusion of that fellowship.
- Locums urologist Matthew Ercolani, MD is expected to begin providing urology services at the District at the start of September. Dr. Ercolani is trained in the use of robotic surgery equipment.
- Orthopedist Bo Loy, MD will begin providing orthopedic services at NIHD the first week in September.
- Hospitalists Stephan Shunk, MD and Monica Mehrens, DO both wish to increase the number of shifts that they work at NIHD.

COMMUNITY HEALTH
NEEDS ASSESSMENT

Doctor Flanigan presented an overview of the District's most recently completed Community Health Needs Assessment (CHNA), and provided a history of the Districts' past CHNA efforts. Doctor Flanigan's presentation included the following:

- This year's assessment was a collaborative effort of the Inyo County Healthcare Coalition, which includes representatives from Inyo County Health and Human Services; Northern Inyo Healthcare District; Southern Inyo Healthcare District (SIHD); Wild Iris; Owens Valley Career Development Center; and Inyo

Mono Advocates for Community Action.

- The assessment was conducted for the purpose of assessing the healthcare needs of this community and developing priority focus areas for Community Health and Wellness efforts going forward.
- NIHD hired Wipfli LLP to do a financial data dive on charges and billings for NIHD and SIHD as part of the needs assessment. The County of Inyo retained the services of Kemper Consultant Group to help compile the data collected for the assessment.
- As a result of the CHNA, the Coalition has developed an *Inyo County Strategic Roadmap* to address the healthcare areas of focus identified in the assessment.
- The CHNA identified the following priority focus areas:
 1. *Behavioral Health - Mental Health and Substance Use Disorders*
 2. *Access to Patient Services*
 3. *The 3rd area of priority focus is yet to be determined*

The *Strategic Roadmap* contains strategies and next steps going forward, and identifies potential partners, funding sources, and possible barriers to future efforts. Doctor Flanigan noted that the primary focus of the NIHD September Board of Directors meeting will be Strategic Planning, with the intent of identifying what the NIHD Board of Directors and leadership wants to see the District work on in the next two years.

CONSENT AGENDA

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

- *Financial and Statistical reports as of April 30, 2019*
- *Approval of minutes of the July 13, 2019 special meeting*
- *Approval on minutes of the July 17, 2019 regular meeting*
- *Approval of minutes of the August 3, 2019 special meeting*
- *Medical Staff Services Pillars of Excellence for July 1, 2018 through June 30, 2019*
- *Policy and Procedure annual approvals*

It was moved by Mr. Sharp, seconded by Ms. Veenker, and unanimously passed to approve all 6 Consent Agenda items as presented.

BOARD MEMBER REPORTS

Ms. Kilpatrick asked if any members of the Board of Directors wished to comment on any items of interest. Director Hubbard noted that Doctor Flanigan will provide a Healthy Lifestyles talk tomorrow night, on the subject of the transition toward increased provision of outpatient services in order to meet community needs. Director Veenker commented that there was an extremely positive community response to the recently held Opioid Summit, and that the event drew approximately 200 attendees. Director Kilpatrick stated NIHD will again sponsor a booth at the Eastern Sierra Tri-County Fair, and noted that Board members are welcome to work the booth and participate in providing information for members of the community. No other comments were heard.

ADJOURNMENT TO
CLOSED SESSION

At 7:45 pm Ms. Kilpatrick reported the meeting would adjourn to Closed Session to allow the Board of Directors to:

- 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*).

RETURN TO OPEN
SESSION AND REPORT
OF ACTION TAKEN

At 10:23 pm the meeting returned to Open Session. Ms. Kilpatrick reported that during Closed Session it was moved by Director Kilpatrick, seconded by Jody Veenker, and unanimously passed to approve appointing Directors Sharp and Hubbard to an Ad Hoc Committee to review documents and approve signing if acceptable, for the sale of 153 Pioneer Lane including a lease back of the property. Funds from the sale will be designated for the purchase back of the land. The Board took no other reportable action.

ADJOURNMENT

The meeting was adjourned at 10:24 pm.

Mary Mae Kilpatrick, President

Attest:

Robert Sharp, Secretary