

- CALL TO ORDER The meeting was called to order at 5:31 pm by Mary Mae Kilpatrick, President.
- PRESENT Mary Mae Kilpatrick, President
Jean Turner, Vice President
Robert Sharp, Secretary
M.C. Hubbard, Member-at-Large
Jody Veenker, Board Member
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
Allison Robinson MD, Chief of Staff
- AD HOC COMMITTEE
REPORT AND
APPOINTMENT OF
NEW BOARD MEMBER Ms. Kilpatrick announced that the agenda for this meeting would be re-ordered to address agenda item 6H first, *Ad Hoc Committee Report and Appointment of Board Member for District Zone 1*. On behalf of the Ad Hoc Committee formed for the purpose of making a recommendation to appoint a representative for Northern Inyo Healthcare District (NIHD) Zone 1, Robert Sharp reported that the Committee had two excellent applicants for the position. Following careful consideration a recommendation is being made to appoint Ms. Jody Veenker to fill the District Zone 1 Board vacancy. It was moved by M.C. Hubbard, seconded by Jean Turner, and unanimously passed to approve the appointment of Ms. Jody Veenker to be the representative for Northern Inyo Healthcare District Zone 1. Ms. Veenker then took her oath of office and was seated as a member of the NIHD Board of Directors.
- 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. The following persons commented on negotiations between Northern Inyo Healthcare District and the American Federation of State, County, and Municipal Employees, (AFSCME) in order of appearance:
- Lori Archer, RN
 - Heleen Welvaart, RN
 - Eva Judson, RN
 - Tracy David, RN
- Dr. Flanigan read aloud an anonymous correspondence received from “the silent majority” of NIHD employees, regarding general concerns of hospital staff. Following the reading of the letter, Ms. Tori Boyd (NIHD Surgery Tech I) and Ms. Toni Rhodes (NIHD Surgery Tech III) identified themselves as the authors of that letter.

STRATEGIC PLAN
UPDATE, QUALITY
AND PERFORMANCE
COMMITTEE

The NIHD Quality and Performance Committee provided an update on progress made toward achieving the quality and performance-related goals of the District's Strategic Plan. The report which was provided by Robin Christensen, RN and Stacy Brown, MD included the following:

- A 98% flu vaccination rate was achieved for NIHD staff during the last flu season. This rate is above both state and national averages. Planning is already underway to meet the next (upcoming) flu season head on.
- The group's 2nd area of focus is sepsis identification and education, with the goal being to improve patient outcomes and decrease the number of patients presenting to the hospital for severe sepsis or septic shock. Community outreaches on this topic will include a Healthy Lifestyles Talk provided by Dr. Brown; distribution of educational materials in the community (in English and Spanish); and media campaigns involving radio, newspaper, and other published forms of advertisement.

CHIEF OF STAFF
REPORT

Chief of Staff Allison Robinson MD reported the Medical Executive Committee recommends approval of the following slate of Medical Staff Officers and Service Chiefs for the 2019/2020 year:

1. *Chief of Staff – William Timbers, MD*
2. *Immediate Past Chief of Staff – Allison Robinson, MD*
3. *Chief of Emergency Room Service – Sierra Bourne, MD*
4. *Chief of Medicine – Nickoline Hathaway, MD*
5. *Chief of Obstetrics – Martha Kim, MD*
6. *Chief of Pediatrics – Charlotte Helvie, MD*
7. *Chief of Radiology – Edmund Pillsbury, MD*
8. *Chief of Surgery – Robbin Cromer-Tyler, MD*
9. *Member-at-Large – Stacey Brown, MD*

It was moved by Ms. Turner, seconded by Ms. Hubbard, and unanimously passed to approve the proposed slate of Medical Staff Officers and Service Chiefs for the 2019/2020 year as presented.

POLICY AND
PROCEDURE
APPROVALS

Doctor Robinson also 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. *Patient Safety Attendant or 1:1 Staffing Guidelines*
2. *High Alert Medications: Preparation, Dispensing, Storage*
3. *Newborn Blood Glucose Monitoring*
4. *Neonatal Death, Fetal Demise & Spontaneous Abortion Procedure*
5. *Nursing Management of Preeclampsia*
6. *Pediatric Standards of Care and Routines*
7. *Removal of Placenta from Hospital per Patient's Request*
8. *Infection Prevention Plan*
9. *Vendor Credentialing*

10. *Aerosolized Transmissible Disease Exposure Plan/Respiratory Protection Program*
11. *Healthcare Worker Health Screening and Maintenance Requirements*
12. *Skilled Nursing Facilities*
13. *Standards of Care ICU*
14. *Definition and Limitations of Direct Access Physical Therapy Care*
15. *Standards of Care in the Outpatient Infusion Unit*

It was moved by Ms. Hubbard, seconded by Mr. Sharp, and unanimously passed to approve policies and procedures 1 through 15 as presented, with a correction being made to gender references included in the *Skilled Nursing Facilities* policy.

PERINATAL CRITICAL INDICATORS UPDATE

Doctor Robinson also requested approval of an update to *Perinatal Critical Indicators for 2019*. It was moved by Ms. Hubbard, seconded by Mr. Sharp, and unanimously passed to approve the updates to *Perinatal Critical Indicators for 2019* as requested.

CORE PRIVILEGE FORM UPDATE, FAMILY MEDICINE

Doctor Robinson additionally requested approval of the following:

- Core Privilege form update - *Family Medicine*

It was moved by Mr. Sharp, seconded by Ms. Turner, and unanimously passed to approve the updated Core Privilege form update - *Family Medicine* as requested.

MEDICAL STAFF APPOINTMENTS

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

1. Samantha Jeppsen, MD (*emergency medicine*) – Provisional Active Staff
2. Carly Harvey, MD (*radiology*) – Provisional Consulting Staff

It was moved by Ms. Hubbard, seconded by Ms. Turner, and unanimously passed to approve both Medical Staff appointments as requested.

TEMPORARY PRIVILEGES

Doctor Robinson also reported the Medical Executive Committee recommends approval of Temporary Privileges for 60 days for the following:

- Ruhong Ma, DO (*internal medicine*) – Locums/Temporary Staff

It was moved by Ms. Turner, seconded by Mr. Sharp, and unanimously passed to approve the Temporary Privileges for 60 days of Ruhong Ma, DO as requested.

EXTENSION OF PRIVILEGES

Doctor Robinson additionally reported the Medical Executive Committee recommends approval of the extension of privileges for an additional 60 days for the following:

1. Kristina Jong, MD (*radiology, breast imaging*) – effective 6/7/19
2. Michael Rhodes, MD (*internal medicine/hospitalist*) – effective

6/24/19

3. Joseph BenPerlas, MD (*internal medicine/hospitalist*) – effective 5/23/19

It was moved by Mr. Sharp, seconded by Jody Veenker, and unanimously passed to approve all 3 extensions of privileges as requested.

ADDITIONAL PRIVILEGES

Doctor Robinson also stated the Medical Executive Committee recommends granting additional privileges to the following:

- Uttama Sharma, MD (*family medicine*) – chemotherapy in consultation with oncologist

It was moved by Ms. Hubbard, seconded by Ms. Turner, and unanimously passed to approve the granting of additional privileges for Uttama Sharma, MD as requested.

MEDICAL STAFF RESIGNATION

Doctor Robinson additionally stated the Medical Executive Committee recommends acceptance of the following Medical Staff resignation:

- Sun Kim, MD (*urology*) – effective 5/2/19

It was moved by Mr. Sharp, seconded by Ms. Hubbard, and unanimously passed to approve the resignation of Sun Kim, MD as recommended.

NEW BUSINESS

60-DAY EXTENSION OF 2018/2019 OPERATING BUDGET

Chief Financial Officer John Tremble provided an overview of the District's 2019/2020 revenue and expense budget projections, and requested a 60-day extension of the current operating budget through 8/31/19. Mr. Tremble explained that implementation of new computer systems has created significant challenges for the NIHD Accounting Department, and it is hoped that in 60 days the fiscal department will be better able to assess the financial information needed for the budgeting process. Mr. Tremble also stated that a recommendation is being made to authorize a 4% price increase for most patient services for the upcoming fiscal year, and a 60% increase to the District's swing bed rate. Following review of the information provided it was moved by Ms. Hubbard, seconded by Ms. Turner, and unanimously passed to approve a 60-day extension of the current District operating budget and a 4% price increase for most patient services as requested.

DISTRICT BOARD RESOLUTION 19-04, APPROPRIATIONS LIMIT FOR 2019/2020

Mr. Tremble also called attention to proposed District Board Resolution 19-04 and corresponding calculations made to establish NIHD's annual appropriations limit for 2019/2020 in the amount of \$651,078.09. It was moved by Ms. Turner, seconded by Mr. Sharp, and unanimously passed to approve District Board Resolution 19-04 and an annual appropriations limit of \$651,078.09 as requested.

DISTRICT BOARD RESOLUTION 19-05, FUNDING OF 401(A) RETIREMENT PLAN

Mr. Tremble additionally called attention to proposed District Board Resolution 19-05, which recommends a 7% contribution to the NIHD 401(a) Retirement Plan on behalf of eligible participants. It was moved by Mr. Sharp, seconded by Ms. Hubbard, and unanimously passed to

approve District Board Resolution 19-05 authorizing a 7% funding contribution for the NIHD 401(a) Retirement Plan for eligible participants as requested.

PROPOSED SURPRISE
BILLING LEGISLATION

Mr. Tremble also noted that legislation is currently being considered relating to surprise healthcare billing, and that it may have a future negative financial impact on air ambulance services.

RQI MASTER SERVICES
AGREEMENT

Chief Nursing Officer Tracy Aspel, RN called attention to an RQI (Resuscitation Quality Improvement) Program Master Services Agreement for high quality CPR training for District Staff. The RQI system was developed in association with the American Heart Association to assist in the continuous improvement of resuscitation skills provided by healthcare workers, and the total cost of the 3-year agreement is \$90,112.80. It was moved by Ms. Hubbard, seconded by Ms. Turner, and unanimously passed to approve the RQI Program Master Services Agreement as requested.

EMPLOYEE
ENGAGEMENT
SURVEY RESULTS

Chief Executive Officer Kevin S. Flanigan, MD, MBA addressed the topic of results of the Districts' recently conducted Employee Satisfaction Survey (ESS). Doctor Flanigan stated that the survey tool previously used by the District changed when the company that provided it was taken over as part of a business merger. The intent of the District's ESS is to measure workforce engagement in an anonymous way, however upon review of this year's results it became clear that the tool did not provide the results in an entirely anonymous manner. District leadership has decided not to publish this year's results in the interest of anonymity, and they will work to ensure a quality survey is conducted in the upcoming year. Dr. Flanigan reviewed the results of the portion of the survey which maintained the confidentiality of respondents, noting that they indicate that the District's ESS scores were similar or slightly lower than prior year scores.

PHARMACY
CONSTRUCTION
UPDATE

Doctor Flanigan reported that after several years of effort the Hospital Pharmacy Construction project is finally moving forward at a more rapid pace. Improvement is being seen largely as a result of District Board members speaking to legislators in Sacramento as part of this year's Association of California Healthcare Districts (ACHD) Legislative Day. It is possible that the Pharmacy project will be completed by the December 2019 deadline, or that it will be close enough to completion to prevent a disruption of services.

DETERMINATION OF
DATE FOR BOARD
SELF ASSESSMENT

Brief discussion took place regarding choosing a date for review of the NIHD Board of Directors' annual self-assessment. Saturday, July 13 2019 was chosen to be the date for the self-assessment review, which will be held from 10am to 3pm in the NIHD Board Room.

OLD BUSINESS

ATHENA UPDATE

Doctor Flanigan provided an overview of the history and current status of the District's Athena Health Information System (HIS) implementation. Athena has experienced layoffs and a re-organization that has affected delivery of services, causing Dr. Flanigan to take a more active part in overseeing the details of the project for the time being. Collection of data for the District's Fiscal and Pharmacy Departments remains a main area of concern, and the District continues to diligently address its "gaps list" with Athena. District leadership is currently looking at potential alternative solutions and HIS products, and is reaching out to other facilities for additional input. Doctor Flanigan noted that the Athena product functions better in a clinic setting than it does in a hospital setting.

PHASE III BUDGET MANAGEMENT

Doctor Flanigan also addressed the topic of possible early retirement packages being offered to District Staff, the proposed "Phase III" of the District's recent Reduction in Workforce (RIF) implemented for budget management. At this time District Leadership has not found a way to offer early retirements in a fiscally responsible way, effectively putting the possibility 'on hold' for the time being.

CONSENT AGENDA

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

- Approval of minutes of the May 15 2019 regular meeting
- Approval of minutes of the May 28 2019 special meeting
- Policy and Procedure annual approvals

It was moved by Mr. Sharp, seconded by Ms. Hubbard, and unanimously passed to approve all 3 Consent Agenda items as presented, with housekeeping corrections being made to the minutes of the May 15 regular meeting.

BOARD MEMBER REPORTS

Ms. Kilpatrick asked if any members of the Board of Directors wished to comment on any items of interest. Director Hubbard praised a *Senior Health and Resource Fair* that was recently held, and stated that the two weeks of District Staff appreciation events were outstanding. Director Kilpatrick reported that she and Dr. Flanigan will participate in interviews to select a successor for Pat West at Pioneer Home Health, and she thanked District staff for arranging a tour of the Joseph House for members of the NIHD Foundation Board.

ADJOURNMENT TO CLOSED SESSION

At 8:08 pm Ms. Kilpatrick announced 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 32101*).
- B. Conference with Labor Negotiators; Agency Designated Representative: Irma Moisa; Employee Organization: AFSCME

Council 57 (*pursuant to Government Code Section 54957.6*).

- C. Conduct public employee performance evaluation, Chief Executive Officer (*pursuant to Government Code Section 54957*).

RETURN TO OPEN
SESSION AND REPORT
OF ACTION TAKEN

At 10:42 pm the meeting returned to Open Session. Ms. Kilpatrick reported the Board took action to reprimand Dr. Flanigan for reading an unapproved and un-reviewed anonymous letter during the Public Comment portion of this meeting, without the foreknowledge of the District Board. Ms. Kilpatrick stated that the Board in no way condones anonymous letters being read during Public Comment, and that they will not allow Dr. Flanigan's actions to set precedent for future meetings. The motion to reprimand was carried by a vote of 5 to 0.

The Board additionally took action to extend the Chief Executive Officer's (CEO's) current contract for an additional two years past the remaining two years of the agreement, and to add 2-4 weeks per year of specific time to practice offsite to utilize his medical licenses. The extension of the CEO's contract was carried by a vote of 5 to 0.

ADJOURNMENT

The meeting was adjourned at 10:44 pm.

Mary Mae Kilpatrick, President

Attest:

Robert Sharp, Secretary