

CALL TO ORDER Northern Inyo Healthcare District (NIHD) Board Chair Melissa Best-Baker called the meeting to order at 5:30 p.m.

PRESENT Jean Turner, Vice Chair
Ted Gardner, Secretary
David McCoy Barrett, Treasurer
Mary Mae Kilpatrick, Member at Large
Stephen DelRossi, MSA, Chief Executive Officer
Allison Partridge RN, MSN, Chief Operations Officer / Chief Nursing Officer
Adam Hawkins, DO, Chief Medical Officer

ABSENT Melissa Best-Baker, Chair
Alison Murray, MBA HRM, SHRM-CP, Chief Human Resources Officer
Sierra Bourne, MD, Chief of Staff

OPPORTUNITY FOR PUBLIC COMMENT Vice Chair Turner reported that at this time, members of the audience may speak on any items not on the agenda on any matter within the jurisdiction of the District Board. Public comments shall be received at the beginning of the meeting and are limited to three minutes per speaker, with a total time limit of thirty minutes for all public comment unless otherwise modified by the Chair. The general Public Comment portion of the meeting allows the public to address any item within the jurisdiction of the Board of Directors on matters not appearing on the agenda. Public comments on agenda items should be made at the time each item is considered.

There were no comments from the public.

NEW BUSINESS

RESOLUTION 24-03
CONTINUING BUDGET
RESOLUTION FOR 2024

Vice Chair Turner called attention to Resolution 24-03, Continuing Budget Resolution for 2024.

Discussion ensued.

Motion by: Ted Gardner
Seconded by: David McCoy Barrett
Passed 4-0 vote

COMPLIANCE OFFICER
REPORT: QUARTERLY
COMPLIANCE REPORT &

Vice Chair Turner called attention to the Compliance Officer Report.
Compliance Officer, Patty Dickson asked if the Board had any questions,

PRESENTATION:
GOVERNING BOARD
COMPLIANCE UPDATES

concerns, or comments on the Quarterly Compliance Report. There were not questions or comments. The Board thanked Patty for her continuous work to keep the District compliant in all areas.

Motion by: Ted Gardner
Seconded by: Mary Mae Kilpatrick
Passed 4-0 vote

Vice Chair Turner called attention to the Compliance presentation. Patty Dickson presented a PowerPoint presentation. Discussion ensued.

GOVERNANCE
COMMITTEE REPORT

Vice Chair Turner called attention to the Governance Committee report.

Vice Chair Turner reported a quick summary of the work that the Governance Committee has been doing. Discussion ensued.

Vice Chair Turner called attention to the following policies/procedures that the Governance Committee worked on for their bi-annual review:

1. Appointment/Election of Board Member to Fill Unexpired Term of a Board Member
 - a. New policy, combined the following:
 - i. Appointments to the NIHD Board of Directors
 - ii. Board Member Resignation and Filling of Vacancies
 - iii. Suggested Guidance to Fill a Board Vacancy by Appointment
 - iv. Work Flow for Appointments to Fill Board Vacancy
2. Attendance at Meetings
3. Authority of the Chief Executive Officer for Contracts and Bidding
4. Conflicts of Interest
5. Election Procedures and Related Conduct
6. Guidelines for Business by the Northern Inyo Healthcare District Board of Directors
7. Meeting Public Comment Policy
8. Onboarding and Continuing Education of Board Members
9. Reimbursement of Expenses
10. Requests for Public Funds, Community Grants, Sponsorships

11. Use by NIHD Directors of Directors of District email accounts

Motion by: Ted Gardner
Seconded by: David McCoy Barrett
Passed 4-0 vote

Vice Chair Turner called attention to the following policies that had no updates for their bi-annual review. Discussion ensued.

No suggested changes on the following:

12. Basis of Authority: Role of Directors
13. Chief Executive Officer Compensation Philosophy
14. Compensation of the Chief Executive Officer
15. Governance Committee Charter
16. Meeting Minutes
17. Meetings
18. Officers and Committees of the Board of Directors
19. Public Records Requests
20. Teleconference Recordings, Retention and Destruction of Board Meetings

Motion by: Ted Gardner
Seconded by: Mary Mae Kilpatrick
Passed 4-0 vote

Vice Chair Jean Turner called attention to the following G.C. Meeting Minutes provided to the Board as an information item. Discussion ensued.

- January 30, 2024
- February 5, 2024
- February 12, 2024
- February 26, 2024
- April 1, 2024
- May 6, 2024
- May 14, 2024

CHIEF EXECUTIVE
OFFICER REPORT

Vice Chair Turner called attention to the CEO report.

- CEO Leader Report
- CEO Report

Discussion ensued.

CHIEF FINANCIAL
OFFICER REPORT

Vice Chair Turner introduced the Chief Financial Officer report.

- Financial & Statistical Reports:
 - CEO DelRossi introduced Controller Andrea Mossman to present the Financial & Statistical report. Discussion ensued.

Motion by: Ted Gardner

Seconded by: David McCoy Barrett

Passed 4-0 vote

- Revenue Cycle Director Search
- Associate CFO Search

Discussion ensued.

**CHIEF OF STAFF
REPORT**

Vice Chair Turner called attention to the Chief of Staff report.

POLICIES

Chief of Staff Dr. Sierra Bourne provided an overview of the policies/procedures.

1. Health Care Worker (HCW) Influenza Vaccination
2. Injury and Illness Prevention Program
3. Safe Handling and Disposal of Occupationally Hazardous Drugs and Environmentally Hazardous Drugs
4. Safe Patient Handling – Minimal Lift Program
5. Cesarean Delivery
6. Induction of Labor Including Cervical Ripening
7. Newborn & Pediatric Security and Abduction Policy
8. Standards of Care for the Neonate in the Perinatal Department

Discussion ensued.

Motion by: Mary Mae Kilpatrick

Seconded by: David McCoy Barrett

Passed 4-0 vote

EXTENSION OF
TEMPORARY PRIVILEGES
FOR GOOD CAUSE

Dr. Sierra Bourne introduced appointments for 2024-2025:

1. Talia Luc, PMHNP (psychiatric mental health nurse practitioner) –
60 day extension to allow for coverage of the mental health service line

Motion by: Ted Gardner

Seconded by: David McCoy Barrett

Passed 4-0 vote

MEDICAL EXECUTIVE
COMMITTEE REPORT

Dr. Sierra Bourne provided the Medical Executive Committee meeting report.

Discussion ensued.

CONSENT AGENDA

Chair Best-Baker called attention to the consent agenda that contained the following items.

- Approval of minutes of the May 15, 2024 Regular Board Meeting
- CEO Credit Card Statements
- Approval of Policies and Procedures
 - Payroll Check Advances
 - Auditing of Workforce Access to Confidential Information
 - District Issued Cell Phone/Electronic Communication Device Use by Employees
 - Regulatory Survey Security
 - Nondiscrimination Policy
 - False Claims Act Employee Training and Prevention
 - Designated Record Set – Legal Health Record
 - Meal and Rest Periods
 - Billing and Coding Compliance Committee Charter
 - Language Access Services Policy
 - Subpoena and Legal Summons for Workforce
 - Unusual Occurrence Reporting
 - Non-Retaliation Policy
 - Lost and Found Items
 - Compliance with Information Blocking Rule
 - California Public Records Act – Information Requests
 - Development, Review and Revision of Policies and Procedures
 - Communicating Protected Health Information Via Electronic Mail (Email)
 - Disclosures of Protected Health Information Over the Telephone
 - Medical Staff Department Policy – Emergency Medicine (v.1)

Motion by: Ted Gardner

Seconded by: Mary Mae Kilpatrick

Passed 4-0 vote

GENERAL INFORMATION
FROM BOARD MEMBERS

Vice Chair Turner called for information from Board Members.

Discussion ensued.

CLOSED SESSION:

**PUBLIC COMMENTS ON
CLOSED SESSION ITEMS**

Vice Chair Turner voiced that any person in the audience may now speak on items only listed in the Closed Session portion of this meeting.

There were no public comments.

**ADJOURNMENT TO
CLOSED SESSION**

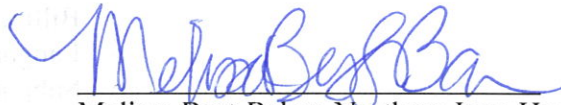
At 6:19 p.m., Vice Chair Turner announced the meeting would adjourn to Closed Session to allow the District Board of Directors to discuss the following:

1. Conference with Legal Counsel - Anticipated Litigation (Government Code §54956.9(d)(2)) Number of potential cases (1). Facts and circumstances: Notice of intent to take action by Marland dated June 10, 2024.

Vice Chair Turner announced that there is a report out from closed session; Mrs. Turner report that the Marland Claim is being returned as a late claim.

ADJOURNMENT

Adjournment at 07:53 p.m.



Melissa Best-Baker, Northern Inyo Healthcare District, Chair

Attest:



Ted Gardner, Northern Inyo Healthcare District, Secretary