



Morongo Basin Health Care District
Community Health Center
GOVERNING BOARD MEETING MINUTES
July 25, 2017

District Administrative Offices
6530 La Contenta Road, Suite 100, Yucca Valley CA 92284

Mission Statement: *To provide affordable, quality healthcare to the communities we serve.*

Vision Statement: *We will improve the health of the community by increasing access to care in the Morongo Basin.*

PRESENT:

- Susan Madavan, chairperson
- Mary Jane Binge, vice president
- Mike Lopez, treasurer
- Mara Cantelo, member, not present
- Laura Grabow, member
- Summer Grenzow, member
- Ricardo Tagle, member, *not present*
- Sue Tsuda, member
- Sandy Potts, member
- Peggy Toney, member

STAFF:

- Ron Stewart, Executive Director
- Jackie Combs, CEO
- Karen Graley, Board Clerk
- Cindy Schmall, Director of Facilities
- Jeff Chawenson, Director Finance
- Kathy Alkire, Director Quality
- Alexandra Barba, Board Clerk trainee
- Stephanie Eigner, Clinic Manager

CALL TO ORDER: 5:45 p.m.

OBSERVANCES:

- Summer Grenzow led the assembly in the Pledge of Allegiance.
- Peggy Toney read the mission and vision statements.

PUBLIC COMMENTS:

There were no public comments.

APPROVAL OF MEETING AGENDA:

Sue Tsuda motioned to approve the meeting Agenda as presented; motion seconded by Mike Lopez; motion passed by unanimous vote.

ACTION ITEMS

ELECTION OF SECRETARY OF THE BOARD – Susan Madavan, Board President

Susan Madavan turned the gavel over to board clerk, Karen Graley to conduct elections for the open position. Ms. Graley opened the floor for nomination to Secretary of the Board. The only nomination presented was Summer Grenzow. Nominations were closed and the vote was taken. Ms. Grenzow was elected as Secretary of the Board.

APPROVAL OF PROVIDER CREDENTIAL – Jackie Combs, CEO

Jackie Combs reviewed the qualification of Vincent Savarese, Doctor of Chiropractic, for consideration.

Motion by Mike Lopez, second by Laura Grabow to approve the credentials of Vincent Savarese, D.C; motion passed by unanimous vote.

REQUEST FOR COMMITTEE APPOINTMENT – Susan Madavan, Board President

The Finance Committee requests the appointment of a third board member to provide for uninterrupted function of the committee when one member is unable to attend a monthly committee meeting. Currently, the committee members are Mike Lopez, chair; and Peggy Toney.

After discussion, Susan Madavan appointed Sue Tsuda to serve on the finance committee.

REPORTS:

EXECUTIVE DIRECTOR'S REPORT: Ron Stewart, Executive Director

Mr. Stewart presented his written report under Tab 1.

- Staff is working on the six corrections identified in the HRSA survey review; 50 days remain to complete the tasks; our goal is to not have extensions for compliance.
- We have recruited Dr. Puglisi, psychiatrist, to the mental health program. Randy Roark is returning to the clinics. Also, the virtual job fair resulted in inquiries from a prospective LCSW and a nurse practitioner.
- We are working with the USC campus to place Nurse Practitioner students in the clinics as part of their requirements. A total of four students are scheduled: two with Dr. Salhotra, one with Dr. Fraschetti, and one with Dr. Shih.
- Jackie Combs reported on the Split Rock property which is in escrow; expect to open sometime in January. When we get to the appropriate time on the timeline, we will make a formal presentation to the governing board to seek approval to open a new site and then pursue required HRSA communication and process.
- Ms. Combs stated that the medical center as suspended outpatient surgeries at Airway; Dr. Asfaha is now performing treatments in the Yucca Valley clinics.
- June Patient Satisfaction survey results were presented for the board's review.

OUTREACH & PATIENT EDUCATION COMMITTEE: Laura Grabow, Committee Member

Laura Grabow gave an overview of the committee meeting and shared some possible ideas for promotion that were discussed at the meeting. The calendar of community outreach opportunities is attached to the calendar for board member attention and possible participation.

FINANCIAL COMMITTEE: Mike Lopez, Committee Chair

Mike Lopez gave the financial report to the governing board, referring the assembly to Tab 2 in the Agenda packet. Mary Jane Binge asked about losses mentioned last month. Jeff Chawenson, Finance Director, shared that both dental operations have had losses. We didn't see this trend because performance was assessed as an entire facility rather than as a department. The new fiscal year is now tracking performance by department.

POLICY REVIEW COMMITTEE: Laura Grabow, Committee Member

Two policies are under review and will be presented for approval at the next governing board meeting.

BYLAWS/CO-APP ADHOC COMMITTEE: *Mike Lopez, Committee Chair*

The committee met and set goals and timeline. We will begin with review of the Bylaws and move to the Co-Application Agreement. Both documents will be presented to the governing board for review and ratification.

APPROVAL OF CONSENT AGENDA:

Motion by Mike Lopez, second by Mary Jane Binge, to approve the Consent Agenda as presented. The motion passed by unanimous vote.

MINUTES

- Minutes of the Governing Board regular meeting dated June 27, 2017
- Minutes of the Outreach & Patient Education Committee dated July 19, 2017
- Minutes of the Finance Committee dated July 20, 2017
- Policy Review Committee dated July 21, 2017

BOARD CALENDARS

- The agenda packet presented calendars for August and September 2017.
- August 27-29: Susan Madavan, Ron Stewart and Jackie attend the leadership conference in San Diego.
- Susan Madavan wants at least one board member to attend the District board meetings each month. Susan Madavan will attend the August 10 meeting.

MEMBER COMMENTS: None presented.

ITEMS FOR NEXT AGENDA: None presented.

MEETING TRANSITION

The public / open meeting adjourned at 6:40 p.m. for a brief transition and convened to closed session at 6:50 p.m.

- Pursuant to Government Code section 32106 of the Health and Safety Code: Report involving Trade Secret. Estimated date of disclosure: September, 2017.

MEETING RECONVENED TO OPEN SESSION at 7:05 p.m. to receive Closed Session report. President Susan Madavan reported that:

- Regarding Trade Secret: Staff is to provide additional information as available.

MEETING ADJOURNMENT

Susan Madavan adjourned the meeting at 7:05 p.m.

Minutes recorded by Karen Graley, Board Clerk.



Susan Madavan, Governing Board Chair