



HI-DESERT MEDICAL CENTER

HI-DESERT MEMORIAL HEALTH CARE DISTRICT
Quality Health Care Happens Here

MINUTES HI-DESERT MEMORIAL HEALTH CARE DISTRICT ***SPECIAL*** BOARD OF DIRECTORS MEETING

Strategic Leadership

August 9, 2013 at 9:00 a.m.

Administrative Office of the Chief Executive Officer
6601 White Feather Road, Joshua Tree, CA 92252
760-366-6262

Teleconference Location for Director Martie Avels
938 SE 22nd St
Eugene, Oregon 97401
760-668-5859

**Please turn all cell phones/pagers to off or vibrate.*

Mission Statement: *Hi-Desert Medical Center will provide superior service to improve the quality of life for people in the Morongo Basin*

Vision: *We are caring people providing extraordinary healthcare services.*

Core Values: *Integrity, Superior Service, Stewardship, Innovation, Teamwork, Dignity*

Conflict of Interest Advisement

Hi-Desert Memorial Health Care District Board members please be advised: If an item on the meeting agenda relates to the provision of services by you, your immediate family, the entity you represent, or any person who has made \$250 in campaign contributions to you during the last 12 months, or if approval or disapproval of an agenda item would have a foreseeable material affect on an economic interest of you, your immediate family, or the entity you represent, then please follow these procedures:

“When the agenda item is first introduced, please immediately announce that you are recusing yourself from participating in the agenda item, and then refrain from discussing, voting on, or otherwise influencing the Board of Directors’ consideration of the agenda item.”

IN ATTENDANCE:

Board of Directors:

- Director Cole, President
- Director Avels, Vice President (By Telephone from Oregon)
- Director Hoffman, Treasurer
- Director Swella, Secretary
- Director Cooper, Member-at-Large
- Lionel Chadwick, CEO
- Angela Walton, Board Clerk

CALL TO ORDER – 9:00 am

▶▶ Indicates an agenda item to be considered for action by the Board of Directors.

PUBLIC COMMENTS

There were no public comments.

APPROVAL OF MEETING AGENDA – The agenda was approved as presented.

ADJOURNMENT - CLOSED MEETING – 9:05 am

- Pursuant to section 32106 of the Government Health and Safety Code
Conference involving trade secret matter- strategic concerns

ADJOURNMENT- OPEN SESSION & CLOSED SESSION REPORT –12:10 pm

CLOSED SESSION REPORT:

In closed session, the Board received and discussed information regarding a trade secret matter. The Board took no action at this time.

DIRECTORS' COMMENTS

- Director Cole:** no comment
- Director Avels:** no comment
- Director Hoffman:** no comment
- Director Swella:** no comment
- Director Cooper:** no comment

ADJOURNMENT –12:15 pm

Minutes recorded by A. Walton, Board Clerk



Korina Cole, President, Board of Directors



Dianne Swella, DC, Board Secretary



**HI-DESERT MEMORIAL HEALTH CARE DISTRICT
BOARD OF DIRECTORS REGULAR MEETING
MINUTES**

August 13, 2013 at 6:00 p.m.
Helen Gray Education Center Boardroom
6601 White Feather Road, Joshua Tree, CA 92252
760-366-6262

Mission Statement: *Hi-Desert Medical Center will provide superior service to improve the quality of life for people in the Morongo Basin*

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IN ATTENDANCE:

Board of Directors:

Director Cole, President
Director Avels, Vice President
Director Hoffman, Treasurer
Director Swella, Secretary
Director Cooper, Member-at-Large

Medical Staff:

Excused Absence:

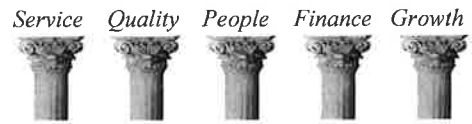
Dr. Prem Salhotra, Chief of Staff
Barbara Staresinic, VP Human Resources

Administrative Staff:

Lionel Chadwick, CEO
Judy Austin, COO/CNO
Dan McClure, CIO
Bob Tyk, CFO
Joe Ruddon, VP Marketing and Business Development
Avelina Ortiz, Director of Quality Resources
Jackie Combs, Administrator, CCC
Dean Moore, Foundation President
Angela Walton, Executive Assistant

Other Staff:

Kathy Alkire, Director of Service Excellence
James Walter, RHC Director
Cindy Dietz, IT Director
Jennifer Long, MedSurg Director
Shanon Aarup, Rehabilitative Services Director
Virginia McCann, Behavioral Health Director
Kelly DeSantis, LDRP/Surgical Services Director
Adele Nafziger, Controller
Other Department Managers and Staff



Guests Foundation Board members Catja Fleck & Kolleen Lamb
Robin Raymond, Martie Avels Scholarship Recipient

Media No media present

CALL TO ORDER

Director Cole called the meeting to order at 6:00 pm.

Mission Statement: Read by Director Hoffman

Vision Statement: Read by Director Cooper

Core Values: Read by Director Swella

PLEDGE OF ALLEGIANCE & READING OF MISSION STATEMENT

The Pledge of Allegiance was led by nurses in the 2013 RN Internship Program. Kathy Alkire, Director of Service Excellence, introduced the group to the Board and Director Cole gave each new nurse certificates of appreciation. Dr. Chadwick congratulated the nurses on their graduation and told them he is happy to have them working with the District.

PUBLIC INPUT

There were no public comments.

APPROVAL OF MEETING AGENDA

▶▶ **MOTION 13—31:** Director Hoffman made the motion to approve the agenda, and Director Cooper seconded. Director Swella asked to have Action Item #2 (Foundation Contingent Donations) pulled from this agenda and to have this action to go through Governance Committee for more discussion. Director Cole, Director Cooper, Director Hoffman and Director Avels were in favor of approving the agenda with this one action item pulled.

PRESENTATION: *Catja Fleck, Foundation Board Chair & Dean Moore, Foundation President – 10 minutes*

➤ Martie Avels Scholarship Recipient: *Ms. Robin Raymond*

Mr. Moore made the presentation on behalf of the Foundation Board. He introduced Ms. Raymond, who is the recipient of the nursing scholarship. Mr. Moore stated Ms. Raymond has been working with Dr. Gharghoury in his office and has volunteered extensively in the community. Mr. Moore reminded the Board that as part of receiving the scholarship, the recipient agrees to work with the District for a period of two years. Ms. Raymond plans to use her RN degree to give back to her community and family. Ms. Raymond addressed the Board, stating how grateful she is for the opportunity and expressed her appreciation for the scholarship. Directors Cole and Avels took a photo with the Ms. Raymond along with Catja Fleck and Kolleen Lamb of the Foundation Board.



Director Cole expressed her thanks to the Foundation Board for working hard to rejuvenate the scholarship.

BOARD EDUCATION

- Mental Health Services – Virginia McCann, Director of Behavioral Health Services - 15 minutes
- Ms. McCann shared a photograph presentation of the new facility for General Mental Health Services. Ms. McCann reported there are three Spanish-speaking employees in their department who will use their skills for outreach purposes. The purpose of the program is to assist mentally ill patients in becoming productive stable individuals. The department will also help clients obtain health insurance to assist in having their mental health needs met.
- Ms. McCann also described the services of the Mental Health Court, which is designed to assist clients designated by the courts to receive intensive therapy and case management services.
- Cal WORKS Program helps clients who have been identified by the county of San Bernardino as needing treatment for mental health issues. Ms. McCann also stated they work with the welfare-to-work program.
- Ms. McCann shared some events that have already been held for outreach, including working with Telecare which assists in crisis prevention.

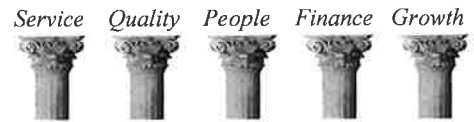
Director Avels stated that she has met the staff and they all seem very enthusiastic about their jobs and the new program. Director Hoffman asked how billing is handled, and Ms. McCann stated that the majority of billing issues are handled through the county as well as in house staff members, who will be trained further on billing matters. Dr. Chadwick stated that the District is greatly appreciative to the behavioral health department as well as all staff members who were instrumental in assisting getting the service up and running with such a short turnaround time.

APPROVAL OF CONSENT AGENDA

All Consent Agenda items listed below are considered to be routine by the Board of Directors and will be enacted upon by one motion. There will be no separate discussion of items unless a Board member or citizen so requests, in which event the items will be considered following approval of the Consent Agenda.

MINUTES of the Board of Directors Meeting are approved as presented:

- Minutes of the Regular Meeting of the Board of Directors dated July 9, 2013
- Minutes of the Executive Performance Committee Meeting dated July 16, 2013
- Minutes of the Special Board of Directors Meeting dated July 22, 2013
- Minutes of the Facilities & Technology Committee Meeting dated July 23, 2013
- Minutes of Special Board of Directors Meeting dated July 31, 2013
- Minutes of the Human Resources Committee Meeting dated August 1, 2013
- Minutes of the Special Board/Finance Committee Meeting dated August 7, 2013



CREDENTIALING

NEW APPOINTMENTS & REAPPOINTMENTS - June 2013

The following MEC credentialing and privileging recommendations are being submitted to the Board of Directors for approval:

A. New Appointments

- **Recommendation to appoint Pamela VanTassell, MD** to Consulting and approve privileges for Tele-Radiology as submitted with no changes.
Service: **Medical.** Appointment Period: August 2013 – December 2014
- **Recommendation to appoint Anna Miller, MD** to Consulting and approve privileges for Tele-Radiology as submitted with no changes.
Service: **Medical.** Appointment Period: August 2013 – May 2015
- **Recommendation to appoint Bradford Uricchio, MD** to Consulting and approve privileges for Tele-Radiology as submitted with no changes.
Service: **Medical.** Appointment Period: August 2013 – April 2015
- **Recommendation to appoint Richard Eppey, MD** to Provisional and approve privileges for OB/GYN as submitted with no changes.
Service: **Surgery.** Appointment Period: August 2013 - August 2014
- **Recommendation to appoint Lawrence Serif, DO** to Provisional and approve privileges for Orthopedics as submitted with no changes.
Service: **Surgery.** Appointment Period: August 2013 – August 2014

B. Reappointments

- **Recommendation to reappoint Arun Kalra, M.D.** to Active and approve privileges for Hematology/Oncology as submitted with no changes.
Service: **Medical.** Appointment Period: August 2013 – July 2015
- **Recommendation to reappoint Todd Sallenbach, M.D.** to Active and approve privileges for Emergency Medicine as submitted with no changes.
Service: **Medical.** Appointment Period: August 2013 – August 2015
- **Recommendation to reappoint Homan Zadeh M.D.** to Active and approve privileges for Gastroenterology as submitted with no changes.
Service: **Medical.** Appointment Period: August 2013 – August 2015
- **Recommendation to reappoint Lonnie Tiner, DDS** to Active and approve privileges for as submitted Oral & Maxillofacial Surgery with no changes.
Service: **Surgery.** Appointment Period: August 2013 – August 2015
- **Recommendation to reappoint Russell Pisano, NP** to Allied Health and approve privileges for Rural Health Clinics as submitted with no changes.
Service: **Medical.** Appointment Period: August 2013- August 2015



C. Terminations

- Ravi Ramnath, MD- Tele- Radiology (letter on file)
- Gerald York, MD- Tele-Radiology (letter on file)

The following Medical Staff policy recommendations are being submitted to the Board of Directors for approval:

- Epidural Anesthesia
- External Fetal Monitoring
- Magnesium Sulfate Administration
- Oxytocin Induction/Augmentation of Labor
- Release of Placenta
- Indications for Elective Deliveries before 39 weeks Gestation

►► Motion to approve the Consent Agenda as presented

►► MOTION 13—32: Director Hoffman made the motion to approve the consent agenda, and Director Swella seconded. Director Hoffman asked that the action items in the July Board minutes reflect specific votes of all Board members. Director Cole, Director Cooper, Director Swella and Director Avels were in favor of approving the consent agenda with this noted correction. All members were in favor.

BOARD COMMITTEE REPORTS:

- Finance Committee Report

Paul Hoffman, Chair

- Director Hoffman reported the Finance Committee met on August 7 to review and discuss June 2013 financial statements, which provided an overview of year end totals. Highlights:

- assets decreased by more than 10 million
- update on waste treatment plant project
- update on timely completions of medical records
- District paid off year 2000 bond debt
- investments funds decreased considerably
- decline in ER visits, total clinic visits increased
- surgery volume decreased for year
- gross patient revenues increased for year
- net patient revenues decreased
- management is evaluating FTEs and salaries
- overall contract labor cost improved
- supply costs were managed well due to the diligence of Ram Malhotra and David Kee
- Board again asked public to have their physicians refer patients to HDMC. Director Hoffman thanked those who responded to his newspaper article.



- Human Resources Committee Report

Patricia Cooper, Chair

- Director Cooper stated that she hoped all read Director Hoffman's article. The HR committee met August 1, Director Cooper gave update on training program collaboratives in place, employee remarks were mostly positive.

- Facilities & Technology Committee Report

Dianne Swella, Chair

- Director Swella reported met on July 22, report on current projects, corrected an amount, mass communication plan has been completed. Star Building was completed, nurse lounge has been relocated in the hospital, and received an update on water damage repairs to one area of the facility.

- Governance Committee Report

Dianne Swella, Chair

- Director Swella reported will meet on August 28.

- Executive Performance Committee Report

Martie Avels, Chair

- Director Avels reported the committee met today to discuss the process for the CEO evaluation, two more meetings will be held in August and another in September to get full Board involvement.

INFORMATION ITEMS

No information items.

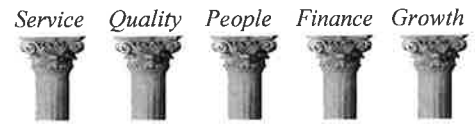
ACTION ITEM (action item #2 pulled from agenda):

▶▶ 1. Echocardiography Scanner and Picture Archive and Communication System (PACS) – Stan Joyce, Cardiopulmonary Director

- *To direct management to proceed with the purchase and installation of a GE Vivid 9 echocardiography scanner and the Unity CVIS for a total budgeted expenditure not to exceed \$ 308,537.00.*

Mr. McClure provided background on this item; he explained the differences in the item that was previously brought to the Board but had to be postponed as it grew into a much larger project requiring OHPSD approval. Ms. Austin reported on the project from a clinical standpoint and the need for the upgraded equipment.

- ▶▶ **MOTION 13—33:** Director Hoffman made the motion to approve the action to purchase and install the echocardiography scanner and the Unity CVIS, and Director Swella seconded. Directors Cole, Cooper, and Avels were in favor, and the motion passed.



CHIEF OF STAFF REPORT (*Service*)

Dr. Prem Salhotra, Chief of Staff: Dr. Salhotra was absent this meeting. Dr. Chadwick reported Dr. Salhotra had a death in the family.

ADMINISTRATIVE REPORT (*Service*)

Lionel Chadwick, Chief Executive Officer. Highlights:

- Received word that the District is being considered (through the Foundation) for a re-issuing of the transportation grant
- Consent Agenda – highlighted three new members & specialities of the medical staff
- Let's Clear the Air – committee is actively working on the new tobacco-free project
- Sewage work occurring down White Feather Road
- District is actively involved in Morongo Basin Haven, and Dr. Chadwick explained how the District works with the organization
- Update on MediCal reduction for CCC
- Muffin Hill is receiving a congressional award at the end of August and the Board members are invited to attend the ceremony in Apple Valley

CLINICAL SERVICES REPORT (*Service*)

Judy Austin, Chief Operating Officer. Highlights:

- Director Hoffman asked if there would be a formal recognition planned for the Quest for Zero honor the District received through Beta, and Ms. Austin says that there will be one planned and the Board will be notified.

CONTINUING CARE CENTER (*Service*)

Jackie Combs, CCC Administrator. Highlights:

- Reported that CCC census was up to 114

FINANCE REPORT (*Finance*)

Bob Tyk, Chief Financial Officer. No comments.

MARKETING REPORT (*Growth*)

Joe Ruddon, Marketing/Business Development Director. Highlights:

- Presentation: new image campaign – Doctors' Image Campaign for 2012-2015 Strategic Plan Initiative. Critical issue is image enhancement; marketing has developed a medical staff promotion plan
- Objectives included promoting awareness of our local doctors and service lines and to present a "face" to service lines through our doctors
- Features emergency services, cardiology, surgical services, and internal medicine/nursing staff
- Director Hoffman asked for also having a community enhancement program, and Mr. Ruddon reported he is working on this also.



BOARD CALENDARS:

- Governance has been moved to August 28, 2 pm
- EPC meetings will be determined once Director Cole has her work schedule
- Finance Committee has gone back to regular committee meetings instead of full Board meetings

Items for Next Board Agenda:

- Audit – will go to Finance Committee in September
- Management Internship Program – Director Cole asked that this program is developed for new managers

DIRECTORS COMMENTS:

Director Avels – congratulations on mental health program, thanks to Foundation for their work

Director Cole – reminded Board that on September 3, a Cedars Sinai physician is making a presentation to HDMC

Director Hoffman – congratulations to Ms. McCann for the new mental health program, congratulations to Ms. Robin Raymond on the scholarship, and congratulations to the OB department on BETA honor

Director Cooper – thanks to Ms. McCann and Joe Ruddon

Director Swella – no comments

CLOSED SESSION – 7:25 PM

ADJOURNMENT TO CLOSED SESSION AND CLOSED SESSION REPORT – 7:40 PM

- Pursuant to section 32155 of the Health and Safety Code
Report Involving Quality Assurance Matters
- Pursuant to section 32106 of the Health and Safety Code
Report Involving Trade Secret
Estimated date of public disclosure: September 2013
- Pursuant to Government Code section 54956.9(b)(1) – Potential Litigation (1 case)

The Board of Directors met in closed session to receive information on a quality matter, and a trade secret matter, and a litigation issue.

ADJOURNMENT:

On motion duly made and seconded Director Cole adjourned the meeting at 7:45 pm.

Minutes recorded by A. Walton, Board Clerk



Korina Cole, President, Board of Directors



Dianne Swella, DC, Board Secretary



Service Quality People Finance Growth



MINUTES
HI-DESERT MEMORIAL HEALTH CARE DISTRICT
SPECIAL

BOARD OF DIRECTORS MEETING

Strategic Leadership

August 14, 2013 at 9:00 a.m.

*Administrative Office of the Chief Executive Officer
6601 White Feather Road, Joshua Tree, CA 92252
760-366-6262*

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IN ATTENDANCE:

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Director Avels, Vice President
Director Hoffman, Treasurer
Director Swella, Secretary
Director Cooper, Member-at-Large
Lionel Chadwick, CEO
Angela Walton, Board Clerk

CALL TO ORDER – 9:00 am

PUBLIC COMMENTS

There were no public comments.

▶▶ Indicates an agenda item to be considered for action by the Board of Directors.

APPROVAL OF MEETING AGENDA – The agenda was approved as presented.

ADJOURNMENT - CLOSED MEETING – 9:00 am

- Pursuant to section 32106 of the Government Health and Safety Code
Conference involving trade secret matter- strategic concerns

ADJOURNMENT- OPEN SESSION & CLOSED SESSION REPORT –10:45 am

CLOSED SESSION REPORT:

In closed session, the Board received and discussed information regarding a trade secret matter. The Board took no action at this time.

DIRECTORS' COMMENTS

Director Cole: no comment

Director Avels: no comment

Director Hoffman: no comment

Director Swella: no comment

Director Cooper: no comment

ADJOURNMENT –10:46 am

Minutes recorded by A. Walton, Board Clerk



Korina Cole, President, Board of Directors



Dianne Swella, DC, Board Secretary

