



Hi-Desert Memorial Health Care District dba  
**Morongo Basin Healthcare District**  
**BOARD OF DIRECTORS REGULAR MEETING MINUTES**

**July 14, 2016 at 5:30 p.m.**

*Convened at the District Offices*

*6530 La Contenta Road, Suite 100, Yucca Valley CA 92284*

*760.820.9229*

- **Mission Statement:** *To improve the health and wellness of the communities we serve.*
- **Vision:** *A healthy Morongo Basin.*
- **Core Values:** *Commitment, Collaboration, Accountability, Dignity, Integrity.*

Board of Directors:

- Director Sullivan, President
- Director Doyle, Vice President
- Director Cooper, Secretary
- Director Hoffman, Treasurer

Administrative Staff:

- Jackie Combs, CEO
- Karen Graley, Board Clerk
- Patricia White, Controller
- Joe Ruddon, Director Business Operations

Media:

- None present

Guests:

- Mara Cantello, CHC Governing Board
- Dianne Greenhouse
- Bob Armstrong and guest

**CALL TO ORDER**

Director Sullivan called the meeting to order at 5:32 p.m.

**ROLL CALL**

Karen Graley, Board Clerk, conducted roll call:

- Director Sullivan: present
- Director Doyle: present
- Director Cooper: present
- Director Hoffman: present
- Director Avels: not present

**OBSERVANCES**

Director Doyle the mission, vision and core value statements.

Director Hoffman lead the assembly in the pledge to the American flag.

**APPROVAL OF MEETING AGENDA**

**Motion 16-38:** Director Hoffman motioned to approve the meeting agenda as presented; motion was seconded by Director Doyle; motion passed by unanimous vote. It was noted that the scheduled presentation by Healthy Generations was changed to the first meeting in August.

## APPROVAL OF CONSENT AGENDA

The Consent Agenda presented the following items for approval:

- Minutes: Regular Meeting of the Board of Directors, June 23, 2016
- Policy LD-208: Levels of Authorization (revised) - This policy was pulled from the consent agenda for discussion. There were no changes made to the policy.
- Policy HR-228: Benefits Eligibility (revised)
- Policy HR-250: Leave of Absence (revised)
- Policy HR-252: Personnel Action Form (PAF) Processing (revised)
- Policy HR-265: New Employee Processing (revised)
- Policy HR-288: Per Diem Agreement (new)

**Motion 16-39:** Director Doyle motioned to approve the consent agenda as presented without LD-208; motion seconded by Director Hoffman;

Policy LD-208 was discussed; no changes were made to the policy. Director Doyle amended the motion to approve LD-208; Director Hoffman amended his second; motion passed by unanimous vote.

## REPORTS

### HI-DESERT FAMILY HEALTH CLINICS, *Nora Maughan, executive director*

Ms. Maughan is at a conference and could not attend the meeting. Her report was presented in the packet under Tab 2. Ms. Combs responded to Director Hoffman's inquiry about the recently approved Medi-Cal rate; Ms. Combs advised that the new rate remained at the interim rate.

### MORONGO BASIN HEALTHCARE DISTRICT UPDATE, *Jackie Combs, CEO*

Ms. Combs referred the Directors to Tab 3 in the agenda packet and provided the following additional information:

- Paid Time Off Policy: After the revised policy had been approved, it became apparent that additional research was required to roll out the proposed changes. Staff has not implemented the policy and is revising it to achieve a simpler equation for PTO accrual. This policy will return to the board for approval of the revision.
- Audit: Ms. White is preparing for the year end audit. After discussion with the auditor, it was agreed that the audit will be delayed until October so there is adequate time to prepare for the audit.
- Contract: The FG Creative contract for marketing services has been terminated; a new contract is in place with Andrea Carter for a lesser fee.
- Radio: Copper Mountain Broadcasting company met with Ms. Combs and Ms. Graley. The standard radio advertising has been expanded to include three stations: Z107fm, KKCM and KXCM.
- 2016 Election: Ms. Graley reported on the County webinar she attended hosted by the San Bernardino County Registrar of Voters Election Office. The District office will issue candidate documents; the filing period is July 18 through August 12.
- Community Needs Assessment: Mr. Ruddon spoke with HARC and other vendors to explore options; the process is pricey. Trish Gehrien of the Clinton Foundation invited staff to a presentation by the County; staff is exploring options, there is no recommendation at this time.

- Financial Audit: Ms. Combs advised the Directors that temporary staff has been hired to assist with the audit preparation.

### CALENDAR REVIEW AND COORDINATION

The calendars for the Board of Directors was reviewed and coordinated:

- Special meeting: Thursday, July 21 at 5:45 p.m.
- Regular meeting: Thursday, July 28 at 5:30 p.m.

### FUTURE AGENDA ITEMS

- CEO evaluation delivery
- Healthy Generations presentation, August 11

### DIRECTOR COMMENTS

- Director Cooper: Thanked staff for their report and great work.
- Director Hoffman: No comment.
- Director Doyle: Thanked staff again for their diligence and budget awareness in reducing costs; thanked staff for updating the policies.
- Director Sullivan: Thanked the guests for being present. Complimented staff for having an awareness for cost saving.

### OPEN SESSION ADJOURNED

Director Sullivan adjourned the open session at 6:30 p.m.

### CONVENE TO CLOSED SESSION

The Board of Directors convened at 6:45 p.m. to Closed Session pursuant to:

- Government Code section 32106 of the Health and Safety Code: Report involving Trade Secret. Estimated date of public disclosure is projected to September, 2016.
- Pursuant to Government Code section 32106 of the Health and Safety Code: Report involving Quality.
- Pursuant to Government Code section 54957 of the Health and Safety Code: Employee Performance Evaluation – Chief Executive Officer


### RECONVENE TO OPEN SESSION

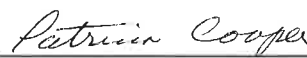
The Board of Directors reconvened to Open Session at 8:23 p.m. Director Sullivan directed Staff to reconvene another close session to finalize the CEO evaluation.

### MEETING ADJOURNMENT

Director Sullivan adjourned the meeting at 8:25 p.m.

*Board meeting minutes recorded by K. Graley, Board Clerk.*

  
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Joseph Sullivan, President

  
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Patricia Cooper, Secretary