



Hi-Desert Memorial Health Care District dba
Morongo Basin Healthcare District
BOARD OF DIRECTORS REGULAR MEETING MINUTES
February 9, 2017 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 Doyle, President
- Director Armstrong, Vice President
- Director Sullivan, Secretary
- Director Hoffman, Treasurer
- Director Markle-Greenhouse

Administrative Staff:

- Jackie Combs, CEO
- Karen Graley, Board Clerk
- P.K. White, Controller
- Joe Ruddon, Director Business Development
- Cindy Schmall, Director Operations

Guests:

- Martie Avels, past board member and family
- Pat Cooper, past board member
- Cindy Dietz, IT Manager, Morongo Basin Community Health Center

CALL TO ORDER

Director Doyle called the meeting to order at 5:30 p.m.

ROLL CALL

Karen Graley, Board Clerk, conducted roll call:

- Director Doyle: present
- Director Armstrong: present
- Director Hoffman: present
- Director Sullivan: present
- Director Greenhouse: present

OBSERVANCES

Director Sullivan read the mission, vision and core value statements.

Director Armstrong led the assembly in the pledge to the American flag.

APPROVAL OF MEETING AGENDA

Motion 17-13: Director Sullivan motioned to approve the meeting agenda as presented; motion was seconded by Director Hoffman; motion passed by unanimous vote.

RECOGNITION AND PRESENTATION

The Board of Directors recognized Martie Avels and Pat Cooper in appreciation of their many years of service on the District's board.

Director Doyle spoke to each of their service histories to the healthcare District and thanked them for their leadership during the difficult issues facing the board over the years. A framed certificate and gift was presented to memorialize their years of service.



Ms. Avels thanked the board and staff. “We’ve accomplished so very much and I can leave with confidence knowing that the District is in good hands. I came to the District 36 years ago and fell in love with hospital. Wing three and the Continuing Care Center hadn’t even opened yet. We remodeled the ER and opened the OB, and then I quit. I’m dedicated to our local healthcare. Congratulations. I really respect what you are doing and know that you make a difference.”

Ms. Cooper also thanked the board and staff. “Eight years of serving on the board has brought lots of change; it was a different picture back then. Working with you has been a pleasant experience these last two years. Thank you.”

APPROVAL OF CONSENT AGENDA

The Consent Agenda presented the following items for approval:

- Minutes: Regular Meeting of the Board of Directors, January 23, 2017
- Policy: LD-215 Capital Expenditures (*revised*)
- Policy: IM-214 Health Care Information System (HCIS) Security Agreement (*revised*)
- Policy: IM-231 Device Management (*revised*)

Motion 17-14: Director Hoffman motioned to approve the consent agenda as presented; motion seconded by Director Greenhouse; motion passed by unanimous vote.

REPORTS

ACHD CONFERENCE REPORT, Directors Doyle and Sullivan

Directors Doyle and Sullivan attended the ACHD Conference this past weekend.

Director Sullivan: I was very impressed by the excellence of this organization; their management team is organized and highly motivated. 150 representatives attended the conference. Every presentation was well worth the time and was pertinent to district issues. I’d like to see us become more active with this organization and be certified by them for best practices. Perhaps assign such a task to the immediate past president to keep abreast of the latest news. In dialogue with other healthcare districts, many were surprised that MBHD has a strategic plan and that we are moving forward and growing; that we are active in the community. It was a terrific conference; more are coming up and I encourage the board to attend.

Director Doyle: I reiterate that it was a great conference. Topics included BETA/ALPHA update; legislation and certification, (Jackie Combs will be receiving a resource binder for certification), website resources, how to develop and support new board members, the Brown Act, ethics training, Form 700 compliance, public sector finances, and more. The Little Hoover Commission, a state commission, is reviewing healthcare districts. We can expect their report in spring which may or not impact us. There were presentations from LAFCO and California LAFCO, a watch dog agency to identify wasteful duplication of services. Of note was best practices messaging about board culture and strategic governance with recommendations. One consideration from the conference was rearrange the agenda order for regular business meetings. Another consideration is creating a vision and mission statement specific to the board.

Director Hoffman asked if they recommended that the financial reports be accepted by the board. He noted that the board receives the financial report but the minutes do not reflect that the board accepted the report. He requested that the topic be placed on the next agenda for discussion.



MORONGO BASIN HEALTHCARE DISTRICT UPDATE, Jackie Combs, CEO

Ms. Combs referred the Directors to Tab 2 in the agenda packet and provided the following additional information:

- Quality grant: The quality team has developed the “Hospital to Home Program” to follow clinic patients being discharged from the hospital and engage patients who do not have a primary physician upon hospital discharge. The goal is to help the patients manage their healthcare and chronic illnesses, prevent readmissions and visits to the emergency department. The other side of the grant addresses preventative care and how to get patients to follow up on their issues to prevent disease. Hi-Desert Medical Center (HDMC) is welcoming of the project and is working with our team.
- Unified Data Set (UDS): This is an annual report required by HRSA to provide patient data and trends. It is due in February and clinic staff have been focused on organizing the data. Director Doyle asked that this board be given the HRSA questions as an education component about HRSA.
- Transportation van: We have received the bill of sale from HDMC for the van. It is an “as is” purchase so staff will be “kicking the tires” and coordinating with HDMC staff for historical maintenance data, etc.
- HDMC Capital Report: Ms. Combs spoke with Scott Wartelle, CFO. He indicated that they are very close to presenting the capital document to the board.
- MBHD annual financial audit: The first draft of the audit was received tonight just before the meeting. Staff will review the report and coordinate a presentation to the board.

Director Hoffman requested that copies of the CHC committee meetings be included in the MBHD agenda packet.

STRATEGIC PLAN QUARTERLY UPDATE, Jackie Combs CEO

Ms. Combs presented a PowerPoint review in reporting the past quarter of activity.

GOAL 1: RESIDENTS OF THE MORONGO BASIN WILL BE ABLE TO MAKE HEALTHY LIFESTYLE CHOICES TO REDUCE OBESITY AND CHRONIC ILLNESSES.

- Take A Hike Program: as of November 36 clinic patients have used the program; the program will be rolled out to HDMC doctors in March; a new hiking guide is being printed.
- Partners in Wellness: We are exploring expanding community partnerships to make yoga, Tai-Chi and other forms of exercise more accessible.
- Bike trail from Morongo Valley to Twentynine Palms: Mr. Ruddon is now a member of the planning and implementation committee.
- Develop health opportunities: We are working with the City of Twentynine Palms and the Town of Yucca Valley to coordinate health opportunities, including our health fair and sponsoring February heart walks.
- Chronic illness: HRSA quality grant, as shared earlier this evening, fulfills this strategy.
- Patient education: The HRSA quality grant also presents opportunity through the Hospital to Home Program which can then be expanded to the broader community.



- Sexual health: We are still pursuing “Get Tested” in the Morongo Valley; focusing on beginning in the clinics and then targeting expanding the process to HDMC providers.
- Referral and support for HIV patients: We collaborate with County and promote their quarterly mobile van for screening patients in the Hi-Desert. Also, the Hep-C clinic is a resource for education and referrals.
- Senior care: HRSA quality grant focuses on preventive health; the wellness prevention site will include senior participation for strategic planning to break down barriers for seniors.

GOAL 2: RESIDENTS OF THE MORONGO BASIN WILL HAVE ACCESS TO QUALITY HEALTHCARE.

- Dental: The Yucca Valley dental office is now caring for patients.
- Cancer screening: cancer information is being provided at the health fairs.

GOAL 3: RESIDENTS OF THE MORONGO BASIN WHO NEED ASSISTANCE WITH NON-EMERGENT MEDICAL TRANSPORTATION WILL HAVE ACCESS TO LOW AND NO-COST TRANSPORTATION SERVICES.

- Grants: We are not applying for a capital grant but instead chose to pursue the operational grant from the same source.
- Collaboration: We dialogue with MBTA and Reach Out Morongo Basin to explore partnerships and collaboration for comprehensive transportation of patients.
- Other sources of funding: monies were received from a TAG grant and the HDMC auxiliary.

DISCUSSION

THE EFFECT OF CHANGING FEDERAL POLICY ON THE HEALTHCARE DISTRICT

Director Doyle introduced the topic for discussion. We know there will be changes in the federal regulations and perhaps state healthcare policies. She wanted to begin thinking strategically about those changes.

Ms. Combs stated she is registered on several list-serve sites which indicate that change is a process but nothing is has been identified for immediate change. She keeps abreast of the issues to consider impact on clinics. If Medi-Cal is trimmed, more patients may apply for the sliding fee scale option.

Director Doyle suggested that one of the board members could engage our Congressman in dialogue.

Director Sullivan noted that when the Affordable Care Act was enacted, there was no indication of a roll-out or an announcement to facilitate preparation. Director Sullivan made the point that we have no way of knowing what the changes could be, and expecting the worst may not be practical as the program may be changed in a favorable way. Change is inevitable but it isn't necessarily bad change.

Director Doyle observed that no matter what change comes, it will affect us as a healthcare district.

Director Hoffman stated that whatever presents, we will roll with the punches and make the best of it. He recommended we identify potential scenarios with solutions.

ACTION ITEM

CAPITAL EXPENSE APPROVAL FOR ROOF REPAIR, *Cindy Schmall, Director of Operations*

Ms. Schmall presented a PowerPoint review to define the issues at 58383 Twentynine Palms Hwy, Yucca Valley, commonly referred to as the Clinic Admin Building.

- The building has issue with water during heavy rains, accumulating on the patio area around the building, causing staining and stucco cracking. There has been some minimal leakage to the interior with staining of ceiling tiles.
- All three companies declared the patio cover was a bad design and not suitable to direct collecting water. Internal gutters were not commercial grade and penetrating screws allowed leakage. Surrounding cracks in the stucco allows leakage during significant rain. There is also stucco damage not related to the water damage.
- Three vendors bid the project.
 - Tremco, Inc. is out of Ontario and presented six options ranging from \$29,200 to \$96,400; their proposal includes stucco repair.
 - Elite Roofing: a local vendor, provided two options ranging from \$41,000 to \$34,500. Neither of his quotes include stucco repair.
 - Winters Roofing: This contractor stated he thought the roof is in good shape and has another five years; and that the compromise is specific to the improper installation of the HVAC units and the interior gutters. His quote for \$15,000 included removal of the interior guttering, correcting the HVAC and other compromised areas and repair of the stucco.
- There was discussion about the unforeseen event of finding mold. The board proposes that we investigate mold before proceeding with the roofing project.
- Discussion about the options presented. Director Armstrong recommended having a general contractor bid the entire structure: stucco, roof, etc. When asked, Staff recommended choosing the lowest bid to solve the lower deck issue where the problems originate and then make a comprehensive capital budget to address the many issues needing attention, such as the stucco throughout and the parking lot. Director Doyle said she prefers keeping the money local. Director Armstrong suggested that Winters certify the entire roof and cover it under the proposed 5-year warranty.
- Jackie clarified the mold testing target the lower deck flashing.

Motion 17-15: Motion by Director Hoffman, second by Director Sullivan, to table the motion and wait for a solid recommendation from staff; ask the vendors to certify the roof as part of their bid; and get a mold assessment; motion passed by unanimous vote.

CALENDAR REVIEW AND COORDINATION

The calendars for the Board of Directors were reviewed and coordinated.

- Foundation meeting on February 16 will be rescheduled to Wednesday, February 22.

DIRECTOR COMMENTS

- Director Greenhouse: Thank you for all the information tonight.
- Director Sullivan: I have no more comments.
- Director Hoffman: I'm pleased we were able to recognize Martie and Pat for their significant contribution to the District.



- Director Armstrong: No comment.
- Director Doyle: Thank you Jackie and Cindy for your comprehensive reports. We need to remember that what we do every day is take care of the healthcare needs of the community.


MEETING ADJOURNMENT

Director Doyle adjourned the meeting at 7:29 p.m.

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



Marge Doyle, President



Joseph Sullivan, Secretary