



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

April 27, 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 Markle-Greenhouse

Administrative Staff:

- Jackie Combs, CEO
- Karen Graley, Board Clerk
- P.K. White, Controller
- Joe Rudson, Director Business Development

Guests:

- Ron Stewart, Executive Director, MBCHC
- Mara Cantelo, board member, MBCHC
- Karen Faulis, CEO, Hi-Desert Medical Center
- Michele Finney, CEO, Desert Regional Medical Center
- Stan Helgesen, President, HDMC Auxiliary

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: not present
- Director Sullivan: present
- Director Greenhouse: present

OBSERVANCES

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

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

Director Doyle introduced guests Michele Finney, CEO, Desert Regional Medical Center; and Karen Faulis, CEO, Hi-Desert Medical Center.

APPROVAL OF MEETING AGENDA

Motion 17-33: Director Sullivan motioned to approve the meeting agenda with the correction of “Litigation Report” to “Legislative Report”; motion was seconded by Director Greenhouse; motion passed by unanimous vote.



APPROVAL OF CONSENT AGENDA

The Consent Agenda presented the following items for approval:

- Minutes: Regular meeting of the Board of Directors, April 11, 2017
- Human Resource Policy & Procedure Manual (*table of contents*)

Motion 17-34: Director Greenhouse motioned to approve the consent agenda as presented; motion seconded by Director Sullivan; motion passed by unanimous vote.

PRESENTATION

WOW AWARD – *Joe Ruddon, Director of Business Development & Transportation*

Mr. Ruddon introduced Tom Harbour and read the nomination as submitted by a colleague. Mr. Harbour is a LIFT Transportation driver and returned to work to assist a patient in distress. Ultimately, the patient was admitted to the hospital and with Mr. Harbour's intervention, did not follow his usual pattern of leaving the facility against medical advice but remained there for live-saving medical treatment.

REPORTS

ACHD LEGISLATIVE CONFERENCE REPORT, *Director Markel-Greenhouse*

Director Greenhouse spent two days in Sacramento at the ACHD Legislative Conference. She had opportunity to share with other healthcare districts the Take A Hike and LIFT Transportation programs; they were impressed and very interested in similar opportunities for their districts.

Director Greenhouse gave an overview of the conference which included: information on Assembly Bill 1728: creating and maintaining a District website; grant policies, key strategic goals to enhance relationships with local commissions; educating policy makers and stakeholders about the role of the healthcare district in the community; the undercurrent of uncertainty in healthcare and the continuation of established programs that make a difference in the local community.

One of the goals for legislation day was to bring the message of healthcare to the legislatures and to leave a lasting impression with them. As special districts, we have a public value and responsibility to champion community needs such as transportation barriers and a rural population without resources and access to healthcare. It was noted that healthcare districts are part of a larger system that is shifting focus to prevention, health and wellness.

Director Greenhouse said, "It was enlightening and I learned a lot. We deserve a pat on the back for how well we are serving the residents of our District."

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

Ms. Combs updated the Board of Directors with the following verbal report:

- The immediate focus of staff has been preparing for the HRSA survey and the upcoming budget process. Cindy Schmall left for a brief vacation having completed the audit and conversion of human resource policies that were presented tonight in the consent agenda; Joe Ruddon has been working weekends with the multiple special events in the community and preparing for the health fair.
- The health fair has more than 35 vendors signed up to present resources and services to the community.
- The HRSA survey will include three surveyors covering clinical, financial and governance board; the lead surveyor will not be on site, his part of the survey will be implemented remotely



using Skype. Requested documents have been forwarded in advance. Skype will be set up in the health center admin conference room for survey introduction and exit, and for lunch with the governance board in the District's boardroom.

- Due to Staff's focus on survey preparation, some requested board items have been delayed, such as the roof project, and research on whether or not a resolution was required for certain board action.
- The expanded scope of service for Airway has been approved. Plan to open new site with pain management and behavioral health in June.

Director Armstrong inquired about the Airway HOA stipulation about competition within the facility; all conditions have been met and we are not in competition with existing neighbors.

Director Doyle inquired about our behavioral health program. Ms. Combs stated that the health center has a psychologist, therapist, and an intern student who provide services. A psychiatrist and psychiatric assistant supplement services.

FINANCIAL REPORT – MARCH 2017, Patricia White, Controller

Ms. White directed the board's attention to the printed report presented in the Agenda packet.

DISTRICT:

- **REVENUE:** March had some extraordinary events relative to the closed year. Historically we have shown all revenue on page 1. In the future, non-operating items, such as current transactions related to closed years, will be pulled out of current revenue and reported separately. In this report, the YTD total included \$846,000 that was related to old business. Otherwise, revenue was normal and as projected.
- **EXPENSES:** March had the most working days so far this year. Even though we accrue for pay periods, actual working days can skew the flow. Otherwise, expenses were in line with budget.
- Previous operating year expenses shown on line 5789 for \$290,409 was for Medi-Cal reimbursement. Because of the Medi-Cal adjustments for past years, the net income shows a loss rather than a gain.

TRANSPORTATION:

- March included vehicle repairs. The new LIFT van is up and running and has already traveled 9,000 miles.
- Director Doyle asked if it would be better to spread the expense allocations monthly; Ms. White stated that the grant guidelines require submission of expenses as incurred.
- Director Armstrong requested a line graph for miles driven each month.

HEALTH CENTER:

- March billing activity has improved and contractual adjustments are now reflected in the data. Bottom line for March is less than projected but, nine months into the year, we are at almost \$900,000 net income.
- The billing team continues to monitor and refine the billing process. The error rate from initial entry is less than 3%.



- Patient visits were presented in graph form; board preference is for the line graph over the bar graph.
- Director Doyle observed that mid-summer patient volumes decrease but then begins to increase in January.

CONSOLIDATED REPORT:

- Overall the District is in a good place.
- Director Armstrong asked for clarification on variables. Ms. Combs stated that the variable in question is the result of how the budget was configured. Next year's budget will be more in line with traditional structure, including District overhead in support of the health centers (i.e. human resources, marketing, insurances, etc.).

INVESTMENTS:

- Ms. White presented the report. Director Armstrong asked about the -\$300,000; the majority was for the Medi-Cal reimbursement.

ACTION ITEMS:

- Motion 17-35: Motion by Director Sullivan, second by Director Armstrong to accept the financial report as presented; motion passed unanimously.

CALENDAR REVIEW AND COORDINATION

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

- Director Armstrong spoke of the importance to keep the board meetings on the stated schedule of meetings so the public can plan to attend.

AGENDA

- Budget
- CEO evaluation – structuring the process (closed session)

DIRECTOR COMMENTS

- Director Greenhouse: Thanked Karen Faulis for hosting the volunteer recognition event at HDMC and congratulated Stan Helgesen on his personal accumulated hours as an Auxilian.
- Director Sullivan: No comments.
- Director Armstrong: Asked Ms. Faulis if the hospital has a citizen's committee to promote a positive public perception. She stated that HDMC tracks public perception through CMS mandated in-patient surveys, and that Tenet does additional surveys to out-patient departments. Additionally, HDMC is in the process of identifying former patients to serve on a patient advisory council
- Director Doyle: Thanked Ms. Faulis and Ms. Finney for attending the board meeting and expressed her appreciation for the collaboration between the healthcare District and HDMC. Congratulations to our WOW recipient, Tom Harbour, for actually saving a patient's life. Kudos to Joe Ruddon and his transportation team.

MEETING TRANSITION

The public portion of the meeting adjourned at 6:35 p.m.



The closed session was convened at 6:40 p.m.

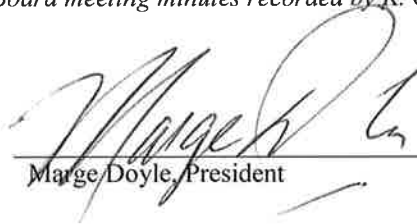
- Pursuant to Government Code section 32106 of the Health and Safety Code: Report involving Trade Secret. Estimated date of public disclosure is projected to June, 2017.

MEETING RECONVENED TO OPEN SESSION at 7:35 to receive Closed Session report. Director Doyle reported that Staff was directed to continue to pursue new business related to the health center and report back with an update as appropriate.

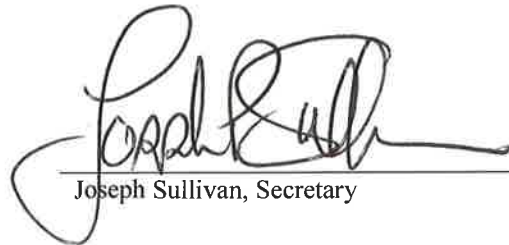
MEETING ADJOURNMENT

Director Doyle adjourned the meeting at 7:38 p.m.

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



Marge Doyle, President



Joseph Sullivan, Secretary