



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

June 22, 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 Facilities
- Ron Stewart, Executive Director, MBCHC

Guests:

- Jenna Hunt, Desert Trail

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 Armstrong read the mission, vision and core value statements.

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

PUBLIC COMMENT

There was no public comment.

APPROVAL OF MEETING AGENDA

Motion 17-48: Director Hoffman motioned to approve the meeting agenda as presented; motion was seconded by Director Armstrong; 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, May 25, 2017



Motion 17-49: Director Hoffman motioned to approve the consent agenda as presented; motion seconded by Director Sullivan; motion passed by unanimous vote.

REPORTS

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

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

- Tomorrow, she and Joe Ruddon are meeting with Western University regarding the residency program for family practice. The program target goal is July 2018, if not then July 2019. This meeting will start the process to launch the program. In attendance will be representatives from Western University, HDMC, DRMC and MBHD.
- 340B Pharmacy Program: pharmacy contract and policies have been submitted to HRSA following the survey process, and where accepted.
- Stephanie Eigner has been hired as the clinical manager for the Yucca Valley office.
- The Needs Assessment document is nearly finished and should be presented mid-July. Dr. Penner is scheduled to present at the August 10 meeting.
- Joe Ruddon and Ms. Combs met with Tom Baumgardner regarding the District's strategic plan and the potential opportunities to partner with the school district to benefit the community.

FINANCIAL REPORT – MAY 2017, *Patricia White, Controller*

Ms. White directed the board's attention to the printed report presented in the Agenda packet. The attached Controller's Report states the most significant components for the month.

DISTRICT:

- **REVENUE:** Revenues for the month of May showed no significant variance from budget.
- **EXPENSES:**
 - ♦ Expenses in May included typical variances for fiscal year-end trends, specifically in salary and wages, supplies, leases and insurance.
 - ♦ Line 5470 shows an Elections Office fee of \$15,068 posted to Other Purchased Services for the November 8, 2016 election process; the District had three seats open.
 - ♦ Line 5776 shows district advertising; Manifest contract requires one more issue of Your Health Partner to fulfill the contract.
 - ♦ \$17,194 was paid to HDMC for a CMS "take-back" from the closed years of hospital operations during 2010 through 2015.

TRANSPORTATION:

- Revenue reflects the current status between-grant-cycles activity. Expenses exceed budget, most significantly in the supplies account due to a decal wrap for a vehicle. (line 5340)
- Revenue shows a \$510 donation from the women's guild, Fraternity of Eagles, Twentynine Palms.
- A bar graph was presented showing all one-way trips and health center revenue generation related to transportation services for the 2017 calendar year. Director Hoffman requested Staff consider allocating some of the clinic revenue to the transportation program to offset the debt for sustainability. General consensus of the board that Director Hoffman and P.K. White work on the project. Director Armstrong asked what it costs, per mile, to operate the



vans. Mr. Ruddon stated that the LIFT program is the only transport within the Morongo Basin that does not charge and is specific to medical appointments. MBTA has a program, but does not travel to Wonder Valley.

HEALTH CENTER:

- Financials for May have not been reviewed by the MBCHC Finance Committee and will be presented to the MBHD board of directors at their next business meeting.

INVESTMENTS:

- Ms. White presented the report and stated that May was a good month.

ACTION ITEMS:

Acceptance of the Financial Report

- **Motion 17-50:** Motion by Director Hoffman, second by Director Greenhouse 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 confirmed that he will be attending the MBCHC governance board meeting on June 27.

NEXT AGENDA

- Approval of Capital budget
- Procurement policy - draft review
- Ami Davis, Drug and Alcohol Specialist, presentation
- Recognition of the Town of Yucca Valley and City of Twentynine Palms participation in the health fair
- WOW Award

DIRECTOR COMMENTS

- Director Greenhouse: Thanked Staff for their reports and for making them so understandable
- Director Hoffman: Director Hoffman challenged Jenna Hunt, Desert Trail, to help the District communicate the issues surrounding the transportation program. He stated that he believed the community could support this needed program through donations to the District's Foundation and purchase a van.
- Director Sullivan: "We've been holding a series of meeting to evaluate our CEO, we're very close to being finished with the process."
- Director Armstrong: Thanked Jenna Hunt for attending tonight.
- Director Doyle: Thanked Jenna Hunt, stating it is always good to have the press at the District meetings. "We serve the public and take that very seriously, and appreciate your reporting." Director Doyle stated she is extraordinarily excited about the residency program because it can change healthcare in our communities; thank you Jackie and Joe.

MEETING TRANSITION

The public portion of the meeting adjourned at 6:25 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 August, 2017.
- Pursuant to Government Code section 54957 of the Health and Safety Code: Employee Performance Evaluation: Chief Executive Officer.

MEETING RECONVENED TO OPEN SESSION at 6:50 p.m. to receive Closed Session report.

Director Doyle reported:


- Trade Secret: Staff were directed to continue the process related to the Trade Secret topic.
- Employee Performance Evaluation: Board Clerk to call a special meeting on June 28 at 4:00 p.m. to finish the CEO evaluation.

MEETING ADJOURNMENT

Director Doyle adjourned the meeting at 8:15 p.m.

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


Marge Doyle, President


Joseph Sullivan, Secretary