

Hi-Desert Memorial Health Care District dba
Morongo Basin Healthcare District
BOARD OF DIRECTORS REGULAR MEETING MINUTES
January 9, 2020 at 6:00 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 Armstrong, President
- Director Doyle, Vice President
- Director Markle-Greenhouse, Secretary
- Director Sullivan, Treasurer
- Director Evans

Guests:

- Paul Hoffman, CHC board member
- Pat Cooper, CHC board member
- Beverly Scott, CHC board member
- Earnest Figueroa, Z107fm, media
- Jenna Hunt, Hi-Desert Star, media
- Linda Evans, Chief Strategy Officer, Desert Market, Tenet

Administrative Staff:

- Jackie Combs, CEO
- Karen Graley, Board Clerk
- Debbie Anderson, Controller
- Joe Ruddon, Director Business Development
- Cindy Schmall, Director Operations
- Michelle Zaccaria, Manager Performance Improvement
- Denise Gesserman, CHC dental assistant
- Dorit Alani, PHD, CHC psychologist/provider
- Priscilla Campos, MD, CHC family practice provider

CALL TO ORDER

Director Armstrong called the meeting to order at 6:06 p.m.

ROLL CALL

Karen Graley, Board Clerk, conducted roll call and declared a quorum.

OBSERVANCES

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

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

PUBLIC COMMENT

None presented

APPROVAL OF MEETING AGENDA

Motion 20-01: Director Sullivan motioned to approve the meeting agenda as presented; 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, December 5, 2019

Motion 20-02: Director Doyle motioned to approve the consent agenda as presented; motion seconded by Director Evans; motion passed.



ACTION ITEM:

ELECTION OF BOARD OFFICERS – *Karen Graley, Board Clerk*

Director Armstrong turned the meeting over to Board Clerk, Karen Graley who opened the floor for nomination of officers for the Board of Directors and conducted the election process.

Motion 20-03: Director Evans nominated Director Greenhouse for President of the Board of Directors; the nomination was declined. Motion by Director Greenhouse to nominate Director Doyle as President of the Board of Directors; seconded by Director Sullivan; no other nominations or discussion were presented. Ms. Graley called for the vote; the motion passed by unanimous vote; Director Doyle was elected President of the Board of Directors.

Motion 20-04: Motion by Director Doyle to nominate Director Greenhouse for Vice President of the Board of Directors; seconded by Director Evans; no other nominations or discussion were presented. Ms. Graley called for the vote; the motion passed by unanimous vote; Director Greenhouse was elected Vice President of the Board of Directors.

Motion 20-05: Motion by Director Armstrong to nominate Director Evans for Secretary of the Board of Directors; seconded by Director Doyle; no other nominations or discussion were presented. Ms. Graley called for the vote; the motion passed by unanimous vote; Director Evans was elected Secretary of the Board of Directors.

Motion 20-06: Motion by Director Doyle to nominate Director Armstrong for Treasurer of the Board of Directors; seconded by Director Greenhouse; no other nominations or discussion were presented. Ms. Graley called for the vote; the motion passed by unanimous vote; Director Armstrong was elected Treasurer of the Board of Directors.

Director Sullivan will serve on the Board of Directors as “Member at Large.”

Ms. Graley declared a successful election of officers. Director Armstrong passed the gavel to Director Doyle who moved forward with the meeting.

APPOINTMENT OF DISTRICT BOARD MEMBERS TO THE CHC GOVERNING BOARD

Director Doyle opened the floor for nomination of two Directors to sit on the Community Health Center Governing Board. There was discussion resulting in Director Sullivan nominating Director Greenhouse and Director Armstrong nominating Director Evans to fill the two vacant seats.

Motion 20-07: Motion by Director Sullivan to appoint Directors Evans and Greenhouse to sit on the CHC Governing Board; seconded by Director Armstrong; motion passed by unanimous vote.

REPORTS

FINANCIAL REPORT – *Presented by Debbie Anderson, Controller*

Ms. Anderson reported that overall, the District showed a positive operating income; year to date (July 2019 – November 2019) was \$912,819 and the Change in Net Position for the same period was \$650,643.

- **Revenue:** overall operating income for November 2019 is 1% under budget, a dollar amount of \$(10,870). YTD operating income is 6% over budget, a dollar amount of \$277,500.



- ♦ District operational revenue for November 2019 is 12% over budget, a dollar amount of \$30,866. Rental income is higher than budget due to collection of monthly rent from another tenant that was not originally budgeted.
- ♦ Community Health Center revenue for November 2019 is 6% under budget, a dollar amount of \$(41,735). Patient services in November was under budget related to physician/provider vacation and providers not closing charts by end of month (due to being on vacation).
- Expense: overall monthly operating expenses for November 2019 are 2% over budget, a dollar amount of \$(11,980). YTD operating expenses are 2% over budget, a dollar amount of \$(87,986).
 - ♦ District monthly operating expenses for November 2019 are 3% under budget, a dollar amount of \$4,957. YTD operating expenses are 3% under budget, a dollar amount of \$26,498.
 - ♦ Community Health Center operating expenses for November 2019 are 3% over budget, a dollar amount of \$(16,937). YTD operating expenses are 4% under budget, a dollar amount of \$(120,336).
- Net Income: November 2019 earnings before interest, taxes, depreciation and amortization (EBITDA) is 17% under budget, a dollar amount of \$(22,850).

Director Doyle asked about the loss of patient volume when providers leave on vacation versus the cost of hiring locums to fill the gap. CEO Jackie Combs explained that the vacations are typically one to two weeks in length; the timeframe to train a locums provider on the patient health record system for such a brief vacancy is not beneficial to the operations.

Motion 20-08: Director Armstrong motioned to accept the financial reports; motion seconded by Director Evans; motion passed by unanimous vote.

MORONGO BASIN HEALTHCARE DISTRICT UPDATE, Jackie Combs, CEO

Ms. Combs referred the Directors to Tab 3 of the agenda packet for her written report and provided additional information as follows:

- The Mobile Medical Unit will visit Morongo Valley Covington Park which is outside of the District boundaries but not outside of the HRSA grant service area. District's may provide services outside of established geographic boundaries if there is a benefit to the District.
- Pediatric services will open at Split Rock on January 20. There was a delay due to a code inspection with the City of 29 Palms.
- Ms. Combs introduced Michelle Zaccaria, who was hired as Manager of Performance Improvement; she also introduced other staff who attended this evenings meeting: doctors Ilani and Campos, and Denise Gesserman, dental assistant.
- She informed the Directors that current operational cash flow is good. The pending deposit from the lease to Tenet will be moved directly to investments.
- We have a new lighted sign on the 29 Palms clinic roof which makes the facility more visible when traveling west on Highway 62.
- The digital marketing campaign scheduled to launch February 1 was highlighted. The campaign will promote the new pediatric clinic at Split Rock.



CALENDAR REVIEW AND COORDINATION

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

- A special meeting of the Board to tour the La Contenta property was scheduled on the calendar. After discussion the meeting was moved to Saturday, February 22 at 3 p.m. The agenda will not present any action items.

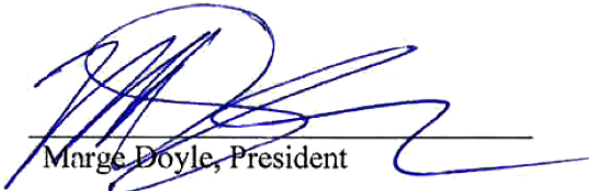
DIRECTOR COMMENTS

- Director Greenhouse: “Happy New Year to everyone; I appreciate all that staff does.”
- Director Doyle: “Great meeting. Thank you for your confidence in me to elect me as President of the Board. It was wonderful to have our two providers attending this evening. Our staff rocks, thank you all for being here. I want to offer a personal welcome to Michelle Zaccaria. And, again, it is so good to have the partnership with CHC board members.”
- Director Sullivan: “I’m pleased with the officer election outcomes; it’s nice that newer board members are stepping into the challenging roles. I like the idea of rotating Directors to serve the CHC governing board because of the opportunity to better understand the overall operations of the District.”
- Director Armstrong: He thanked board and staff for supporting him as President this past year. “It’s impressive when the finance report can identify the difference of one percent. Happy New Year to everyone. In November my mother needed medical care at HDMC. I personally want to thank Karen Faulis and Linda Evans for the great care she received. HDMC staff and doctors were incredible. I’m glad to report publically that our community is well taken care of by HDMC.”
- Director Evans: “I’m excited to serve on the CHC board; and welcome to staff who attended this evening’s meeting.”

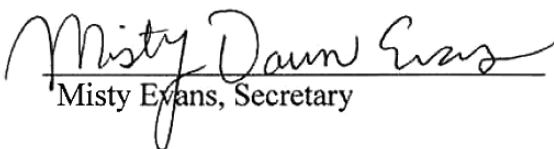
MEETING ADJOURNMENT

Director Doyle adjourned the meeting at 7:10 p.m.

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



Marge Doyle, President



Misty Dawn Evans
Misty Evans, Secretary