



Morongo Basin Health Care District
Community Health Center

GOVERNING BOARD MEETING

MINUTES of Thursday, January 13, 2022, 6:00 p.m.

- *Convened via GoToMeeting, an electronic, remote-site platform temporarily permitted as per the Executive Order issued by California's Governor in response to the COVID-19 pandemic. Additionally, a physical meeting convened on the District's campus at 6530 La Contenta Road, Yucca Valley, suite 700. A face mask is required while inside.*

Mission Statement: *To improve the health and wellness of the communities we serve.*

Vision Statement: *A healthy Morongo Basin.*

Core Values: *Commitment, Collaboration, Accountability, Dignity, Integrity*

PRESENT:

- Bryan Goldfarb (*remote*)
- Patricia "Pat" Cooper (*on-site*)
- Alejandro Penalva (*remote*)
- Cecelia St. Clair (*on-site*)
- Supinda Sirihekaphong (*on-site*)
- Denise Cullum (*not present*)
- Greg Brown (*on-site*)
- Debra Savitt (*remote*)
- Misty Evans (*remote*)

STAFF:

- Cindy Schmall, CEO (*on-site*)
- Karen Graley, Board Clerk (*remote*)
- Debbie Anderson, CFO (*on-site*)
- Ana Nunez, admin assist (*on-site*)
- Joe Ruddon, Director Business Development (*on-site*)
- Kathy Alkire, Senior Manager Quality Program (*on-site*)
- Angela Wilhite, Director Human Resources (*on-site*)

CALL TO ORDER: The meeting was called to order by Pat Cooper, Secretary of the board at 6:02 p.m.

ROLL CALL: Karen Graley, board clerk, conducted roll call and declared a quorum.

The agenda lists appointment of two board members from the District's Board of Directors. However, at the beginning of the meeting, the governing board did not have a quorum, and since the two District appointees were not yet seated, the meeting was at risk for lack of a quorum. Misty Evans, vacating Chairperson, joined the meeting by remote platform to provide a quorum for the business meeting but did not contribute to the business being conducted. Once the two District candidates were seated by board action, Misty Evans exited the meeting. There was no violation of the Brown Act.

OBSERVANCES:

- Pat Cooper led the assembly in the Pledge of Allegiance.
- Cecelia St. Clair read the mission and vision statements.

PUBLIC COMMENTS:

There were no public comments.

APPROVAL OF MEETING AGENDA:

Motion 22-01: There was a request to immediately move to the first action item, to seat the two District board members on the Governing Board so they could participate in business and discussion. There was no objection. Motion by Cecelia St. Clair to approve the meeting Agenda with the requested adjustment; motion seconded by Supinda Sirihekaphong; the motion passed by unanimous vote.

APPROVAL OF CHC CONSENT AGENDA:

Motion 22-02: Motion by Supinda Sirihekaphong, second by Cecelia St. Clair, to approve the Consent Agenda as presented; the motion passed by unanimous vote. There was no discussion.

- Minutes of the Governing Board regular business meeting dated December 9, 2021
- Re-ratify Governor Newsom’s proclamation of state of emergency and authorize remote teleconference meetings of the legislative body, CHC Governing Board.

PRESENTATION

OVERVIEW OF 2022-25 STRATEGIC PLAN – *Joe Ruddon, Director Business Development*

Mr. Ruddon provided a PowerPoint presentation showing the changes that staff made to the original strategic plan presented in June, 2021. He reviewed strategies and tactics. Board members asked questions throughout and engaged in discussion on some strategies. The plan will come back to the board for final approval in the February meeting.

ACTION ITEMS

APPROVE APPOINTMENT OF DISTRICT REPRESENTATION – *Cindy Schmall, CEO*

Pat Cooper thanked Misty Evans for her service on the CHC board before she terminated the electronic link to the meeting. Misty Evans thanked the board for the opportunity to serve on the Governing Board.

Ms. Schmall introduced the action item for discussion noting that this action was defined in the co-application agreement. The District board presented for consideration were Greg Brown and Debra Savitt to the CHC governing board.

- **Motion 22-03:** Motion by Cecelia St. Clair to accept the appointment of Greg Brown and Debra Savitt to the CHC governing board; second by Alejandro Penalva; motion passed by unanimous vote.

ELECTION OF BOARD OFFICERS – *Karen Graley, board clerk*

Board Clerk Karen Graley accepted the gavel and conducted the election of officers for this year. She opened the floor for nominations for Chairperson.

Supinda Sirihekaphong nominated Debra Savitt who declined the nomination. Debra Savitt nominated Supinda Sirihekaphong for the office; she also declined the nomination. Cecelia St. Clair nominated Greg Brown. No other nominations or discussion was presented. Nominations were closed.

- **Motion 22-04:** Motion by Cecelia St. Clair to elect Greg Brown as Chairperson of the CHC Governing Board; second by Debra Savitt; motion passed by unanimous vote.

Ms. Graley asked for nominations for the office of Vice Chairperson. Pat Cooper nominated herself. Supinda Sirihekaphong nominated Debra Savitt. No other nominations were presented. Nominations were closed. Since two names were under consideration, a roll call vote was used to secure the election:

- **Motion 22-05:** Motion by Greg Brown to elect Vice Chairperson of the CHC Governing Board by roll call vote; second by Cecelia St. Clair; motion passed by unanimous vote.

Greg Brown	Pat Cooper
Pat Cooper	Pat Cooper
Bryan Goldfarb	Pat Cooper
Alejandro Penalva	Pat Cooper
Debra Savitt	Supinda Sirihekaphong
Supinda Sirihekaphong	Pat Cooper
Cecelia St. Clair	Pat Cooper

Pat Cooper was elected to Vice Chairperson.

Ms. Graley asked for nominations for the position of Secretary of the Board. Supinda Sirihekaphong nominated Cecelia St. Clair; no other nominations were received. Ms. Graley called for the motion.

- **Motion 22-06:** Motion by Supinda Sirihekaphong to elect Cecelia St. Clair as Secretary of the CHC Governing Board; second by Pat Cooper; motion passed by unanimous vote.

Ms. Graley requested nomination for board treasurer. Supinda Sirihekaphong nominated Bryan Goldfarb as treasurer; no other nominations were offered. Nominations were closed.

- **Motion 22-07:** Motion by Supinda Sirihekaphong to elect Bryan Goldfarb as Treasurer of the CHC Governing Board; second by Debra Savitt; motion passed by unanimous vote.

There was considerable discussion about each office. Cindy Schmall provided clarification as to the responsibilities of each position.

Elected:

- Greg Brown, chairperson
- Pat Cooper, vice chairperson
- Cecelia St. Clair, secretary
- Bryan Goldfarb, treasurer

REVIEW AND APPROVE QUALITY PROGRAM – *Cindy Schmall, CEO*

Kathy Alkire introduced the Quality Assurance and Performance Improvement Plan as defined in policy CHC-QA-001. She noted that the plan was reviewed last year; however, based on her personal experience and current practices as Senior Manager of the Quality Program, changes were made to the policy. Rather than focusing on just collected data, the plan calls for a change in process to also focus on performance improvement. She reiterated the role of the CHC Governing Board as part of the quality and performance improvement plan; she will be providing quarterly updates to the board on program progress. The plan includes patient satisfaction.

Supinda Sirihekaphong asked if patient satisfaction data was available to the board. Cindy Schmall stated that an overview can be presented, but actual scripts are not available.

- **Motion 22-08:** Motion by Pat Cooper to approve the Quality Program, CHC-QA-001; second by Cecelia St. Clair; motion passed by unanimous vote.

REPORTS

FINANCE REPORT – *Debbie Anderson, CFO*

Ms. Anderson reported that the clinic financials for the month of November show a loss of **\$(230,921)** and the loss year to date is **\$(841,320)**. There was considerable discussion about how being closed for holidays and extended provider vacations impacted the bottom line; a similar restriction will reflect on the December financials. Cindy Schmall reiterated that clinic managers are scheduling strategically to minimize the impact of closed days. Ms. Anderson answered questions from several board members.

- **Motion 22-09:** Motion by Cecelia St. Clair to accept the finance report as presented; second by Pat Cooper; the motion passed by unanimous vote.

Cindy Schmall spoke to the impact of the holidays on the visit volume. November and December included clinic closure for holidays; 50% of staff were out for COVID-19 and employees exposed to the virus had to quarantine for five days.

She also reported that a pediatric nurse practitioner was hired; and we're waiting for Dr. Jack's (internal medicine) credential to conclude.

CEO REPORT – *Cindy Schmall, CEO*

Ms. Schmall referred the Board to Tab 5 of the agenda packet for her written report. She presented the following additional information:

- She recognized Joe Ruddon and Kathy Alkire for their exceptional work on the HIV/STI grant.
- She introduced Ana Nunez, administrative assistant who is training to be the new board clerk. She also introduced Angela Wilhite, new human resources director.
- She stated that the HRSA site survey is scheduled for February 22-24; the surveyors will look to meet with board members on an electronic platform.
- Supinda Sirihekaphong asked about the recruitment of behavioral health providers; Cindy Schmall said three firms were under consideration for adult and pediatric services.
- She reported that staff is recruiting patients who may be interested in serving on the CHC governing board to fill the two vacant seats. She is hoping to present candidates at February's regular business meeting.

BOARD CALENDAR:

- The board calendar was reviewed. Of note is the January 20 special meeting of the board of directors to appoint the vacant seat on the healthcare board.

ITEMS FOR NEXT MEETING AGENDA:

- Board member orientation in preparation for the survey
- Strategic plan approval

MEMBER COMMENTS:

- DENISE CULLUM: not present
- PAT COOPER: She thanked staff for the various reports.
- CECELIA ST. CLAIR: She said she appreciates the cooperative spirit of this board; presentations are always excellent and tonight was no exception.
- ALEJANDRO PENALVA: no comment.
- BRYAN GOLDFARB: He thanked staff for their hard work; and stated he feels better about the health center's financial position.
- SUPINDA SIRIHEKAPHONG: She wished everyone a happy new year.
- DEBRA SAVITT: She reminded everyone to be safe and wear a mask.
- GREG BROWN: He thanked the board for electing him as chairperson; thanked staff for the presentations. He welcomed Ana and Angela to the District. He said he was optimistic about the future of CHC.

MEETING ADJOURNMENT

The meeting was adjourned at 7:53 p.m.

Minutes recorded by Karen Graley, Board Clerk



Greg Brown, Chairperson



Cecelia St Clair, Secretary