



**HI-DESERT
MEDICAL CENTER**
HI-DESERT MEMORIAL HEALTH CARE DISTRICT

**HI-DESERT MEMORIAL HEALTH CARE DISTRICT
BOARD OF DIRECTORS REGULAR MEETING
MINUTES**

June 14, 2011 at 6:00 p.m.

*Helen Gray Education Center Boardroom
6601 White Feather Road, Joshua Tree, CA 92252
Teleconference Location: Dr. Dennis Wilcox
2715 Hartford Street, San Diego, CA 92110
760-668-4226*

Mission Statement: *Hi-Desert Medical Center will provide superior service to improve the quality of life for people in the Morongo Basin*

Vision: *We are caring people providing extraordinary healthcare services.*

Core Values: *Integrity, Superior Service, Stewardship, Innovation, Teamwork, Dignity*

IN ATTENDANCE:

Board of Directors:

Director Hoffman, President
Director Swella, Vice President
Director Wilcox, Secretary (attending by phone)
Director Cooper, Treasurer
Director Cole, Member at Large

Medical Staff:

Dr. Kasko, Chief of Staff

Excused Absence:

Administrative Staff:

Lionel Chadwick, CEO
Judy Austin, COO/CNO
Tom Duda, CFO
Dan McClure, CIO
Avelina Ortiz, Director of Quality Resources
Barbara Staresinic, VP Human Resources
Esther Tomaszewski, Administrator, CCC
Joe Ruddon, VP Marketing and Business Development
Bruce Oswald, Assistant Administrator of Ambulatory Services
Angela Walton, Executive Assistant

Other Staff:

Jackie Combs, Director of Infection Control
Bob Joslyn, Environmental Services Director
Jason Duckworth, FNS Director, CCC
Shanon Aarup, Rehabilitation Director
Luke Mecham, Engineering
Peter Stocks, Emergency Services Director
Joan Senelick, Director CRM
Kathy Alkire, Education Director
Angela McClure, Patient Representative
Stan Joyce, Cardiopulmonary Director
Adele Nafziger, Controller



Donna Johnson, Emergency Department Director
John Grima, Rural Health Clinics Director

Media: Rebecca Unger

CALL TO ORDER

Director Hoffman called the meeting to order at 6:00 pm.

PLEDGE OF ALLEGIANCE & READING OF MISSION STATEMENT

The pledge was led by members of Morongo Volleyball Club. Mr. Hoffman presented the young ladies with certificates of appreciation and a donation.

PUBLIC INPUT

Sheriff Donnie Miller – Thanked the hospital and staff on behalf of his family on the care his father-in-law received while in the hospital.

APPROVAL OF MEETING AGENDA

Mr. Hoffman introduced Dr. Wilcox, who joined the meeting by phone.

▶▶ **MOTION 11—25: Motion made by Director Cooper and seconded by Director Swella to approve the agenda. The motion passed unanimously.**

PRESIDENT'S AWARD – Director Hoffman presented Bobbie Anderson, Diabetes Education Coordinator, for her work with diabetes education in the hospital and community. Ms. Anderson was presented with a plaque, flowers and a check from the District.

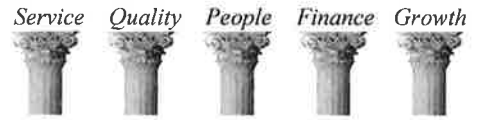
BOARD EDUCATION

Rehabilitation Department – Shanon Aarup, Director

Ms. Aarup highlighted the goals of the Rehabilitation Department:

- Functional mobility
- Performance in activities of daily living
- Physical status
- Balance and coordination
- Speech or communication deficits
- Cognitive impairments
- Swallowing difficulties

Ms. Aarup announced that the department's registry costs have decreased 57% over the past year, and has increased patient volume 46%. The Board thanked Ms. Aarup for her presentation.



APPROVAL OF CONSENT AGENDA

All Consent Agenda items listed below are considered to be routine by the Board of Directors and will be enacted upon by one motion. There will be no separate discussion of items unless a Board member or citizen so requests, in which event the items will be considered following approval of the Consent Agenda.

MINUTES of the Board of Directors Meeting are approved as presented:

- Minutes of the Regular Meeting of the Board of Directors dated May 10, 2011
- Minutes of Human Resources Committee Meeting dated May 5, 2011
- Minutes of the Board Finance/Budget Meeting dated May 25, 2011
- Minutes of the Finance Committee Meeting dated May 25, 2011

CREDENTIALING

NEW APPOINTMENTS – May 2011

None at this time.

REAPPOINTMENTS – May 2011

- Recommendation to reappoint **Madhusudan Gupta, M.D.** to Active Staff and approve privileges for cardiology lab, ICU, medicine as submitted with no changes
Service: Medicine. Appointment Period: July 1, 2011 to June 30, 2013.
- Recommendation to reappoint **Narasimha Rao, M.D.** to Courtesy Staff and approve privileges for Medicine, ICU, Medicine Continuing Care Center as submitted with no changes. Service: Medicine. Appointment Period: July 1, 2011 to June 30, 2013.
- Recommendation to reappoint **Gerald Schultz, M.D.** to Active Staff and approve privileges for Ophthalmology as submitted with no changes. Service: Surgery
Appointment Period: July 1, 2011 to June 30, 2013.
- Recommendation to reappoint **German Musch, M.D.** to Active Staff and approve privileges for pediatrics as submitted with no changes. Service: Medicine
Appointment Period: July 1, 2011 to June 30, 2013.
- Recommendation to reappoint **Robert Strecker, M.D.** to Courtesy Staff and approve privileges for Emergency Medicine as submitted with no changes.
Service: Medicine. Appointment Period: July 1, 2011 to June 30, 2013.
- Recommendation to reappoint **Jai Ghatnekar M.D.** to Active Staff and approve privileges for General Surgery, ICU, Urologic Surgery as submitted with no changes
Service: Surgery. Appointment Period: July 1, 2011 to June 30, 2013.



- Recommendation to reappoint **Apollo Gulle M.D.** to Active Staff and approve privileges for ICU, Medicine, Medicine Continuing Care Center as submitted with no changes. Service: Medicine. Appointment Period: July 1, 2011 to June 30, 2013.
- Recommendation to reappoint **Gerald Burnett, PA-C** to Allied Health Staff and approve privileges for Physician Assistant Rural Health Clinic as submitted with no changes. Service: Medicine. Appointment Period: July 1, 2011 to June 30, 2013.
- Recommendation to reappoint **Michelle Weaver, NP** to Allied Health Staff and approve privileges for Nurse Practitioner in Continuing Care Center as submitted with no changes. Service: Medicine. Appointment Period: July 1, 2011 to June 30, 2013.
- Recommendation to reappoint **Sujul Mandavia, M.D.** to Active Staff and approve privileges for Emergency Medicine as submitted with no changes. Service: Medicine Appointment Period: July 1, 2011 to June 30, 2013.
- Recommendation to reappoint **Bohdan Olesnicki, M.D.** to Courtesy Staff and approve privileges for Emergency Medicine as submitted with no changes. Service: Medicine Appointment Period: July 1, 2011 to June 30, 2013.
- Recommendation to reappoint **Jay Sanvictores M.D.** to Active Staff and approve privileges for ICU, Medicine as submitted with no changes. Service: Medicine Appointment Period: July 1, 2011 to June 30, 2013.

RESIGNATIONS

None at this time.

The following recommendations are being submitted to the Board of Directors for approval:

REC: Approval to the following Medical Staff Department policy:

- MS 302 Medical Staff Code of Conduct

This policy was approved by MEC on March 7, 2011 and approved by General Medical Staff on May 24, 2011.

REC: Department Scope of Service

The Scope of Services is a description of the activities performed by the clinical and ancillary departments/units in the hospital.



One change – Dr. Ghatnekar is changed from “Appointed to active status” to “Reappointed to provisional status.” Director Hoffman also asked that Scope of Service formatting be made more uniform.

▶▶ **MOTION 11—26: Motion made by Director Swella and seconded by Director Cooper to approve the consent agenda as amended. Motion passed unanimously.**

BOARD COMMITTEE REPORTS:

- Finance Committee Report

Patricia Cooper, Chair
Tom Duda, CFO

Director Cooper – *The Finance Committee meeting was held on May 25th. Director Cooper reported that the District’s gain was \$380,000 in April and is \$241,000 for the fiscal year to date. An action item for the refinancing of the remaining 1998 Bonds outstanding by use of a Municipal Lease was introduced. The refinancing is expected to save in excess of 1.3 million dollars over the next eight years. This Finance committee meeting was held directly after the Board budget workshop, where Tom had introduced the financing as part of the fiscal 2012 budget. The Finance Committee recommended approval of the Municipal Lease to the full Board.*

- Human Resources Committee Report

Dennis Wilcox, Chair
Barbara Staresinic, HR Director

Dr. Wilcox – *report was tabled for Dr. Wilcox’s return.*

- Facilities & Technology Committee Report

Korina Cole, Chair
Dan McClure, CIO

Director Cole – *no report; the May Facilities & Technology meeting was cancelled.*

- Governance Committee Report

Dianne Swella, Chair
Lionel Chadwick, CEO

Director Swella – *next meeting will be June 27, and will be reported out at next Board meeting.*

- Executive Performance Committee Report

Paul Hoffman, Chair

Director Hoffman – *CEO Performance Goal Matrix will be discussed at next EPC meeting.*



INFORMATIONAL ITEMS & UPDATES:

- Patient Complaint Flow Process – Avelina Ortiz, Quality Resources Management Director
 - Ms. Ortiz described the process for handling patient complaints. Each complaint will be acknowledged in writing within 7 days of receiving complaint. Updates on the progress of the investigation of the complaint will be achieved by phone every week. When complaint is closed, the final resolution will be communicated to the patient, and the hospital contact person information will be provided. The department will compile and analyze patient complaints every six months. Results will be reported to the Quality Council and the Board of Directors.
 - Director Hoffman asked about forms for the patients who wish to lodge complaints asked if the process has been tested. Ms. Ortiz informed the Board that some patients do not want to speak to staff preferring instead to write their complaints, which is why the complaint form was created. Ms. Ortiz also stated that the first trial of the complaint process occurred today. Director Hoffman replied that this is not intended to prevent the public from coming to the Board meetings to speak of their experiences with the hospital, if they desire.

ACTION ITEMS:

1. ►► 2012 Budget Presentation and Approval (Tom Duda, CFO)

This action recommends review and approval of the fiscal year 2012 budget.

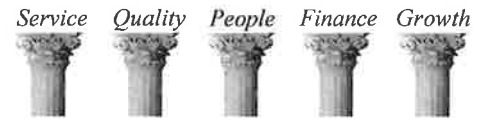
The Board discussed the very challenging budget and the circumstances related to electronic health record payments that will be received in the following years. The Board expressed regret that such an austere budget is required. Dr. Chadwick also briefly addressed the changes in the District's benefits package and thanked staff for diligent efforts to reduce costs.

►► **MOTION 11—27: Motion made by Director Swella and seconded by Director Cooper to approve the fiscal year 2012 budget. Motion passed unanimously.**

2. ►► Municipal Lease Proposal (Tom Duda, CFO)

GL Hicks Financial, LLC has been working with HDMC to explore the feasibility of refunding the series 1998 Revenue Bonds to obtain lower cost financing for the remainder of the period the Bonds will be outstanding. GL Hicks has proposed refinancing these Bonds by use of a Municipal Lease. This action recommended directing GL Hicks to issue the request for proposal. Management is requesting final approval of the proposal.

Mr. Duda briefly reintroduced this lease proposal.



▶▶ **MOTION 11—28: Motion made by Director Cole and seconded by Director Swella to approve the municipal lease proposal. Motion passed unanimously.**

3. ▶▶ Founding Members of the Board of Directors of the Hi-Desert Memorial Health Care District Foundation (Lionel Chadwick, CEO)

This action recommends that the Board of Directors appoint the following five recommended nominees to serve as the Founding Members of the Board of Directors of the Hi-Desert Memorial Health Care District Foundation:

Catja Arnzen (3 year term)
Kolleen Lamb (3 year term)
Kathy Bush (1 year term)
Jeff Poland (2 year term)
Stacy Wagner (1 year term)

Dr. Chadwick recommended appointing all five of the proposed members. If these members are approved, they will convene and come back to the District Board of Directors with four more recommendations for members. Director Swella spoke of Kolleen Lamb, who is recommended for appointment and is a long-time community member. Director Cole asked that it is ensured that there a better representational balance of the community on the Foundation Board of Directors.

▶▶ **MOTION 11—29: Motion made by Director Swella and seconded by Director Cooper to approve the founding members. Motion passed unanimously.**

CHIEF OF STAFF REPORT (Service)

Andre Kasko, D.O., Chief of Medical Staff – No report.

ADMINISTRATIVE REPORT (Service)

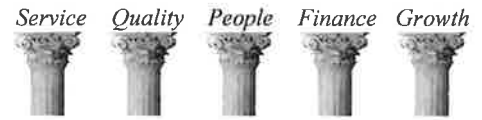
Lionel Chadwick, Chief Executive Officer, presented the Administrative Services Report.
Highlights:

- Thanked the members of the Board who participated in the Grubstakes parade.
- CT Scanner – in the final installation phase. There will be an Open House in August.
- Pulmonary Rehabilitation program has been approved by the State.
- 4th of July Employee picnic barbeque; Board members are invited.

CLINICAL SERVICES REPORT (Service)

Judy Austin, Chief Operating Officer, presented the Clinical Services Report. Highlights:

- Hello Yellow – Marge Doyle, MedSurg Director, described the new Hello Yellow program, which brands patients considered “at risk” for falls with the color yellow. This indicates that the patient needs assistance.



FINANCE REPORT (*Finance*)

Mr. Duda introduced the financial statements. Director Hoffman asked that the interest rates at Edward Jones and Pacific Western Bank be investigated.

MARKETING REPORT (*Growth*)

Mr. Ruddon presented the marketing report. Mr. Ruddon added that the CT Scanner Open House is scheduled for August 4. August 5 the District will host community tours of the CT Scanner.

CALENDARS:

Director Hoffman: There were no additions or changes.

ITEMS FOR NEXT AGENDA:

- 2nd Class of the Leadership Academy graduates will be presented
- Facilities & Technology action items may be presented

DIRECTORS' COMMENTS:

Director Hoffman: Congratulations to Mr. Mecham, and congratulated Ms. Aarup for the decrease in registry.

Director Swella: Thanked all staff for their work. Congratulations to Ms. Austin for the survey at Hospice.

Director Cooper: Thanked Ms. Aarup for her presentation. Thanked Ms. Ortiz for her continued work in Quality and Mr. Duda for finance.

Director Wilcox: No comment.

Director Cole: Thanked staff for their work on the budget. Congratulations to Luke Mecham on the birth of his new daughter.

ADJOURNMENT TO OPEN SESSION AND CLOSED SESSION REPORT

- Pursuant to section 32106 of the Health and Safety Code
Report Involving Trade Secret
Estimated date of public disclosure: September 2011
- Pursuant to section 32155 of the Health and Safety Code
Report Involving Quality Assurance Matters
(Dr. Wilcox recused)

ADJOURNMENT TO OPEN SESSION AND CLOSED SESSION REPORT:

Director Hoffman adjourned the meeting to closed session at 7:50 pm. Closed session began at 8:05 pm.

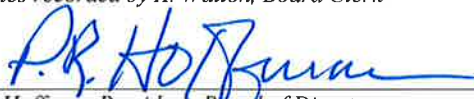
Director Hoffman adjourned the meeting to open session at 9:05 pm.

The Board of Directors reviewed information regarding a trade secret and a quality assurance matter. The Board of Directors directed administrative staff to take appropriate action.

ADJOURNMENT:

On motion duly made and seconded Director Hoffman adjourned the meeting at 9:07 pm.

Minutes recorded by A. Walton, Board Clerk



Paul Hoffman, President, Board of Directors



Dennis Wilcox, Board Secretary