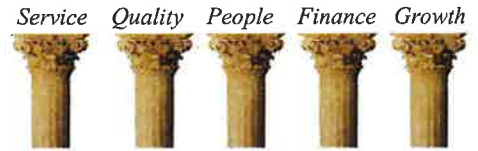




**HI-DESERT
MEDICAL CENTER**
HI-DESERT MEMORIAL HEALTH CARE DISTRICT



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

March 10, 2015 at 4:30 p.m.

*Helen Gray Education Center Boardroom
6601 White Feather Road, Joshua Tree, CA 92252
760-366-6262*

***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 Cooper, President
Director Avels, Vice President
Director Sullivan, Treasurer
Director Doyle, Secretary
Director Hoffman, Member-at-Large

Medical Staff: Dr. Kasko (in Dr. Mahajan's absence)

Administrative Staff: Bob Tyk, CEO
Brenda Poole, Interim CNO
Avelina Ortiz, Director of Quality Resources
Michelle Amdahl, CCC Administrator
Karen Graley, Marketing Manager
Robin Schmelling, Board Clerk
Other Department Managers and Staff

Media Kurt Schauppner, Desert Trail

Guests Carlo Coppo, Esq., DiCaro, Coppo & Popcke

CALL TO ORDER

Director Cooper called the meeting to order at 5:32 pm. Meeting start time delayed due to attorney delay.

ROLL CALL

Robin Schmelling, Board Clerk, conducted roll call:

Director Cooper: Present
Director Avels: Present
Director Sullivan: Present
Director Doyle: Present
Director Hoffman: Present



READING OF MISSION STATEMENT

Mission Statement: Read by Director Doyle.

Vision Statement: Read by Director Avels.

Core Values: Read by Director Sullivan.

PUBLIC COMMENTS:

Director Cooper read the public comments parameters. There were no public comments.

Open Session adjourned at 5:35 p.m.

CLOSED SESSION – 5:35 p.m.

Conference with Legal Counsel – Existing Litigation

- o *Name of Case: Dennis D. Wilcox v. Hi Desert Memorial Health Care District, et. al.*
Superior Court Case Number: 2:11-CV-01994-MWF-OP
U.S. Court of Appeal No. 13-55299

- o **CLOSED SESSION ADJOURNMENT at 5:55 p.m.**

Closed Session Report: In closed session, the board received a report on the Dr. Wilcox lawsuit from Mr. Coppo. No action was taken.

OPEN SESSION – 6:00 p.m.

PLEDGE OF ALLEGIANCE:

Director Cooper asked the Miss Yucca Valley 2015 Court to lead the Pledge of Allegiance.

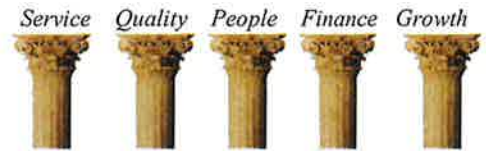
APPROVAL OF MEETING AGENDA:

▶▶ **MOTION 15—14:** Director Avels made the motion to approve the meeting agenda, and Director Doyle seconded. Director Hoffman, Director Sullivan and Director Cooper all voted in favor and the agenda was approved as submitted.

STANDING BUSINESS:

CHIEF OF STAFF REPORT

- Dr. Kasko reported in Dr. Mahajan's absence. MEC met on March 9th, where policies were reviewed and forwarded to the board of directors for approval as shown on tonight's agenda. Most policies related to OB/LDRP to bring into compliance with BETA, etc.



Dr. Kasko added the medical staff was in full support of Tenet Healthcare and on the same page as the board. He hopes the affiliation process goes smoothly, and hopefully the hospital will see more nurses and more specialists in the future as a result of the affiliation.

GOVERNANCE COMMITTEE

Joseph Sullivan, Committee Chair

- Director Sullivan reported the Governance Committee is currently working on revising the district bylaws. Final draft will be sent to the full board for approval.

CLINICAL SERVICES REPORT

Brenda Poole, Interim Chief Nursing Officer

- Ms. Poole presented her report with highlighted notes as follows:
- Leadership team met with The Studer Group for LDI teambuilding which reviewed information on the change process. It was a great day and very well attended.
- Quality initiatives have been decided and sent through various committees. Teams have been formed and are currently meeting.
- Tenet representatives were on campus February 24th and 25th, and met with the PCS team.
- On February 26th, Human Resources hosted employee service awards where 64 employees were honored for 700 plus years of combined service.
- February continued with a robust census. More staff was hired, and the number of holds in the Emergency Department has diminished.
- Ms. Poole introduced Kimberly Ames, the new Interim Director of Med/Surg. She is from the St. Louis area with 25 plus years of experience in quality improvement. She is also the lead on the patient satisfaction team.
- Director Doyle asked if the recent hiring had reduced the travelers. Ms. Poole explained it is challenge as three resignations were received in LDRP in the last three weeks, and core staffing mandates certain staff be maintained.

CONTINUING CARE CENTER REPORT

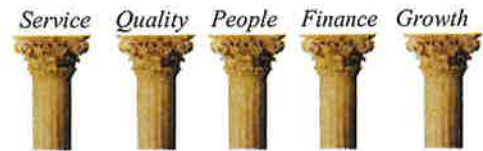
Michelle Amdahl, CCC Administrator.

- Ms. Amdahl presented her written report as submitted in the board packet.
- Ms. Amdahl added that the Continuing Care Center was nominated for the Eli Pick Facility Leadership Award through the American College of Health Care Administrators.

CHIEF EXECUTIVE OFFICER REPORT

Bob Tyk, Chief Executive Officer – Verbal Report

- Mr. Tyk reported the Living the Values luncheon was held on February 25th; and the annual services awards were on February 26th.
- The Studer leadership day was an exceptional time spent with leaders. The program focused on helping leaders themselves as we go through the affiliation change, so they are better prepared to assist their staff with the same.



- Mr. Tyk met with Dr. Connett from Western University. They have an interest in possibly participating at HDMC with their medical residency program. They are putting together a list of physicians which they will provide to the medical staff. Mr. Tyk also had a discussion with University of California at Redlands about their residency program. The district's FQHC's are of great interest to them as far as rotating their residents through.
- Tenet's implementation team was here in February helping to move towards the transition date.
- BBK attorneys, Jon Spees with The Camden Group and Mr. Tyk still have ongoing weekly conference calls regarding the affiliation, and there is also a weekly call with Tenet representatives.
- The CNO position has been posted and looking to fill that on a permanent basis.

MARKETING REPORT

Karen Graley, Marketing Manager

- Ms. Graley presented her written report as submitted.
- Ms. Graley highlighted the upcoming Doctor of the Year celebration. There will be one for surgical and one for medicine. Ballots will go to department directors. The ballots were printed on security paper so they can't be reproduced, and they will be counted based on the payroll numbers/staff for each department.

The Doctors of the Year will be announced on March 30th. As is tradition, continental breakfast will be provided that morning, along with banners, display ad, news release, Facebook posting, etc.

FINANCE REPORT

Bob Tyk, Chief Executive Officer

- January was a good month in terms of patient volume. Patient days were up 6.5%, partly due to ALOS going from 3.2 to 3.5. SNF was lower with a 98.9 average daily census, but they are back up around 100 now. Outpatient and clinic volumes continue to grow.
- Balance sheet showed cash decreased by almost \$2m compared to December. Lower cash collections, however January is known as a difficult cash collections month due to holidays.
- \$17 million in gross revenue, however expense side continues to be a challenge.
- Cash on hand went from 73.5 days to 61 days.
- Net accounts receivable remains strong at \$8.9 million, and the net A/R will remain with the District after the affiliation.
- ED continues to average 2,000 visits per month. One area still an issue is when ED gets an influx of patients needing to be admitted to med/surg, but we can't move due to staff ratios. Dialogue between ED and Med/Surg has improved in this area.
- Surgical cases saw a 10.5 percent increase compared to December.
- Salaries are less than budgeted, however purchased services are higher due to interim staff. Discussed interim staff with Tenet. Will recruit permanent CNO first priority. Tenet has a



human resources person just for the California region and will look within the organization as well as connect us with their recruiter if they use one. Will move ahead with that search rather than waiting.

- Repairs and maintenance costs are higher mostly due to repairs required by CMS and TJC.
- Year-to-date net operating loss is slightly less than budgeted, but almost \$2 million greater than last fiscal year.
- Total net loss is \$231,634 greater than the budgeted loss total month-to-date.
- Director Hoffman stated he would like to see a report relative to the cost associated with interim director's salaries, expenses and housing.
- Director Hofmann commented on the amount of registry usage and would like Administration to keep looking for a solution like he is going to continue to do.
- Director Hoffman inquired as to the construction costs listed on the balance sheet. Mr. Tyk explained that that total is not one month, and also includes mammography, etc.
- Director Doyle questioned the fte's by adjusted occupied bed. She requested staff provide a detailed explanation on that increase at the next meeting.

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:

- Human Resources Committee dated February 5, 2015
- Special Board of Directors meeting dated February 5, 2015
- Regular Board of Directors meeting dated February 10, 2015
- Governance Committee meeting dated February 11, 2015
- Finance Committee meeting dated February 25, 2015
- Special Board of Directors meeting dated February 26, 2015

CREDENTIALING

NEW APPOINTMENTS & REAPPOINTMENTS – March 2015

The following MEC credentialing and privileging recommendations are being submitted to the Board of Directors for approval:

A. New Appointments

- **Recommendation to Appoint: Gregory King, DPM.** to Provisional and approve privileges for Podiatric as submitted
Service: **Surgical.** Appointment Period: March 2015 to March 2016
- **Recommendation to Appoint: Natasha Pyykko, CRNA** to Allied Health and approve privileges for CRNA as submitted
Service: **Surgical.** Appointment Period: March 2015 to May 2016



- **Recommendation to Appoint: Sean Takeuchi, M.D.** to Consulting and approve privileges for Tele-Radiology as submitted
Service: **Medical.** Appointment Period: March 2015 to August 2016
- **Recommendation to Appoint: Kim Hoang, M.D.** to Provisional and approve privileges for Family Medicine as submitted
Service: **Medical.** Appointment Period: March 2015 to March 2016
- **Recommendation to Appoint: Mark Milliron, PA-C** to Allied Health and approve privileges for Physician Assistant- Rural Health as submitted
Service: **Medical.** Appointment Period: March 2015 to June 2016

B. Reappointments

- **Recommendation to Reappoint Troy Cashatt, M.D.** from Provisional to Active and approve privileges for Emergency Medicine as submitted.
Service: **Medicine.** Appointment Period: March 2015 to June 2016
- **Recommendation to Reappoint Anthony Scarcella, M.D.** from Provisional to Active and approve privileges for Emergency Medicine as submitted.
Service: **Medicine.** Appointment Period: March 2015 to November 2016
- **Recommendation to Reappoint Rajivinder Brar, D.O.** from Provisional to Active and approve privileges for Family Medicine as submitted.
Service: **Medicine.** Appointment Period: March 2015 to July 2016
- **Recommendation to Reappoint John R. Grossman, DDS** to CCC Associate and approve privileges for Dental as submitted with no changes.
Service: **Surgery.** Appointment Period: March 2015 to March 2017

C. Terminations

- **N Anthony Jones, M.D. (Radiology)** 02/25/2015
- **John Ritter, M.D. (Radiology)** 02/25/2015
- **Hector Alvarez (FQHC)** – Resigned 02/05/2015

The following Medical Staff policy and form recommendations are being submitted to the Board of Directors for approval:



- LDRP Policy and Procedure Manual. Review/Revision Comments in board packet.
- Policy Number LD-106: Role and Patient Use of Doulas and Birth Plans in Labor
- Policy Number O-107: Oxytocin Induction/Augmentation of Labor
- Policy Number M-103: (MSE) Medical Screenings Examination Standardized Procedure
- Pediatric (Nursing Manual). Review/Revision Comments in board packet.
- Policy Number RH-706: Rehab Optima System Security

The following Environment of Care plan and policy recommendations are being submitted to the Board of Directors for approval:

- 2015 Emergency Operations Plan (EOP)
- HIS Hazard Vulnerability Analysis (HVA) Tool
- Fire Safety Program
- Policy Number 1-1: Safety Management Plan
- Policy Number 2-1: Security Management Plan
- Policy Number 3-1: Hazardous Materials & Waste Management Plan
- Policy Number 6-1: Medical Equipment Management Plan
- Policy Number 7-1: Utilities Management Plan

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

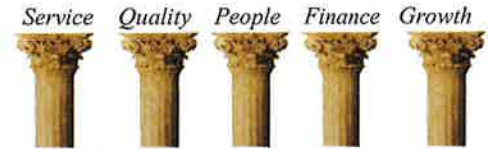
- Policy LD-235: Sanction Checks Policy

Director Doyle moved to approve the consent agenda and Director Avels seconded the motion.

Discussion: Director Hoffman wants the February 26, 2015 minutes pulled from the consent agenda for discussion.

▶▶ MOTION 15—15: Motion made by Director Doyle and seconded by Director Avels to approve the consent agenda as amended. Director Hoffman, Director Sullivan and Director Cooper voted in favor of approving the consent agenda as amended, and the motion passed.

Director Hoffman would like the word “just” removed under action item. In addition the committees will not be making the reports with regard to Facilities and Technology and Human Resources. It will be staff that will be reporting.



▶▶ **MOTION 15—16: Motion made by Director Doyle and seconded by Director Hoffman to approve the February 26, 2015 minutes of the board of directors as amended. Director Sullivan, Director Avels and Director Cooper voted in favor of approving the amended minutes.**

BOARD EDUCATION

- Cardiopulmonary – Stan Joyce, Director Cardiopulmonary.
Copy of presentation filed with original packet.

ACTION ITEMS:

1. ▶▶ **Approval of Acceptance of Estate Gift/Naming of the Mammography Suite** – Dean Moore, Foundation President
 - *This action recommends that the Board of Directors approve the formal review and approval for the naming of the Mammography Suite located in the Medical Center. In addition, the east wall adjacent to the suite entrance will have a donor recognition system that recognizes gifts over \$1,000 along with a “Tree of Life” mural.*

Mr. Moore presented the above action item regarding the acceptance of an estate gift from the Kenney Family. The District was named in the trust along with other non-profits in the area. The gift will be just over \$100,000. We have already received the first \$25,000 disbursement. The policies in place for naming the mammography suite require \$100,000 donation. It will be named the Edward J. and Margaret M. Kenney Mammography Suite. In addition, there will be a donor recognition wall painted by an artist on the wall near the mammography suite. Mr. Moore commented the Foundation was set up to raise these funds, but needs board approval to name it and put the donor names on the wall. The goal is to have a reception in the rose garden tentatively scheduled for May 12th where the plaque with the Kenney’s name and the donor wall can be viewed. In addition, Carol Barrett, trustee of the Kenney estate can be here for the April 14, 2015 regular board meeting.

Director Avels spoke about the history of the Kenney family in the Morongo Basin. They opened Kenney Drug Store, and Carol Barrett (niece, trustee of estate, former HDMHCD board member) was one of their pharmacists. They along with other family members opened several other businesses in Twentynine Palms, including KB Mart and Plaza Market. Some of those family members still reside in Twentynine Palms and are true pioneers of the area who have contributed deeply to our community. They continue to give back to the community with the donation to the hospital, and are a true legacy in our community.



►► **MOTION 15—17:** Director Hoffman made the motion to approve the action item. Director Doyle seconded the motion. Director Avels, Director Sullivan and Director Cooper all voted in favor of the motion to approve the action item and the motion passed.

BOARD CALENDARS

No comment

ITEMS FOR NEXT BOARD AGENDA:

- Director Doyle requested the information on the fte that she discussed prior.
- Director Avels mentioned that the Executive Performance Committee will meet in closed session at the April 14, 2015 board meeting. The CEO evaluation was already completed prior and not due again until July.
- Director Hoffman requested his information regarding registry and interims.

DIRECTORS COMMENTS:

Director Cooper: Thanked all for their attendance and the information and education provided.

Director Hoffman: Thanked Dr. Kasko for being in attendance; congratulated the CCC for another great day adding that what goes on there is always positive and very beneficial to the District.

Director Doyle: Thanked Dr. Kasko for attending and appreciates his leadership. Welcomed Kimberly Ames and congratulated the CCC. Congrats to Michelle Amdahl for her leadership at the CCC. Thanked Stan Joyce for his education presentation on the Cardiopulmonary Department.

Director Avels: Thanked all for being in attendance, as well as Kurt Schauppner. As we go down this path, it is essential we have the media present to get the word out to the community.

Director Sullivan: Thanked Dr. Kasko for being in attendance; thanked the Miss Yucca Valley Court for their attendance; appreciated the reports from Ms. Poole, Ms. Amdahl and Mr. Joyce. The information is extremely useful, especially having never worked in a hospital environment. Director Sullivan thanked Director Avels for some history on the Kenney family, and commented that naming the mammography suite was a big step in honoring that family. He agreed that having the media here was very important, and thanked Mr. Schauppner for attending.

Comment from public: Kathy Alkire, Director of Service Excellence and Education at HDMC, thanked the board for approving the new technology in cardiopulmonary. She had 3 echo's performed by Marlo at this hospital. The third one was completed with the newest technology and detected a hole in her heart that the old technology did not.



Open Session adjourned at 6:55 p.m.

CLOSED SESSION – 7:00 p.m.

Pursuant to section 32155 of the Health and Safety Code

- *Report Involving Quality Assurance Matters*

Pursuant to section 32106 of the Health and Safety Code

- *Report Involving Trade Secret: Strategic Planning*
Estimated date of public disclosure: March 20, 2015

- **CLOSED SESSION ADJOURNMENT at 8:45 p.m.**

OPEN SESSION

Closed Session Report: In closed session, the board discussed the Environment of Care Annual Report and a report on the outstanding Quality Assurance issues. No action was taken.

ADJOURNMENT:

On motion duly made and seconded, Director Cooper adjourned the meeting at 8:45 p.m.

Board meeting minutes recorded by R. Schmelling, Board Clerk
Closed session notes recorded by R. Tyk, CEO



Patricia Cooper, President, Board of Directors



Marge Doyle, Board Secretary