



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

September 9, 2015 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: Morongo Basin Healthcare District 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 and Dignity.*

IN ATTENDANCE

Board of Directors:

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

Administrative Staff:

- Jackie Combs, CEO
- Karen Graley, Board Clerk
- Nora Maughan
- Kathy Alkire

Media:

- None present

CALL TO ORDER

Director Cooper called the meeting to order at 5:33 p.m.

ROLL CALL

Karen Graley, Board Clerk, conducted roll call:

- Director Cooper: present
- Director Avels: present
- Director Sullivan: present
- Director Doyle: present
- Director Hoffman: present

OBSERVANCES

- Director Avels read the healthcare district's mission statement.
- Director Sullivan read the healthcare district's vision statement.
- Director Doyle read the healthcare district's core values statement
- Director Hoffman led the Pledge of Allegiance

PUBLIC COMMENTS

Stan Helgesen, President of Hi-Desert Medical Center Auxiliary, addressed the board thanking them and staff for support in establishing the relationship with Tenet. He inquired about the status of property insurance for the thrift store; Ms. Combs confirmed that the building is covered under



the district's insurance policy. Mr. Helgesen said the Auxiliary is committed to supporting the district with its funds as it cannot give funds to Hi-Desert Medical Center because of their non-profit status. The Auxiliary Bylaws were amended to direct funds to the healthcare district. The Auxiliary made a donation to the foundation's fundraiser for the Martie Avels Scholarship program. The Directors thanked Mr. Helgesen for coming tonight and for speaking to the Board of Directors.

APPROVAL OF MEETING AGENDA

Motion 15-62: Director Doyle motioned to approve the meeting agenda as presented; motion was seconded by Director Sullivan; 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, August 27, 2015

Motion 15-63: Director Sullivan motioned to approve the consent agenda as presented; motion seconded by Director Avels; motion passed by unanimous vote.

ACTION ITEM: *Approve amended Bylaws*

Motion 15-64: Motion by Director Avels to approve the Morongo Basin Healthcare District Bylaws as presented; second by Director Doyle; Director Hoffman noted a change on page 4 (trustee changed to director); motion passed by roll call vote which was unanimous.

ACTION ITEM: *Amend the Bylaws to add the office of Immediate Past President*

Director Doyle spoke to the action item stating that the board has five elected members but only four offices. She is proposing the new office to provide five offices and fulfill the role of transition between leadership.

There was discussion about the variables of leadership transition (member resignation, mid-term appointments, or a past president assuming another office) and how they would interfere with the fulfillment of this proposed office. Director Hoffman recommended that the board not add the new office and use the name "Director" rather than Member at Large.

There was no motion on this action item because of general consensus not to add a fifth office to the Bylaws, and to use the title of Director rather than Member at Large.

REPORTS

HI-DESERT FAMILY HEALTH CLINICS, Nora Maughan, Executive Director

Ms. Maughan reviewed her published report.

Transportation was significantly hindered when the LIFT van was vandalized and down for repair over two weeks. The fuel line was cut again this week and was down for another two days. Staff is exploring options to provide protection for the vehicles. The Board requested that staff research the cost of a surveillance system.

The clinics are hosting a community celebration on October 10 to mark the tenth anniversary of the clinics; Ms. Maughan invited the Auxiliary to participate and promote the Thrift Store at the event.

The administrative office had water damage from a toilet tank overflowing. Ms. Maughan spoke highly of Billie Flatter, transportation coordinator, who took initiative to manage the water



removal and minimize damages. The offices were impeded during the restoration process. Director Doyle suggested special recognition by the Board of Directors for Ms. Flatter.

Ms. Maughan attended the Health Community Conference in Florida and attended training sessions and networked with peers.

Ms. Maughan shared that she received an email from the HRSA project manager stating that the head of the survey process asked us to share the co-applicant agreement with HRSA.

MORONGO BASIN HEALTHCARE DISTRICT, Jackie Combs, CEO

Ms. Combs added to her published report that the pre-meeting packets were distributed for the Strategic Plan Vision Session to prepare for the meeting.

Ms. Maughan and Ms. Combs met with an IT vendor to review the district's IT security; the vendor will present a proposal for consideration. She also noted that we will be upgrading our Microsoft software and receive a significant savings through the Foundation.

Ms. Combs has designated key leadership as Administrative Staff and will meet regularly.

The District audit is under way; Mr. Tyk, Mr. Best and Ms. Combs met for a telephone conversation with the auditor and arranged for the auditor to present to the Board of Directors at the conclusion of the audit. There was discussion about the presentation of the July and August financial statements; Mr. Tyk recommended that we meet with the CFO at the medical center to talk about the final separation.

Ms. Combs requested direction from the board as to authorization levels for requiring two check signatures. The existing policy does not specify thresholds for who the two signatures should be. There was discussion about thresholds; staff will prepare a resolution as follows:

- Single signature is required up to \$10,000 and presentation of the check register to the board of directors;
- Two signatures required up to \$75,000;
- Anything over \$75,000 requires a board signature as the second signature.

Ms. Combs shared that she has had conversations with HDMC Medical Directors; Tenet cannot pay medical director fees for June and July. Ms. Combs committed to paying all of July even though Tenet is technically responsible for July 15-31 in support of the medical staff.

CALENDAR REVIEW AND COODINATION

The calendar for the Board of Directors was reviewed and coordinated:

- September 14: Strategic Plan Workshop: vision statement, 1-4p
- September 23: Foundation's Martie Avels' Nursing Scholarship fundraising event; 35 tickets have been sold and another 70 invitations are being mailed.
- September 22: Board of Directors regular meeting, 6p
- October 27 meeting moved to Tuesday, October 20

NEXT AGENDA

- Recognition of Billie Flatter (deferred until the Community Health Center governing board has had opportunity to recognize Ms. Flatter's performance)
- Auxiliary Bylaws for signature

COMMENTS

- Director Sullivan commended everyone on a job well done.
- Director Avels stated that the way everything is coming together for the District is awesome. It's great that we, as a board, can support the clinics. Every day people do amazing things and we want to support you in recognizing outstanding performance.
- Director Cooper shared that she's been distributing the flyers for the dental program; the uninsured community is very excited about access to dental services.
- Director Doyle stated she is so proud of our team; we have extraordinary people doing extraordinary things. Our community will be well served by this team.
- Director Hoffman made no comments.

MEETING ADJOURNMENT

Director Cooper adjourned the meeting at 7:09 p.m.

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



Patricia Cooper, President



Marge Doyle, Secretary