

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

March 24, 2016 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:** *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 Sullivan, President
- Director Doyle, Vice President
- Director Cooper, Secretary
- Director Hoffman, Treasurer
- Director Avels

Administrative Staff:

- Jackie Combs, CEO
- Karen Graley, Board Clerk
- Patricia White, Controller
- Nora Maughan, Hi-Desert Family Health Clinics, Executive Director

Media:

- None present

Guests:

- Dianna Greenhouse, community member

CALL TO ORDER

Director Sullivan called the meeting to order at 5:31 p.m.

ROLL CALL

Karen Graley, Board Clerk, conducted roll call:

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

OBSERVANCES

- Director Avels read the healthcare District's mission, vision and core values statements.
- Director Hoffman led the Pledge of Allegiance.
- Director Doyle requested a moment of silence for the victims of the bombings at the Brussels airport of March 22.

PUBLIC COMMENTS

No public comment.

APPROVAL OF MEETING AGENDA

Motion 16-16: Director Doyle motioned to approve the meeting agenda as presented; motion was seconded by Director Cooper; 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, March 10, 2016

Motion 16-17: Director Avels motioned to approve the consent agenda as amended; motion seconded by Director Cooper; motion passed by unanimous vote.

REPORTS

Financial Report – February, 2016, Patricia White, Controller

Ms. White presented a revised financial report for February, 2016 which was color coded for convenience of discussion.

- Blue: identifies accounts for detailed information that are not included in the restated budget (i.e. the items are one-time actions).
- Green: identifies revisions/reclassifications to the report presented in the board's meeting packet; variances are noted in the far right column. As an example, wages and salaries were accrued without hospice and home health data; the SUTA entry was incorrectly posted on the first report.
- Consolidated numbers for budget comparison. In comparing February to budget, we are in good standing; however, page 2 numbers become more complex because of the one-time entries. Ms. White explained that this is part of the internal audit to insure the data is accurate; the goal is to complete the audit for entire fiscal year and incorporate Meditech balances in the report.
- Tax revenue. (line 4985) November through February tax revenue is specific to what was received from the County; it will be presented as accrued through the year at \$50,000/month.
- Other payroll benefits/PTO. (line 5140) The amount fluctuates based on what the employees actually use and/or accrue during the month; the balance sheet reflects the complete liability.
- Repair maintenance/building. (line 5441) Dollars were reclassified to transportation as reimbursement for vehicle vandalism.

Director Hoffman requested that the month's summary capture the large outliers.

Director Doyle inquired about line 5710, insurance malpractice, if it was a clinic related expense. Ms. Combs advised that the premium is paid by the District but the clinics will take a portion of it when identifying costs to capture. The payment includes D&O. Ms. White is tracking expenses where a portion is due the clinics.

Transportation (page 5). The report reflects the transportation data which had previously been under the clinics and is now separated as a distinct service. The transportation budget will be developed in the annual budget workshop in May. The numbers have been fairly static. The Caltrans grant did not fund July through November 2015; Director Hoffman requested that revenue be reflected for the entire year showing a zero when funding was not available.



Pages 6-12 serve as a check register showing posted invoices during the month of February that were cut into checks. Some exceptions are one time payments for old invoices (K-Force), or large expenses (Regal Signs) which was depreciated.

Investments. (page 13) The local bank has approximately \$2.2 million available for cash flow; interest income is about \$500/month with a monthly fee. \$1 million was transferred to short-term investments in case needed. Page 14 is a summary of investments; shows an increase of \$4 million.

The Directors expressed their appreciation for the detailed information provided in the report, and acknowledged the effort required to prepare the data.

Morongo Basin Healthcare District Update, Jackie Combs, CEO

Ms. Combs provided the following information:

- This morning she spent the morning on the Joshua Basin Water District water-tour. The district conducted three tours funded by an education grant. She stated that getting water to consumers is an amazing process.
- Old patient accounts (legacy accounts) started with 600 accounts which have been processed down to 200 remaining accounts. There is still a substantial amount in collection agencies which have averaged \$12,000/month.
- The District's website is now available to the public. FG Creative is developing our announcement piece.
- Doctor's Day is March 30 and we ran an ad thanking the doctors for their service to the healthcare district these last 40 years.
- The strategic plan will be in the next board packet for approval.
- Met with Jenna Haines of HARC for the needs assessment project. A quote is expected next week. We anticipate using the data for the clinics as well as the District.
- She met with Karin Messaros of the Joshua Tree National Park regarding the Take A Hike program. The program contract is specific to the district and did not transfer to Tenet. We will develop the program in conjunction with the clinics to control disbursement of the walk-prescriptions. The program will be a tactic of our strategic plan.

CALENDAR REVIEW AND COORDINATION

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

- The next regular meeting of the Board of Directors is Thursday, April 14 at 5:30 p.m.
- Clinic board meetings will now convene at 5:45 p.m.
- April 30 is the clinics' community resource fair.

AGENDA ITEMS

- Strategic Plan for approval
- Affiliation document presentation/education
- Budget workshop in May

DIRECTOR COMMENTS

- Director Cooper: Thanked staff for their reports.
- Director Avels: Said she was excited about the website which gives access to the District for people; it is the beginning of establishing our presence in the community. She also shared a printed Government Relations Update prepared by Tenet and called out that undocumented children (170,000) will be granted Medi-Cal coverage in California. California's poverty rate is the worst in nation 1:3; 30% of California's population is on Medi-Cal. She noted the importance of the clinics in making healthcare accessible in our community. She thanked Dianne Greenhouse for her interest in the District.
- Director Doyle: Thanked Ms. Combs and Ms. White for their hard work; and thanked Ms. Graley for effort on the website.
- Director Hoffman: Thanked Ms. White for her outstanding effort in preparing the financial report.
- Director Sullivan: He echoed the thanks of the other Directors, saying that every meeting gets better. He thanked Ms. White that the financial report is getting more and more readable; all the hard work is evident in the product.

OPEN SESSION ADJOURNED

Director Sullivan adjourned the open session at 6:30 p.m.

CONVENE TO CLOSED SESSION

The Board of Directors convened at 6:35 p.m. to Closed Session pursuant to:

- Government Code section 32106 of the Health and Safety Code: Report involving Trade Secret. Estimated date of public disclosure is projected to April, 2016.

RECONVENE TO OPEN SESSION

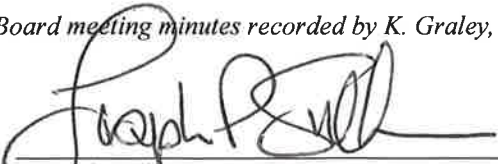
The Board of Directors reconvened to Open Session at 7:25 p.m. Director Sullivan reported that:

- Trade Secrets: Ms. Combs was instructed to present a resolution on the next meeting agenda.

MEETING ADJOURNMENT

Director Sullivan adjourned the meeting at 7:26 p.m.

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



Joseph Sullivan, President



Patricia Cooper, Secretary