



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

July 28, 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 Cooper, Secretary
- Director Hoffman, Treasurer
- Director Avels

Administrative Staff:

- Jackie Combs, CEO
- Karen Graley, Board Clerk
- Patricia White, CFO

Guests:

- Laura Grabow, CHC board member
- Amanda Brandon, CHC board member
- Dianne Greenhouse
- Bob Armstrong
- Misty Evans

Media: None present

CALL TO ORDER

Director Sullivan called the meeting to order at 5:30 p.m.

ROLL CALL

Karen Graley, Board Clerk, conducted roll call:

- Director Sullivan: present
- Director Doyle: not present
- Director Cooper: present
- Director Hoffman: present
- Director Avels: present

OBSERVANCES

Director Sullivan read the healthcare District's mission, vision and core values statements and led the assembly in the Pledge of Allegiance.

PUBLIC COMMENTS

No public comment.

APPROVAL OF MEETING AGENDA

Motion 16-41: Director Hoffman motioned to approve the meeting agenda as amended (June financials were presented, not July); motion was seconded by Director Avels; motion passed by unanimous vote.

APPROVAL OF CONSENT AGENDA

The Consent Agenda presented the following items for approval:

- Minutes: Special Meeting of the Board of Directors, July 12, 2016
- Minutes: Regular Meeting of the Board of Directors, July 14, 2016
- Minutes: Special Meeting of the Board of Directors, July 21, 2016
- Policy HR-226: Accident Investigation & Workers' Compensation Reporting (*revised*)
- Policy HR-239: Equal Employment Opportunity (*revised*)

Motion 16-42: Director Hoffman motioned to approve the consent agenda as presented; motion seconded by Director Avels; the motion passed by unanimous vote.

REPORTS

Financial Report – June, 2016, Patricia White, Controller

Ms. White referred the Directors to Tab 2 of the agenda packet. Presented there is the full fiscal year (July 1, 2015 to June 30, 2016). It was noted that the majority of variances were hospital related (i.e. home health and hospice reimbursement of employee payroll, etc.).

Director Hoffman requested that future reports reflect the negative variances show red and in parentheses.

Page 2 is a snapshot summary of District revenue and expenditures. June had no extraordinary expenses.

Director Hoffman asked if the hospital funds were direct deposit; Jackie Combs stated that only Medi-Cal is deposited directly to Tenet accounts at this time; Medicare is still funding to the District's account.

Presented on Page 6 is the Transportation YTD. May salaries were higher because an employee cashed out paid time off. Transportation has hired another part time employee. Expenses reflects repair and maintenance (\$4,359 in June) as well as the substitute vehicle rental which is included in Vehicle Expense.

Page 7 is the hospital income trend. Meditech will no longer be used to track these hospital accounts. In the future, more information will be provided but not from Meditech data.

Page 8-9 Hospital accounts are being cleaned up by Tenet. They hard-closed at end of month leaving lingering amounts. The residual amounts may be related to contractual agreements; the difference between billed and paid by Medi-Cal/Medicare; or an adjustment due to sliding fee scale.

Director Hoffman asked about the journal entry on page 9 for gain/loss on investment. Ms. White noted it was made at time of sale and she has forwarded it to the auditors for clarification as they also worked with Tenet on the transition entries.

Clinics

Revenue shows what was billed; "contractual allowance" shows adjustments for what was received from Medi-Cal, etc. Page 11: \$1,455,927 includes the grant revenue received from HRSA.

Investments

- Public Interest Account was reduced by \$1 million for expenses (three payrolls / insurance premiums, Meaningful Use payment to state of California, etc.).
- RBC continues to grow.



- Page 22 of the report provides a comparison of accounts; it was noted that the District has gained approximately \$5 million since the separation.

Morongo Basin Healthcare District Update, Jackie Combs, CEO

Ms. Combs provided the following verbal report:

- Clinic Update:
 - Nora Maughan is on administrative leave. The Community Health Center governing board asked Jackie Combs to function as the interim director.
 - Kathy Alkire has returned to full time status as Director Clinical Operation. Ms. Alkire is focused on clinic operations; The District will handle business operations.
 - Joe Ruddon has assumed supervision of the outreach team.
 - No changes were made to dental operations.
 - Pediatrics is moving to Frascetti's private office; we are waiting for lease documents.
 - Dental grant is in process; grant specifies a November opening.
 - Ms. Combs has connected with HRSA for access.
- The employee family picnic scheduled for August 13 has been cancelled based on staff recommendations. Another family event will be scheduled in the spring.
- We are celebrating National Community Health Center Week August 8-12 with food and gifts.
- August 29 we are convening a staff meeting, bringing both clinics together at HGEC for an orientation of current staff.
- The Community Health & Resource Fair is October 8. We are recruiting 29 vendors to correlate with the city's theme of "Twentynine years in Twentynine Palms." Park and Recreations has been stellar in working with staff to deliver this event.
- One part time staff and a consultant have been hired to assist with the audit preparation.
- We received a response from Desert AIDS Project in Palm Springs; they indicated they want to collaborate on a two-year project for clinical outreach and testing. The community outreach would be done with their staff, possibly training our staff; we would have access to their media resources.
- BETA, our malpractice carrier, is hosting their annual conference. Joe Ruddon and Jackie Combs are signed up to attend.
- The ALPHA representative for workers' compensation coverage met with Ms. Combs this week. The District is responsible for past work comp data for three years; two years remain on that obligation for historical hospital data. Thereafter, the premium, which is based on the three-year trend, will reduce because the work comp incidents after the separation is minimal. ALPHA offers a defensive driving course for our van drivers.

CALENDAR REVIEW AND COORDINATION

The calendar for the Board of Directors was reviewed and coordinated. Ms. Graley noted that there were several changes to the calendar with standing meetings being moved to new dates.

- Foundation Board meeting is moved from Thursday, August 18 to Thursday, August 4.
- Regular meeting of the Board of Directors is moved from Thursday, August 11 to Monday, August 8.
- A special meeting has been scheduled for Thursday, August 25 at 5:30 p.m. followed by the regular business meeting 6:30 p.m.

DIRECTOR COMMENTS

Director Cooper: Thanked Ms. White for the financial report and the effort to prepare it.

Director Avels: Congratulations to Jackie Combs on a new grand-baby this past week; Director Avels likes the theme, “new district new culture” for employee orientation. She expressed appreciation for the CHC governing board and their willingness to work together with the District board to bring the best possible outcomes for the clinics and the community. Director Avels states she has been reflecting over the last year how far the District has come; finances have been an especially interesting journey. And we are a new district with a new culture. Thank you for showing interest in our district, it does matter.

Director Hoffman: “Ditto. I think that Jackie and Martie need to bring their grandbabies to the next meeting.”

Director Sullivan: “All I can do is repeat the positive comments already made; just keep up the good work.”

OPEN SESSION ADJOURNED

Director Sullivan adjourned the open session at 6:26 p.m.

CONVENE TO CLOSED SESSION

The Board of Directors convened at 6:30 p.m. to Closed Session pursuant to:

- Government Code section 32106 of the Health and Safety Code:
 - Pursuant to Government Code section 54957 of the Health and Safety Code: Public employee discipline / dismissal / release.
 - Pursuant to Government Code section 32106 of the Health and Safety Code: Report involving Trade Secret. Estimated date of public disclosure is September, 2016.
 - Pursuant to Government Code section 54957 of the Health and Safety Code: Employee Performance Evaluation – Chief Executive Officer

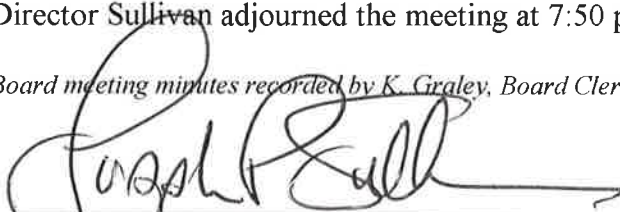
RECONVENE TO OPEN SESSION

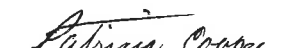
The Board of Directors reconvened to Open Session at 7:45 p.m. Director Sullivan instructed staff to implement action as directed by the board, and to reconvene another closed session to finish the CEO Evaluation process.

MEETING ADJOURNMENT

Director Sullivan adjourned the meeting at 7:50 p.m.

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


Joseph Sullivan, President


Patricia Cooper, Secretary