



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

August 25, 2016 at 6:30 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
- Patricia White, CFO
- Joe Ruddon, Director Business Operations

Guests:

- Mara Cantelo, CHC board member
- Diane Greenhouse
- Bob Armstrong
- Kathy Alkire

Media: None present

CALL TO ORDER

Director Sullivan called the meeting to order at 6:30 p.m.

ROLL CALL

Director Sullivan conducted roll call:

- 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 assembly in the Pledge of Allegiance.

PUBLIC COMMENTS

No public comment.

APPROVAL OF MEETING AGENDA

Motion 16-46: Director Doyle motioned to approve the meeting agenda as presented; 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: Regular Meeting of the Board of Directors, August 8, 2016
- Policy HR-205: Mileage Reimbursement (*revised*)
- Policy HR-259: Orientation, Training & Education of Staff (*revised*)
- Policy HR-285: Employee Competency (*revised*)

Motion 16-47: Director Doyle motioned to approve the consent agenda as presented; motion seconded by Director Avels; the motion passed by unanimous vote.

REPORTS

FINANCIAL REPORT – July, 2016, Patricia White, Controller

Ms. White referred the Directors to Tab 2 of the agenda packet.

Budget Variance: Ms. White explained the budget variance that included:

- \$669,000 from a Medi-Cal payment from the previous year's increase in rate-operating expenses;
- a variance of wages/benefits due to one employee on medical leave; and paid time off use spiked in July;
- pain management program payments;
- payments to a contractor to assist with the audit preparation (under contract labor).

Purchased Services: Ms. White indicated the variance percentage should be black, not red as it is in the packet. It is a technical error and does not reflect financial condition.

Lease and Rentals: Ms. White suggested the budget be revisited for lease/rentals. Static costs, including software and equipment exceed budget; budget should be increased.

Other Direct Expenses: Of note is advertising which includes publishing the quarterly magazine and imprinted expenses for the upcoming resource fair. She noted that expenses for clinic outreach are now being captured in the District financials, but are being tracked to isolate the expenses.

Transportation: Ms. White overviewed the transportation department for July indicating it was a typical month. Discussion followed about funding sources for a new van. She explained that an application has been submitted to MBTA for grant funding. Other funding sources are being pursued for the acquisition of a new van to better serve our community. Ms. White noted that last year's auto insurance was \$207 per month and has now increased to \$582 per month for three vehicles.

Clinics: Ms. White referred the Directors to page 9. HRSA fund drawdown for June/July was delayed related to the authorization process.

Ms. White informed the Directors that there will be no financial reports in September due to the audit process. August and September financial reports will be presented in October.

Director Doyle asked the board to also delay the strategic plan report to November because of the audit report in October. She cited that the Community Health Center governing board has not finalized their strategic plan and to meet in September would be premature. Ms. Combs noted that the District's strategic plan was scheduled to be reported in September and quarterly thereafter. Ms. Combs suggested the board allow staff to move forward with the District strategic plan presentation in September. The Board agreed with both recommendations and deferred the calendared meeting with the CHC Directors to November.



Morongo Basin Healthcare District Update, Jackie Combs, CEO

- Staff is meeting with Desert AIDS Project, Palm Springs; Joe Ruddon has contacted San Bernardino County to discuss expanding HIV testing in the Morongo Basin.
- Dental: The architect's renderings are completed; the cost and time to build out a dental facility expansion (\$300-\$400k) at the Yucca Valley facility for three chairs is questionable. Ms. Combs directed Joe Ruddon to explore leasing property already built for dental services.

CALENDAR REVIEW AND COORDINATION

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

- Ms. Combs proposed consolidating the two September meetings into one meeting on September 22.
- The joint meeting with CHC on September 13 is canceled.

FUTURE AGENDA ITEMS

- Update on clinic projects and status on HRSA grants
- Update on resource fair event

DIRECTOR COMMENTS

Director Cooper: Thanked staff and Director Hoffman for their work; and thanked the guests for attending tonight's meeting.

Director Avels: Thanked Directors Hoffman and Doyle for bringing the CHC forward.

Director Doyle: Thanked Director Hoffman for his work on the CHC bylaws. She stated that the District financial reports keep getting better and better. Thanked Jackie Combs for being here.

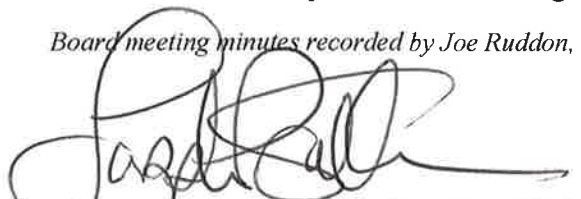
Director Hoffman: No comment.

Director Sullivan: Stated we're moving in the right direction; it's a great feeling to see things evolve the way they are. Thanked Director Hoffman for his leadership on the CHC Bylaws. And thanked Director Doyle for her leadership with the CHC board.

MEETING ADJOURNMENT

Director Sullivan adjourned the meeting at 7:23 p.m.

Board meeting minutes recorded by Joe Ruddon, interim Board Clerk.


Joseph Sullivan, President


Patricia Cooper, Secretary