

Hi-Desert Memorial Health Care District dba
Morongo Basin Healthcare District
BOARD OF DIRECTORS REGULAR MEETING MINUTES
September 22, 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
- Marti Avels

Administrative Staff:

- Jackie Combs, CEO
- Karen Graley, Board Clerk
- Joe Ruddon, Director Business Operations

Media:

- None present

Guests:

- Mary Jane Binge, CHC governing board
- Stan Helgesen, HDMC Auxiliary
- Bob Armstrong
- Dianne Greenhouse

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: present
- Director Cooper: present
- Director Hoffman: present
- Director Avels: present

OBSERVANCES

Director Hoffman read the mission, vision and core value statements and then led the assembly in the pledge to the American flag.

APPROVAL OF MEETING AGENDA

Motion 16-49: Director Doyle motioned to approve the meeting agenda as presented; motion was seconded by Director Hoffman; motion passed by unanimous vote.

PRESENTATION

STRATEGIC PLAN – Jackie Combs, CEO

Ms. Combs presented the first Staff progress report for the 2016-19 Strategic Plan and answered inquiries from the Directors.

- Strategy 1.1: AccentHealth is a waiting room educational portal that meets the strategy to promote healthy eating and food quality (includes healthy recipes in the broadcast).
- Strategy 1.4: Take A Hike program fulfills the strategy to promote healthy exercise; Joe Ruddon will provide detail in his report.
- Strategy 2.4: Providing primary care services to Veterans will be promoted at the October 8 Health & Community Resource Fair in Twentynine Palms.
- Strategy 2.7: Leveraging the District Resource Fairs to emphasize cancer screenings has been incorporated into the October 8 health fair in Twentynine Palms.
- Strategy 3.3: Donation of \$20,000 from HDMC Auxiliary; a grant has been submitted to Morongo Basin Transit Authority (MBTA) for additional funds; and a request for financial support has been presented to local Rotary organization. HDMC has a pristine transport van that they are willing to sell to the District.
- Strategy 3.4: Joe Ruddon has met with MBTA and Reach Out Morongo Basin to discuss partnering to improve transportation routes and operations.
- Ms. Combs asked the Directors if there was anything they wanted to add to the strategic plan or change priorities; they indicated they were satisfied with the current document.

APPROVAL OF CONSENT AGENDA

The Consent Agenda presented the following items for approval:

- Minutes: Special Meeting of the Board of Directors, August 25, 2016
- Minutes: Regular Meeting of the Board of Directors, August 25, 2016
- Policy LD-224: Conflict of Interest Code (*annual review requested by County*)
- Policy HR-218: Paid Time Off (*revised*)
- Policy HR: 233: Confidentiality of Personnel Records (*revised*)
- Policy HR 249: Absence and Tardiness (*revised*)
- Policy HR-256: Employee Corrective Action (*revised*)
- Policy HR-259: Employee Orientation, Training & Education (*revised*)
- Policy HR-261: Seminar Attendance (*revised*)
- Policy HR-262: Education Assistance (*revised*)

Motion 16-50: Director Avels motioned to approve the consent agenda as presented; motion seconded by Director Hoffman.

REPORTS

DISTRICT PROJECT UPDATE – Joe Ruddon, Director Business Operations

Mr. Ruddon reported on:

- Take A Hike program: was officially launched last month through the clinics. The program is a partnership between the District and the Joshua Tree National Park. The program is designed to facilitate management of health and body weight through exercise in the national park. Medical providers prescribe a prescription for 90-days for self-guided hikes that range

from easy to strenuous hikes. Clinic patients are thrilled with the program. At the New Year, HDMC physicians will be invited to participate in the program.

- Accent Health Education: Designed for the medical waiting room, the television broadcast presents educational information and provides for personalized clinic messaging, such as the upcoming health fair. Programming includes recipes, local weather, news headlines as well as generic medical information. It also allows for specific programming, such as pediatric information in the pediatric department.
- Health & Community Resource Fair: October 8 is just around the corner. The District has partnered with the City of Twentynine Palms and Hi-Desert Medical Center to present the event. Over 30 community vendors are participating; the Kids' Zone has over 12 educational games and interactive activities; it will have a strong veteran resource presence; tours of the clinic; sharps and medication drop-off; Z107.7FM will broadcast from the site.

NEEDS ASSESSMENT DISCUSSION – Jackie Combs, CEO

Ms. Combs presented a handout comparison of three options for contracting for the Needs Assessment. She gave a verbal overview of each of the products, ranging in price from \$32,000 to \$211,000.

- Director Doyle was interested in the mapping of targeted issues.
- Director Hoffman asked if there was potential to partner with HDMC and local governments. HDMC also has unique patient data that would be valuable to the Needs Assessment.
- Director Avels stated that we have a collaborative relationship with Tenet with access to national data. She likes the USC proposal.
- Director Doyle suggested that the County would be a good resource as well. USC would pull the OSHPD, County, State and national data.
- Director Sullivan liked the USC proposal to use existing data rather than the random samples proposed by the second company. He would like the District to make a decision on the product and then invite the community partners to participate.
- Director Hoffman expressed concern that the national data banks will compare us against urban data, not rural. The benchmarking must be defined by the District.
- Random sampling is attractive, we have a wealth of social service providers who deal with the day to day issues and could make a significant contribution to the process.
- Discussion about doing it ourselves: this is not our skill set so how valid would the assessment be? And it requires a huge investment of time, no one currently on staff could take on the project.
- General consensus to dialogue with USC to determine details; Ms. Combs will report back to the Board about the USC dialogue.

MORONGO BASIN HEALTHCARE DISTRICT UPDATE – Jackie Combs, CEO

Ms. Combs referred the Directors to Tab 3 in the agenda packet and provided the following additional information:

- Family Practice Residency Program: Staff visited Dr. Brar who presented an email from Western University. The university has new leadership and is expecting to begin working on the project in the next two months.
- Financial Report: There is no financial support other than the investment report that was included in the packet.
- Clinics: As of this week, all of the scopes of service have been resubmitted to HRSA.

- ♦ As of this afternoon, we have executed the lease for the Yucca Valley dental office which has space for five dental chairs. HRSA was previously informed that the dental clinic would be at the existing Yucca Valley facility and must now be informed of the new location; we are hiring all new staff for the operation.
- ♦ The pediatric clinic will not be relocated because the office owner removed it from the market.
- Human Resources: Ms. Combs displayed the new employee handbook produced by the payroll vendor. Handbooks are being distributed to employees.

CALENDAR REVIEW AND COORDINATION

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

- The Foundation meeting scheduled for Thursday, October 20 was moved to Thursday October 27 at 5:00 p.m. and will be followed by the regular District business meeting at 5:30pm.

FUTURE AGENDA ITEMS

- Needs Assessment report
- Clinic overhead percentages report

DIRECTOR COMMENTS

- Director Cooper: Thanked Staff for the good reports; she is glad to hear about the residency update.
- Director Avels: Thanked the audience for coming; she was reminiscing over all the work accomplished in the last four years, “It was worth it.”
- Director Hoffman: No comments
- Director Doyle: Thanked the Auxiliary for their magnanimous donation towards the transportation program; thanked Karen Graley for the wonderful Take a Hike rack card to promote the program; thanked Joe Ruddon for the great job on the many projects and the update; and said she was looking forward to the health fair.
- Director Sullivan: Thanked Stan Helgesen for the generous and timely donation by the Auxiliary to the transportation program; he thanked the two candidates that were present tonight; and thanked Staff for all the work that’s been accomplished, “You just keep raising the bar.”

OPEN SESSION ADJOURNED

Director Sullivan adjourned the open session at 6:55 p.m.

CONVENE TO CLOSED SESSION

The Board of Directors convened at 7:00 p.m. to Closed Session pursuant to:

- Pursuant to Government Code section 54957 of the Health and Safety Code: Trade Secrets. Anticipated disclosure date is November, 2016.
- Pursuant to Government Code section 54957 of the Health and Safety Code: Quality Report.



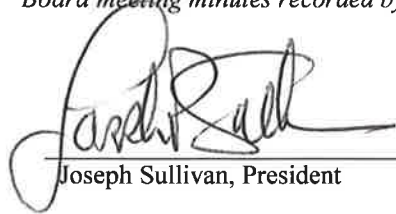
RECONVENE TO OPEN SESSION

The Board of Directors reconvened to Open Session at 8:00 p.m. Director Sullivan reported that the board directed the CEO to continue to support the clinics as interim Executive Director.

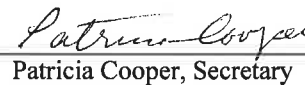
MEETING ADJOURNMENT

Director Sullivan adjourned the meeting at 8:04 p.m.

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



Joseph Sullivan, President



Patricia Cooper, Secretary