



Hi-Desert Memorial Health Care District dba
Morongo Basin Healthcare District
BOARD OF DIRECTORS REGULAR MEETING MINUTES
August 24, 2017 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 Doyle, President
- Director Armstrong, Vice President
- Director Sullivan, Secretary
- Director Hoffman, Treasurer
- Director Markle-Greenhouse

Administrative Staff:

- Jackie Combs, CEO
- Karen Graley, Board Clerk
- P.K. White, Controller
- Cindy Schmall, Director Facilities
- Ron Stewart, Executive Director, MBCHC

Guests:

- Jenna Hunt, The Desert Trail
- Stan Helgesen, HDMC Auxiliary President

CALL TO ORDER

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

ROLL CALL

Karen Graley, Board Clerk, conducted roll call. All give Directors were present for a quorum.

OBSERVANCES

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

PUBLIC COMMENT

There was no public comment.

APPROVAL OF MEETING AGENDA

Motion 17-63: Director Armstrong motioned to approve the meeting agenda as presented; motion was seconded by Director Sullivan; motion passed by unanimous vote. Correction LD-239

APPROVAL OF CONSENT AGENDA

The Consent Agenda presented the following items for approval; there was discussion on both documents:

- Minutes: Regular meeting of the Board of Directors, August 10, 2017: minutes were edited to reflect closed session report more accurately.
- Policy: LD-240 Procurement: two words were changed on page 2; policy number changed from LD-239 to LD-240.

Motion 17-64: Director Hoffman motioned to approve the consent agenda with the noted edits; motion seconded by Director Sullivan; motion passed by unanimous vote.

REPORTS

MORONGO BASIN HEALTHCARE DISTRICT UPDATE, Jackie Combs, CEO

Ms. Combs referred the Board of Directors to Tab 2 for her report. She expanded her report with the following information:

- Prem Salhotra, M.D., Medical Director of Morongo Basin Community Health Center, is doing a great job in reducing the prescription of opioids to patients as per guidelines established by the Center for Disease Control. He is overseeing mid-level provider activity. He has reduced the quantity of pills per prescription. Dr. Salhotra had requested an audit of patient charts to determine status on the control of opioids. The Directors spoke to the national epidemic and their appreciation for Dr. Salhotra's leadership and protection of our patients.
- Provider Recruitment: a full time psychiatrist has been recruited; a nurse practitioner has returned; and we have committed to a new-grad nurse practitioner from Tennessee.
- Staff enjoyed the National Health Center Week celebration which included food, drawings and a small gift. The highlight of the week was the Cone Zone food truck that served shaved ice products on Wednesday.
- The finance department has refined the financial report with the new fiscal year starting in July. The report has been consolidated to high-level overview; quarterly reports will be presented for notable trends. Director Hoffman continues to meet with PK White, Controller, to review the full, detailed numbers. All Directors are invited to meet with Ms. White to review the detailed data.
- Director Doyle shared that Jackie Combs has been nominated for the Inland Empire's Spirit of the Entrepreneur Award. The program was created to recognize top businesses in the region. It is a great honor to be nominated for this award which includes two rounds of interviews. Congratulations were given and the Board of Directors led the assembly in applause.

FINANCIAL REPORT – JULY 2017, Patricia White, Controller

Ms. White directed the board's attention to the printed report presented in the Agenda packet. The report has been refined to a consolidated overview.

July showed lower revenue in the health center due to providers' vacations and transition of staff. Operational expenses were in line. Also, there was a grant timing issue with the HRSA process imposing on grant cash flow. District and Transportation were as budgeted.

Director Doyle led a discussion regarding the information presented for Transportation cost per mile; she requested a graph comparing past months.

Ms. White reported that there was a small reduction in FTE in July. Discussion followed about FTE trends. Cindy Schmall clarified that FTE levels are based on hours worked, not the number of staff employed. Therefore, because there were fewer providers staff were flexed in their hours resulting in the variance in FTE number presented. The board requested a graph depicting FTE trends.



DISTRICT CONSOLIDATED:

- ◆ Health Center patient revenue was 25% less than budgeted for July.
- ◆ Contract labor expenses includes per diem help for the DSH audit and coverage for provider vacant positions.
- ◆ Insurance reflects the drop in Workers Comp premiums.
- ◆ Other direct expenses include board training, marketing, transportation gas, dues, and payroll fees.
- ◆ Overall expenses did meet budget.

INVESTMENTS:

- Cash reserves have grown putting the District in a good position.

Director Armstrong thanked PK White for her work and the new report format.

ACTION ITEMS:

Acceptance of the Financial Report

- **Motion 17-65:** Motion by Director Hoffman, second by Director Sullivan to accept the financial report as presented; motion passed unanimously.

CALENDAR REVIEW AND COORDINATION

The calendar for the Board of Directors were reviewed and coordinated for the month of September and October.

- September 14 meeting: both Jackie and Director Greenhouse will not attend meeting because of the ACHD conference. Other conflicts with meeting dates were presented by board members.
- Director Doyle asked for discussion to either move the second meeting for September to an earlier calendar date, or to move the standing date as a permanent change. General consensus to move both standing business meetings to the first and third Thursday of each month. September meetings will be September 7 and 21. The Board Clerk will inform the media and those community members who may attend meetings from time to time. It was also acknowledged that monthly financial reports will be presented at the first meeting in the month rather than the second meeting in the month; and September will not present a financial report.

NEXT AGENDA

- Bylaws revision
- ACHD conference reports

DIRECTOR COMMENTS

- Director Armstrong: A local physician has expressed concern to him about the performance of the hospital. He inquired if there was anything in the lease agreement regarding influencing hospital performance. Jackie Combs explained that there were no provisions for patient satisfaction. She will follow up with Karen Faulis, hospital CEO, regarding the patient engagement committee she mentioned at a previous District meeting. Director Armstrong also inquired as to the reporting schedule for those areas listed in the agreement. Director Doyle requested that we routinely schedule their report. Director Sullivan stated, that when they report

to the board he would like to see their PowerPoint presentation before the night it's presented so the board can prepare and ask questions. There was further discussion. Director Hoffman requested that the hospital's public quality survey be presented quarterly to the board as an FYI for discussion with constituents. (HospitalCompare.gov). It was suggested that the report be presented in the District's agenda packet.

- Director Sullivan: Recently, he had two different people compliment the hospital on how well they were treated at the HDMC. He had a family member in the emergency room last week and it was a brilliant experience. Very efficient staff.
- Director Hoffman: Congratulated Jackie on the nomination.
- Director Doyle: Congratulated Jackie as well; thanked PK White for an excellent financial report; and thanked Ron Stewart for securing the IEHP contribution for the new psychiatrist's salary.

MEETING TRANSITION

The public / open meeting adjourned at 6:29 p.m. for a brief transition and convened to closed session at 6:40 p.m.

- Pursuant to Government Code section 32106 of the Health and Safety Code: Report involving Trade Secret. Estimated date of public disclosure is projected to May, 2017.
- Pursuant to Government Code section 54957 of the Health and Safety Code: Employee Performance Evaluation: Chief Executive Officer.

MEETING RECONVENED TO OPEN SESSION at 8:35 p.m. to receive Closed Session report.

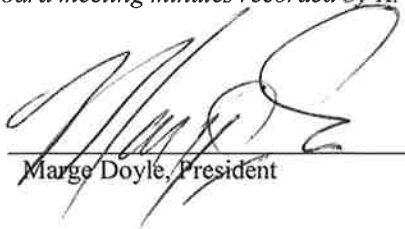
Director Doyle reported that:

- Regarding Trade Secret: Staff is to provide additional information as available.
- Regarding Personnel / CEO: The board made good progress defining CEO goals for current year and will continue the process in closed session at September 7 meeting.

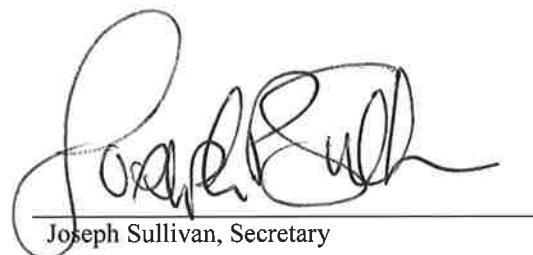
MEETING ADJOURNMENT

Director Doyle adjourned the meeting at 7:05 p.m.

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



Marge Doyle, President



Joseph Sullivan, Secretary