



Morongo Basin Health Care District
Community Health Center

GOVERNING BOARD MEETING

MINUTES of Thursday, January 12, 2023, 6:00 p.m.

Convened via GoToMeeting, an electronic, remote-site platform temporarily permitted as per the Executive Order issued by California's Governor in response to the COVID-19 pandemic. Additionally, a physical meeting convened on the District's campus at 6530 La Contenta Road, Yucca Valley, suite 400.

Mission Statement: To improve the health and wellness of the communities we serve.

Vision Statement: A healthy Morongo Basin.

Core Values: Commitment, Collaboration, Accountability, Dignity, Integrity

PRESENT:

- Patricia "Pat" Cooper (*not present*)
- Bryan Goldfarb (*remote*)
- Nicola Keller (*present*)
- Alejandro Penalva (*remote*)
- Heidi Stiemsma (*present*)
- Cecelia St. Clair (*present*)
- Jackie Todd (*present*)
- Jack Williams (*remote*)
- Dianne Greenhouse, MBHD board member (*remote*)
- Debra Savitt, MBHD board member (*remote*)

STAFF:

- Cindy Schmall, CEO (*present*)
- Karen Graley, Board Clerk (*remote*)
- Tela Thornett, Admin Assistant (*present*)
- Joe Ruddon, Director Business Development (*present*)
- Kathy Alkire (*remote*)
- Gina Steffens, Behavioral Health Manager (*present*)
- Janeen Duff, Program Development Liaison (*present*)
- Tina Huff, Clinical Care Director (*present*)

GUEST: Cody Briggs, community member

CALL TO ORDER: The meeting was called to order by Dianne Greenhouse at 6:00 p.m.

ROLL CALL: Karen Graley, board clerk, conducted roll call and declared a quorum.

OBSERVANCES:

Dianne Greenhouse led the assembly in the Pledge of Allegiance
Cecelia St. Clair read the mission and vision statements.

PUBLIC COMMENTS:

No public comments were presented.

APPROVAL OF MEETING AGENDA:

Motion 23-01: Motion by Cecelia St. Clair to approve the meeting Agenda with rearrangement of business items (ratification of appointed District Board members, and the election of officers, and the seating of a new member prior to presentations); motion seconded by Nicola Keller; the motion passed by unanimous vote.

APPROVAL OF CHC CONSENT AGENDA:

Motion 23-02: Motion by Nicola Keller, second by Jackie Todd, to approve the Consent Agenda as presented; the motion passed by unanimous vote. There was no discussion.

- Minutes of the Governing Board regular business meeting November 10, 2022 (Note: the December meeting was cancelled because of no quorum.)
- Re-ratify the Governor's proclamation of state of emergency and authorize remote teleconference meetings of the legislative body, CHC Governing Board.

RATIFY APPOINTMENT OF DISTRICT REPRESENTATION – *Cindy Schmall, CEO*

Ms. Schmall introduced the action item for discussion noting that this action is defined in the co-application agreement. The District board presented for consideration Pat Cooper and Heidi Stiemsma to the CHC governing board.

- **Motion 23-03:** Motion by Nicola Keller to ratify the appointment of Pat Cooper and Heidi Stiemsma to the CHC governing board as District representatives to the Governing Board; second by Cecelia St. Clair; motion passed by unanimous vote.

ELECTION OF BOARD OFFICERS – *Karen Graley, board clerk*

Board Clerk Karen Graley accepted the gavel and conducted the election of officers for this year.

She opened the floor for nominations for Chairperson. Cecelia St. Clair nominated Nicola Keller. No other nominations were presented. Nominations were closed.

- **Motion 23-04:** Motion by Cecelia St. Clair to elect Nicola Keller as Chairperson of the CHC Governing Board; second by Heidi Stiemsma; motion passed by unanimous vote.

Ms. Graley asked for nominations for the office of Vice Chairperson. Cecelia St. Clair nominated Pat Cooper. No other nominations were presented. Nominations were closed.

- **Motion 23-05:** Motion by Cecelia St. Clair to elect Pat Cooper as Vice Chairperson of the CHC Governing; second by Jack Williams; motion passed by unanimous vote.

Ms. Graley asked for nominations for the position of Secretary of the Board. Heidi Stiemsma nominated Cecelia St. Clair; no other nominations were presented. Ms. Graley called for the motion.

- **Motion 23-06:** Motion by Heidi Stiemsma to elect Cecelia St. Clair as Secretary of the CHC Governing Board; second by Bryan Goldfarb; motion passed by unanimous vote.

Ms. Graley requested nominations for board treasurer. Jack Williams nominated Bryan Goldfarb as treasurer; no other nominations were presented. Nominations were closed.

- **Motion 23-07:** Motion by Jack Williams to elect Bryan Goldfarb as Treasurer of the CHC Governing Board; second by Heidi Stiemsma; motion passed by unanimous vote.

Elected:

- Nicola Keller, chairperson
- Pat Cooper, vice chairperson
- Cecelia St. Clair, secretary
- Bryan Goldfarb, treasurer

ACCEPT RESIGNATION OF DENISE CULLUM– *Cindy Schmall, CEO*

Ms. Schmall stated that Denise Cullum tendered her resignation just before the December business meeting was to convene.

- **Motion 23-08:** Motion by Jack Williams to accept the resignation of Denise Cullum from the CHC Governing Board; second Cecelia St. Clair; motion passed by unanimous vote.

APPOINT NEW MEMBER TO GOVERNING BOARD– *Cindy Schmall, CEO*

Ms. Schmall introduced Cody Briggs to the board members. He gave a brief background summary of his experience. There were no questions from board members.

- **Motion 23-09:** Motion by Cecelia St Clair to appoint Cody Briggs to the CHC Governing Board as a community member; second by Heidi Stiemsma; motion passed by unanimous vote.

PRESENTATION

CONFLICT OF INTEREST OVERVIEW – *Cindy Schmall, CEO*

Ms. Schmall reviewed the Conflict of Interest form and its purpose, and instructed board members to complete the Conflict of Interest Disclosure Form that was included in the agenda packet. Forms should be forwarded to Karen Graley, board clerk, or Tela Thornett, administrative assistant.

BEHAVIORAL HEALTH SERVICES – *Gina Steffens, Behavioral Health Manager*

Ms. Steffens began the presentation with mental health national statistics. Current CHC services have a six month waiting list. She stated that CHC primarily cares for adults. One part-time provider works with children through a remote platform.

Jack Williams asked if CHC provided care to veterans; Cindy Schmall confirmed that CHC does provide care to veterans. He asked if CHC could utilize providers employed on the Marine Corp Base in 29 Palms. Ms. Schmall explained that CHC can only contract with those who are licensed in the state of California. She noted that the shortage of mental health providers is a nation-wide problem and not specific to the Morongo Basin. Gina Steffens continued her presentation with a pictorial introduction of staff and viewing of some of the care-spaces.

Heidi Stiemsma asked if nurse practitioners with behavioral health experience can be used by CHC; Cindy Schmall stated that is an option for the department. There was discussion about the behavioral health referral process for those individuals on the wait list. Bryan Goldfarb asked if we're accepting new patients: Ms. Steffens stated no new psychiatry patients are being accepted at this time; they are referred to other local providers. She stated that we are recruiting more staff. On the therapy side, CHC has a six-month waiting list and provides referrals to local entities. Jack Williams asked if recruiting was hampered by funding; Ms. Schmall stated funding was not the issue but that providers want to work only by remote and not be onsite to care for patients.

ACTION ITEMS

APPROVE ANNUAL BUSINESS CALENDAR – *Cindy Schmall, CEO*

Ms. Schmall reviewed the calendar with the board.

- **Motion 23-11:** Motion by Bryan Goldfarb, second by Heidi Stiemsma, to approve the Annual Business Calendar as presented.

REVIEW OF GOVERNING BOARD BYLAWS – *Cindy Schmall, CEO*

Ms. Schmall noted that the Bylaws are presented for final approval and reviewed the changes with the board. They were previously reviewed and discussed and were scheduled for final approval at the December business meeting which was canceled for no quorum.

- **Motion 23-12:** Motion by Cecelia St. Clair to approve the Bylaws as presented; second by Jack Williams; motion passed by unanimous vote.

MOBILE MEDICAL UNIT DEPLOYMENT – *Cindy Schmall, CEO*

Ms. Schmall stated that the mobile medical unit (MMU) has been deployed to Joshua Tree for several months but has failed to establish a significant patient following in that location. The presumed community need in Joshua Tree was not present. The continued MMU deployment to Joshua Tree was causing disruption of Yucca Valley health center services, such as Dr. Cruikshank's Yucca Valley patients being redirected to the MMU in Joshua Tree. Additionally, support staff were also redirected away from the Yucca Valley health center in support of the MMU services in Joshua Tree. Currently, the MMU will be assigned space at the Split Rock facility to provide temporary clinic space during the relocation transition of the 29 Palms health center. Staff is requesting approval of redeployment of the MMU as needed. Discussion followed.

- **Motion 23-13:** Motion by Cecelia St. Clair to approve the redeployment of the MMU as requested; second by Bryan Goldfarb; motion passed by unanimous vote.

APPROVE RELOCATION OF 29 PALMS SERVICES – *Cindy Schmall, CEO*

Ms. Schmall explained that the Governing Board previously approved the relocation of the 29 Palms dental services to the Split Rock facility. Now, staff is requesting formal approval to relocate all 29 Palms health center services to the Split Rock facility. There were questions about all services fitting in the existing building until the new building is placed. Ms. Schmall stated that staff and patients recognize the inconvenience is a temporary circumstance and are supportive of the transition.

- **Motion 23-13:** Motion by Cecelia St. Clair to approve the relocation of all 29 Palms health center services to the Split Rock facility; second by Heidi Stiemsma; motion passed by unanimous vote.

CEO EVALUATION PROCESS – *Cindy Schmall, CEO*

Ms. Schmall referenced the Co-Application Agreement which provides for two board members to represent the CHC Governing Board in the annual CEO performance evaluation process. CHC board members received the evaluation form by U.S. Postal service; four members submitted their evaluation within the prescribed timeframe with one additional survey received outside of the specified timeframe. The two appointed board members will meet with the District board on February 2 in closed session to administer the CEO performance evaluation. There were several detailed questions about the evaluation process.

- **Motion 23-14:** Motion by Heidi Stiemsma to appoint Cecelia St. Clair and Jack Williams to represent the CHC Governing Board in the CEO evaluation process; second by Cody Briggs; motion passed by unanimous vote.

REPORTS

FINANCE REPORT – *Debbie Anderson, CFO*

Ms. Anderson presented financial reports for September, October and November, 2022 in the board agenda packet. She reviewed the November data. The clinic financials for the month show income of \$127,951 and year to date income of \$382,802. The health center showed a positive change in net position. Expenses are over budget both for the month and year to date, but income is significantly over budget for the month and year to date as well. The biggest impact on revenue is the higher PPS rate, followed by a significant amount of capitation fees being received.

- **Motion 23-15:** Motion by Cecelia St. Clair to accept the financial reports as presented; second by Jack Williams; motion passed by unanimous vote.

CEO REPORT – *Cindy Schmall, CEO*

Ms. Schmall provided a PowerPoint presentation to review 2022 accomplishments. Board members asked for clarification throughout and expressed appreciation for all the accomplishments that staff achieved under Cindy Schmall's leadership.

She noted that Frank Paul, DO has been appointed as medical director for the health center. Dr. Salhotra is focusing on his private practice.

BOARD CALENDAR:

- It was noted that effective March 1, 2023, the State of Emergency declared by Gov. Newsom will end. Board members will be required to physical attend board meetings, remote attendance will no longer be available to board members. Exceptions from the Brown Act requirements for remote attendance may be considered for emergency situations such as health or family crisis.

MEMBER COMMENTS:

- CECELIA ST. CLAIR: "I can't praise our organization enough; we work well together as a board. Staff accomplished so much this past year."

MEETING ADJOURNMENT

The meeting was adjourned at 8:18 p.m.

Minutes recorded by Karen Graley, Board Clerk



Cecelia St Clair, Secretary