



2017 Press Ganey Guardian of Excellence Award Winner
2017 Hospital Quality Institute Award Winner

BOARD OF DIRECTORS MONTHLY MEETING MINUTES

Date: August 16, 2018

Place: Mammoth Hospital Administration Conference Rooms A & B
85 Sierra Park Road
Mammoth Lakes, CA 93546

Attendance of Board Members: Ryan Wood, Chair; Stephen Swisher, M.D., Treasurer;

David Anderson, Vice Chair, attended via teleconference and was located at 11264 132nd Ave. NE, Redmond, WA 98052.

Absent: Laurey Carlson, Secretary.

Attendance of Staff Members: Gary Myers, CEO; Melanie Van Winkle, CFO; Kathleen Alo, CNO; Craig Burrows, M.D., CMO; Brian Hilliard, Physican Clinics Administrator, David Baumwohl, Legal Counsel; Sarah Rea, Recording Secretary.

I. CALL TO ORDER

Chair Wood called the meeting to order at 8:03 a.m.

II. PLEDGE ALLEGIANCE TO THE FLAG AND READING OF THE SMHD VISION, MISSION AND VALUES

The meeting opened with the Pledge of Allegiance to the Flag and the reading of the SMHD Mission, Vision & Values led by Stephen Swisher, M.D.

III. PUBLIC COMMENTS

There were no public comments.

IV. CHIEF OF STAFF REPORT

There was no Chief of Staff report due to the absence of Dr. Tim Crall.

V. ADJOURN TO CLOSED SESSION

The Board adjourned to closed session at 8:06 a.m.

VI. REPORT ON CLOSED SESSION

The Board reconvened to open session at 9:21 a.m.

CONFERENCE WITH LEGAL COUNSEL – PENDING AND THREATENED LITIGATION Existing Litigation and Significant exposure to litigation pursuant to Government Code §54956.9.

1. Inyo County Local Agency Formation Commission (LAFCO), Northern Inyo Healthcare District v. Southern Mono Healthcare District, Sacramento Superior Court Case No. 34-2015-80002247-CU-WM-GDS; 3rd District Court of Appeal Case Nos. C085138 and C086087.
2. Debra Esterces vs. Mammoth Hospital, Workers Compensation Appeals Board, Case No. ADJ10805746; and further threatened litigation.
3. Claim of Ryan Luque.
4. Debra Esterces v. Southern Mono Healthcare District, USDC Eastern District Case No. 2:18-cv-01121-TLN-KJN.

David Baumwohl reported discussion of **CONFERENCE WITH LEGAL COUNSEL on PENDING AND THREATENED LITIGATION** for the above items. No action was taken.

CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Government Code § 54956.8).

No matters to discuss this month.

QUALITY ASSURANCE – (Health and Safety Code §32155)

1. Chief of Staff Report.

David Baumwohl reported that **QUALITY ASSURANCE** issues were not discussed with Timothy Crall, M.D., due to his absence.

2. CEO Report.

David Baumwohl reported that **QUALITY ASSURANCE** issues were discussed with Gary Myers, Chief Executive Officer; and that there were comments from the CEO; no action was taken.

3. CFO Report.

David Baumwohl reported that **QUALITY ASSURANCE** issues were discussed with Melanie Van Winkle, Chief Financial Officer; no action was taken.

4. CNO Report.

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David Baumwohl reported that QUALITY ASSURANCE issues were discussed Kathleen Alo, Chief Nursing Officer; no action was taken.

5. CMO Report.

David Baumwohl reported that QUALITY ASSURANCE issues were discussed with Craig Burrows, M.D., Chief Medical Officer; no action was taken.

6. Physician Clinics Administrator Report.

Nothing to report.

QUALITY ASSURANCE QUARTERLY SUMMARIES - (Health and Safety Code §32155)

1. Review of the Quarterly Performance Improvement Report.

David Baumwohl reported that the QUALITY ASSURANCE QUARTERLY SUMMARIES were reviewed. Stephanie Stanton, Quality Improvement Coordinator, joined the meeting at 8:30 a.m. to discuss the above matter, and left the meeting at 8:33 a.m.

HEALTH CARE FACILITY TRADE SECRETS (Health and Safety Code §32106)

1. Sierra Park Clinics/Mammoth Hospital.

David Baumwohl reported HEALTH CARE FACILITY TRADE SECRETS were discussed regarding Sierra Park Clinics/Mammoth Hospital and that Gary Myers, CEO, provided comments; no action was taken.

PERSONNEL MATTERS (Government Code §54957)

1. CEO Recruitment.

David Baumwohl reported that CEO recruitment was discussed; no action was taken.

2. Gary Myers, CEO.

David Baumwohl reported that PERSONNEL MATTERS were discussed with Gary Myers, CEO; no action was taken.

All staff were asked to leave Closed Session at 9:00 a.m., leaving the CEO and the Board for the duration of the Closed Session meeting.

3. Review of the Quarterly Work Comp Report.

No action was taken.

CREDENTIALING

Appointment to Provisional Staff

Paul Polishuk, M.D. Urology

Chester Griffiths, M.D. Otolaryngology

Temporary Privileges

Lance Maki, M.D.	OB/GYN
Luella Guzman, M.D.	Pediatrics
Joan Kutchbach, M.D.	Pediatrics
Kim Escudero, M.D.	Pediatrics

David Baumwohl reported the foregoing physician CREDENTIALING was discussed; no action was taken.

Closed Session ended at 9:13 a.m.

VII. PUBLIC COMMENTS

Lorrie Gould, the Vice President of the Mammoth Hospital Auxiliary, made the following comments:

1. The Auxiliary members have voted to continue “Think Pink” Saturdays until the end of 2018, with proceeds donated to the new mammography machine.
2. National Thrift Store Day is Friday, August 17. The Cast Off will be open for a “Shop ‘til you Drop” day from 11 a.m.-3 p.m. Cookies will be served in the morning and ice cream in the afternoon, plus a drawing each hour.
3. The Auxiliary is planning a celebration in honor of its 50th birthday party to be held at the Westin.

VIII. CONSENT AGENDA

(All matters on the consent agenda to be approved on one motion unless a Board Member requests separate action on a specific item)

1. Previous Minutes to be approved:
June 21, 2018 Regular Board Meeting
2. Chief Financial Officer Report
3. Chief Nursing Officer Report
4. Chief Medical Officer Report
5. Chief Information Officer Report
6. Physician Clinics Administrator Report
7. Human Resources Report
8. Approval of Trapper Felt as SO
9. BETA 2017 Contract Year CARE Reimbursement.

Stephen Swisher, M.D., moved, seconded by Dave Anderson, to approve all items on the consent agenda as presented in the packet. Chair Wood asked for comments; a brief discussion ensued regarding the facilities report and the BETA reimbursement. A vote was taken; the motion passed unanimously. Yes 3, No 0.

IX. COMMITTEE REPORTS

1. Finance Committee
Stephen Swisher, M.D., Ryan Wood

Details from the Finance Committee Meeting will be covered in the Financial Report.

2. Physician Compensation and Relations Committee
Ryan Wood, Laurey Carlson

There was no Physician Compensation meeting; no report.

3. Employee Relations Committee David Anderson

There was no Employee Relations Committee meeting; no report.

4. Quality Assurance Committee Stephen Swisher, M.D.

There was no Quality Assurance Committee meeting; no report.

5. CEO Annual Review Committee Ryan Wood, Laurey Carlson

There was no CEO Annual Review Committee meeting; no report. This committee is inactive at this time.

6. IT Steering Committee Stephen Swisher, M.D., Ryan Wood

There was no Information Technology (IT) Steering Committee meeting this month; no report.

7. Facilities Committee Ryan Wood

There was no Facilities Committee meeting; no report.

8. Board Member Recruitment Committee Laurey Carlson, David Anderson

There was no Board Member Recruitment Committee meeting; no report.

9. Ad Hoc, Special, or Other (as needed) Committees
a. CEO Recruitment Stephen Swisher, M.D., Ryan Wood

There was no CEO Recruitment meeting; no report.

X. CHIEF EXECUTIVE OFFICER REPORT

Gary Myers, CEO, had no additions to his report.

XI. FINANCE REPORT

1. July 2018 Financial Narrative

Melanie Van Winkle, CFO, reviewed and presented the Financial Statements, included in the packet via PowerPoint presentation. Ms. Van Winkle reported the July Net Gain was \$17,000, which resulted in an unfavorable budget variance of \$258,000. The unfavorable variance is a result of unfavorable payer mix & higher than budgeted expenses due to increased number of complex surgical cases. The year-to-date Net Gain was \$17,000 resulted in an unfavorable year-to-date budget variance of \$258,000. Days of cash-on-hand were at 293.1 at the end of July.

2. Investment Report.

XII. BOARD EDUCATION

1. Quality and Patient Safety Monograph: Getting the Board on Board with Quality. Overview by Gary Myers, CEO.

A synopsis of the Quality and Patient Safety Monograph was presented by Gary Myers, CEO. Gary Myers requested Board members read the first chapter before the Board's next regular meeting on September 27.

XIII. OLD BUSINESS

1. Board Vacancy: Filling the Vacancy by Election.

Stephen Swisher, M.D., moved, seconded by Dave Anderson, to fill the current Board vacancy by Special Election, and to take all action necessary to assist Mono County in consolidating the Special Election with the General Election on November 6, 2018. A roll call vote was taken; the motion passed unanimously. Stephen Swisher, M.D., Yes; Dave Anderson, Yes; Ryan Wood, Yes. No, 0.

XIV. NEW BUSINESS

1. Review of the Quarterly Retirement Plan Performance: 403 (b) and 457 Employee Retirement Plans by Sarah Vigilante, Human Resources Manager.

Sarah Vigilante, Human Resources Manager, reviewed the Quarterly Retirement Plan Performance: 403(b) and 457 Employee Retirement Plans. A discussion was held regarding the model that Mammoth Hospital uses for its Retirement Plans. No action was taken.

2. Approval of the Quarterly Performance Improvement Report.

Stephen Swisher, M.D., moved, seconded by Dave Anderson, to approve the Quarterly Performance Improvement Report. A vote was taken, the motion passed unanimously. Yes, 3, No, 0.

3. Review and Approval of Cost Increase for Steris Autoclave Project for Surgery.

Mark Lind, CIO, presented the proposal for the cost increase of the Steris Autoclave Project. Stephen Swisher, M.D., motioned, seconded by Dave Anderson, to approve the cost increase. A vote was taken, the motion passed unanimously. Yes, 3 No, 0.

4. Quarterly Review and Approval of New & Revised Contracts.

Stephen Swisher, M.D., moved, seconded by Dave Anderson, to approve the Quarterly New and Revised Contracts as listed. Chair Wood asked for discussion, there was none. A vote was taken; the motion passed unanimously. Yes: 3, No, 0.

5. Rejection of Bid from Speiss Construction on Sitework Project.

Stephen Swisher, M.D., moved, seconded by Dave Anderson, to reject the bid from Speiss Construction on the Sitework Project. Chair Wood asked for discussion, there was none. A vote was taken; the motion passed unanimously. Yes: 3, No: 0.

6. Agreement for Provision of Physician Services between Southern Mono Healthcare District and Timothy Cragun, M.D.

Stephen Swisher, M.D., moved, seconded by Dave Anderson, to approve the professional services agreement between the Southern Mono Healthcare District and Timothy Cragun, M.D., for the provision of Physician Services with the non-material changes discussed earlier. Chair Wood asked for discussion; there was none. A vote was taken; the motion passed unanimously. Yes 3, No 0.

7. Appointment of Dr. Christopher W. Ward as Medical Director of the Rural Health Clinic.

Stephen Swisher, M.D., moved, seconded by DA, to approve Christopher Ward, M.D., as the Medical Director of the Rural Health Clinics. A vote was taken; the motion passed unanimously. Yes 3, No 0.

8. Declaration of Surplus District Property, Equipment and Supplies.

Ryan Wood moved, seconded by Stephen Swisher, M.D., to approve the disposal of surplus District property, equipment and supplies presented to the Board and to direct staff to dispose of it in the manner most beneficial to the District. The surplus District property, equipment and supplies presented have nominal or no value. A vote was taken; the motion passed unanimously. Yes 3, No 0.

XV. CREDENTIALING

Appointment to Provisional Staff

Paul Polishuk, M.D. Urology

Chester Griffith, M.D. Otolaryngology

Temporary Privileges

Lance Maki, M.D. OB/GYN

Luella Guzmans, M.D. Pediatrics

Joan Kutchbach, M.D. Pediatrics

Kim Escudero, M.D. Pediatrics

Stephen Swisher, M.D., moved, seconded by Dave Anderson, to approve the appointments as listed above. A vote was taken; the motion passed unanimously. Yes 3, No 0.

XVI. FUTURE BUSINESS

1. Presentation of the Patient and Family Centered Care (PFCC Report) Annual Report by Adrienne Burns, Quality Improvement Specialist.
2. Special Meeting for CEO Candidate interviews August 23, 24.

The next Regular meeting will take place on Thursday, September 27, 2018 at 8:00 a.m. in Conference Rooms A & B at Mammoth Hospital.

ADJOURN

The meeting was adjourned at 10:04 a.m.