



2019 Press Ganey Guardian of Excellence Award Winner

**SOUTHERN MONO HEALTHCARE DISTRICT
JUNE 2020 MONTHLY BOARD MEETING MINUTES**

Date: June 18, 2020

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

Attendance of Board Members: Laurey Carlson, Vice Chair; Stephen Swisher, M.D., Treasurer; Joanne Hunt, Secretary; Yuri Parisky, M.D., Member at Large.

Absent: David Anderson, Chair.

Attendance of Staff Members: Tom Parker, Chief Executive Officer; Melanie Van Winkle, Chief Financial Officer; Caitlin Crunk, Chief Nursing Officer; Craig Burrows, M.D., Chief Medical Officer; Mark Lind, Chief Information Officer; David Baumwohl, Legal Counsel; Sarah Rea, Recording Secretary.

I. CALL TO ORDER

Laurey Carlson, acting chair in the absence of David Anderson, called the meeting to order at 8:04 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 lead by Yuri Parisky, M.D.

III. PUBLIC COMMENTS

Sarah Rea, District Recording Secretary, read a comment from Lorrie Gould, Vice President, Mammoth Hospital Auxiliary: The Cast Off is opening for business on Saturdays and Thursdays starting June 20. It will be operating regular hours. The limited days are because all clothing must sit for three days prior to being handled or put on the floor. Donations will only be accepted on those days. No heavy or large items will be accepted. Lorrie Gould wished to thank Gardiner Miller, Foundation Coordinator, and Staci Brock, Infection Prevention Officer, for attending the Auxiliary's meeting and giving advice and helpful ideas for reopening.

IV. CHIEF OF STAFF REPORT

The Chief of Staff report was included in the confidential packet.

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 10:07 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 & C086087.

Acting Chair Carlson 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).

Acting Chair Carlson reported there were no matters to discuss: no action was taken.

QUALITY ASSURANCE – (Health and Safety Code §32155)

1. Chief of Staff Report.

Acting Chair Carlson reported that that QUALITY ASSURANCE issues were not reported by or discussed with Richard Koehler, MD., Chief of Staff; no action was taken.

2. CEO Report.

Acting Chair Carlson reported that QUALITY ASSURANCE issues were not reported by or discussed with Tom Parker, CEO. No action was taken.

3. CFO Report.

Acting Chair Carlson reported that QUALITY ASSURANCE issues were not reported by or discussed with Melanie Van Winkle, CFO; no action was taken.

4. CNO Report.

Acting Chair Carlson reported that QUALITY ASSURANCE issues were not reported by or discussed with Caitlin Crunk, CNO; no action was taken.

5. CMO Report.

Acting Chair Carlson reported that QUALITY ASSURANCE issues were not reported by or discussed with Craig Burrows, M.D., CMO. No action was taken.

6. CIO Report.

Acting Chair Carlson reported that QUALITY ASSURANCE issues were not reported by or discussed with Mark Lind, CIO; no action was taken.

7. Review and Approval of the SMHD Quality Improvement Plan, FY 2020-2021.
8. Review and Approval of the SMHD Case Management/Utilization Plan, FY 2020-2021.
9. Review and Approval of the SMHD Risk Management Plan, FY 2020-2021.
10. Review and Approval of the SMHD Infection Prevention Plan, FY 2020-2021.

Items 7-10 were taken as a block. Joanne Hunt moved, seconded by Yuri Parisky, M.D., to approve the above plans as presented. A roll call vote was taken; the motion passed unanimously. Laurey Carlson, Yes; Stephen Swisher, M.D., Yes; Joanne Hunt, Yes; Yuri Parisky, M.D., Yes.

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

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

1. Sierra Park Clinics/Mammoth Hospital.

Acting Chair Carlson reported HEALTH CARE FACILITY TRADE SECRETS were not discussed regarding Sierra Park Clinics/Mammoth Hospital; no action was taken.

CREDENTIALING

Re-appointment to Medical Staff

David Araya, MD - Hospitalist
Don Harrell, MD - Radiology
Richard Shedd, MD - Emergency

Re-appointment to Affiliate Staff

Jason Bishop, DDS - Dentistry
Steve Fujimoto, DDS – Dentistry

Re-appointment to Locum Tenens

Pamela Landsteiner - Dermatology

Initial Appointment to Allied Health

Chelsea Brown, PA - Orthopedics

Re-appointment to Courtesy Staff

Richard Brown, MD - Orthopedics

Initial Appointment to Provisional Staff

Michael Bryan, MD – Dermatology

Acting Chair Laurey Carlson reported the foregoing physician CREDENTIALING was discussed; no action was taken.

PERSONNEL MATTERS (Government Code §54957)

1. Tom Parker, CEO.

Acting Chair Carlson reported a discussion took place with Tom Parker, CEO; no action was taken.

Staff and legal counsel left the Board meeting at 8:29 a.m. Tom Parker, CEO, remained in the meeting.

Closed session ended at 9:55 a.m.

VII. PUBLIC COMMENTS

There were no additional Public Comments.

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:
May 21, 2020 Regular Board Meeting
2. Chief Financial Officer Report
3. Chief Nursing Officer Report
4. Chief Medical Officer Report
5. Chief Information Officer Report
6. Human Resources Report

Yuri Parisky, M.D., motioned, seconded by Joanne Hunt, to approve the Consent Agenda. Acting Chair Carlson asked for discussion, there was none. A vote was taken, the motion passed unanimously. Yes, 4; No, 0.

IX. COMMITTEE REPORTS

1. Finance Committee (Met June 15, 2020)
Stephen Swisher, M.D., Dave Anderson

Details from the Finance Committee Meeting were covered in the Financial Report.

2. Physician Compensation, Relations and Retention Committee
Laurey Carlson, Joanne Hunt

There was no Physician Compensation meeting; no report.

3. Employee Relations Committee
Yuri Parisky, M.D., Joanne Hunt

There was no Employee Relations Committee meeting; no report.

4. Quality Assurance Committee (met June 17, 2020)

Stephen Swisher, M.D., Joanne Hunt

The Quality Assurance Committee met on June 17, 2020. No further report.

5. CEO Annual Review Committee

Laurey Carlson, Dave Anderson

There was no CEO Annual Review Committee meeting; no report.

6. IT Steering Committee (met June 16, 2020)

Stephen Swisher, M.D., Yuri Parisky, M.D.

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

7. Facilities Committee

Yuri Parisky, M.D., Laurey Carlson

There was no Facilities Committee meeting; no report.

8. Board Member Recruitment Committee

Laurey Carlson, Dave Anderson

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

9. Ad Hoc, Special, or Other (as needed) Committees

There are no Ad Hoc, Special, or Other (as needed) Committees at this time.

X. CHIEF EXECUTIVE OFFICER'S REPORT

Tom Parker, CEO, reviewed the following highlights from his written report:

1. COVID-19 continues to occupy much time and attention. The Hospital Incident Management Team (HIMT) has been transferred to the Admin Team.
2. Hospital staff have been asked to work on returning to full volume in terms of capacity. The Surgery Committee meeting reported today that we are approaching 75% of volume prior to March/April 2020.
3. A Joint Week was held this month. The Hospital is bringing its backlog down.
4. Mono County has petitioned to the state to further open local business activity. Mammoth Hospital provided attestations that it was able to treat patients without crisis standards of care, test symptomatic patients, and that Mono County is able to track and trace cases.
5. Cammy Staker, former OR Director, has resigned and Phyllis Meneses is serving as interim director. Caitlin Crunk is heading up recruitment for a new OR Director.
6. An Oncology Navigation Committee has been launched. Yuri Parisky, M.D., is serving on this in a physician role.
7. The Daisy Awards went very well, and were held on Teams. Don Maddox received the annual award, Margy Klammer and Jeri Dostie received lifetime achievement awards.

8. The IT Steering Committee met and discussed departmental “sprints,” which are concerted efforts to help individual departments with their EMR use. Staff are currently in the middle of the Periop/Materials sprint. Implants are now being barcoded.
9. The Hospital is working on a plan to consolidate COVID testing within the facility.
10. The OR3 project is continuing, Tom is hopeful that this project will go live in July.

XI. FINANCE REPORT

1. May 2020 Financial Narrative.
2. Investment Report.

Melanie Van Winkle, CFO, reviewed and presented the Financial Statements included in the packet via PowerPoint presentation. Ms. Van Winkle reported the May Net Gain was \$3,078,000 which resulted in a favorable budget variance of \$3,038,000. The year-to-date Net Gain was \$7,400,000 resulted in a favorable year-to-date budget variance of \$2,814,000. Days of cash-on-hand were at 419.2 at the end of May.

XII. BOARD EDUCATION

Presentation of the ED Program by Lori Baitx, ED Manager.

Lori Baitx, ED Manager, presented a PowerPoint of the ED program. No action needed.

Presentation about the Mammoth Hospital Foundation and Introduction to new Foundation Coordinator Gardiner Miller.

Sarah Vigilante, HR Director, introduced Talene Shabanian, former Foundation Coordinator, and Gardiner Miller, new Foundation Coordinator. Talene Shabanian presented a PowerPoint on philanthropy and the Mammoth Hospital Foundation. A discussion was held about volunteerism and increasing the membership of the Mammoth Hospital Auxiliary. No action needed.

XIII. OLD BUSINESS

There was no old business to discuss.

XIV. NEW BUSINESS

1. Review and Approval of the Revised Employee Success Sharing Program for FY2020.

Melanie Van Winkle, CFO, reviewed the Revised Employee Success Sharing Program for Fiscal Year 2020 as presented in the packet.

Stephen Swisher, M.D., moved, seconded by Yuri Parisky, M.D., to approve the Revised Employee Success Sharing Program for FY2020 as presented. A vote was taken; the motion passed unanimously. Yes 4, No 0.

2. Review and approve Management’s recommendation to forego obtaining earthquake insurance for the District properties.

Melanie Van Winkle, CFO, presented the recommendation to forego obtaining earthquake insurance for the District properties.

Joanne Hunt moved, seconded by Stephen Swisher, M.D., to approve management's recommendation to forego obtaining earthquake insurance for the District properties. A vote was taken; the motion passed unanimously. Yes 4, No 0.

3. Quarterly Review of New and Revised Policies.

Joanne Hunt moved, seconded by Stephen Swisher, M.D., to approve the Quarterly New and Revised Policies as listed. A vote was taken; the motion passed unanimously. Yes: 4, No: 0.

4. Quarterly Review of New and Revised Contracts.

Joanne Hunt moved, seconded by Stephen Swisher, M.D., to approve the Quarterly New and Revised Contracts as listed. Chair Anderson asked for discussion. A vote was taken; the motion passed unanimously. Yes: 4; No: 0.

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

Acting Chair Carlson moved, seconded by Joanne Hunt, 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 4, No 0.

XV. CREDENTIALING

Re-appointment to Medical Staff

David Araya, MD - Hospitalist
Don Harrell, MD - Radiology
Richard Shedd, MD - Emergency

Re-appointment to Affiliate Staff

Jason Bishop, DDS - Dentistry
Steve Fujimoto, DDS – Dentistry

Re-appointment to Locum Tenens

Pamela Landsteiner - Dermatology

Initial Appointment to Allied Health

Chelsea Brown, PA - Orthopedics

Re-appointment to Courtesy Staff

Richard Brown, MD - Orthopedics

Initial Appointment to Provisional Staff

Michael Bryan, MD – Dermatology

Stephen Swisher, M.D., introduced a discussion about credentialing definitions. Tom Parker and Craig Burrows, M.D., will follow up with Susan Craig, incoming Medical Staff Coordinator, regarding Dr. Swisher's concerns.

Stephen Swisher, M.D., moved to credential the list of doctors as noted above, with the exception of Drs. Shedd and Harrell and with the following statements: The credentialing for Drs. Bishop, Fujimoto and Araya remain unchanged. Temporary Privileges for Dr. Landsteiner were granted for July 20, 2020-July 17, 2020. Temporary Privileges for Dr. Richard Brown were granted from June 24, 2020-June 30, 2020. Yuri Parisky, M.D., seconded the motion. A vote was taken, the motion passed unanimously. Yes, 4; No, 0.

Yuri Parisky, M.D., motioned to approve the credentialing as listed above for Chelsea Brown, PA. Joanne Hunt seconded the motion. A vote was taken, the motion passed unanimously. Yes, 4; No, 0.

Dr. Swisher declared a conflict of interest in the vote regarding Dr. Shedd and recused himself from the vote. Joanne Hunt motioned, seconded by Yuri Parisky, M.D., to approve the privileges as listed above for Dr. Richard Shedd. A vote was taken, the motion passed unanimously. Yes, 3; No, 0. One recusal, Dr. Stephen Swisher.

Dr. Parisky declared a conflict of interest in the vote regarding Dr. Harrell and recused himself from the vote. Stephen Swisher, M.D., motioned, seconded by Joanne Hunt, to approve the privileges as listed above for Dr. Don Harrell. A vote was taken, the motion passed unanimously. Yes, 3; No, 0. One recusal, Dr. Yuri Parisky.

The vote on credentialing for Dr. Michael Bryan was postponed until the July 16, 2020 Board meeting.

XVI. PUBLIC COMMENTS

There were no additional public comments.

XVII. FUTURE BUSINESS

The next Regular meeting will take place on Thursday, July 16, 2020 at 8:00 a.m. in Conference Rooms A&B at Mammoth Hospital.

ADJOURN

There being no further business, the meeting was adjourned at 12:24 p.m.