



2020 Press Ganey Guardian of Excellence Award Winner

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

Date: November 19, 2020

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

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

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

Chair Anderson 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 lead by Tom Parker.

III. PUBLIC COMMENTS

There were no Public Comments.

IV. CHIEF OF STAFF REPORT

The Chief of Staff Report was discussed in Closed Session.

V. ADJOURN TO CLOSED SESSION

The Board adjourned to closed session at 8:10 a.m.

VI. REPORT ON CLOSED SESSION

The Board reconvened to open session at 9:05 a.m.

Dr. Richard Koehler, Chief of Staff, requested to attend the Closed Session. The request was granted.

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; Sacramento County Superior Court Case No. 34-2020-80003498-CU-WM-GDS.

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 reported by and discussed with Richard Koehler, MD., Chief of Staff; no action was taken.

2. CEO Report.

David Baumwohl reported that QUALITY ASSURANCE issues were reported by and discussed with Tom Parker, CEO. No action was taken. NO

3. CFO Report.

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

4. CNO Report.

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

5. CMO Report.

David Baumwohl reported that QUALITY ASSURANCE issues were reported by and discussed with Craig Burrows, M.D., CMO. No action was taken.

6. CIO Report.

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David Baumwohl reported that QUALITY ASSURANCE issues were not reported by or discussed with Mark Lind, CIO. No action was taken.

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

1. Review and Approval of the Medication Error Reduction Program (MERP).

Ariel Ma requested to join the Closed Session at 8:54 a.m. The request was granted. Ariel Ma reviewed the Medication Error Reduction Program (MERP).

Joanne Hunt made a motion, seconded by Yuri Parisky, M.D., to approve the Medication Error Reduction Program (MERP) report as presented. A roll call vote was taken; the motion passed unanimously. David Anderson, yes; Laurey Carlson, yes; Stephen Swisher, M.D., yes; Joanne Hunt, yes; Yuri Parisky, M.D., yes. Yes 5, No 0.

Ariel Ma left Closed Session at 9:13 a.m.

2. Review of the Quarterly Beta Report.

The Beta Report was reviewed. No action needed.

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; no action was taken.

CREDENTIALING

Re-Appointment to Active Staff

Jonathan Bourne, MD - Anesthesiology
Timothy Crall, MD – Orthopedics

Re-Appointment to Courtesy Staff

Marc Kayem, MD – Otolaryngology

Initial Appointment to Allied Health

Jenica Law, PA – Family Medicine

Initial Appointment to Provisional Staff

Jacqueline Yaris, MD - Family Medicine

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

Dr. Swisher left Closed Session at 9:20 a.m. and returned at 9:24 a.m.

PERSONNEL MATTERS (Government Code §54957)

1. Tom Parker, CEO.

David Baumwohl reported a discussion took place with Tom Parker, CEO; no action was taken.

Staff, legal counsel, and the Chief of Staff left the Board meeting at 9:24 a.m. Tom Parker, CEO, remained in the meeting.

Closed Session ended at 10:05 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:
October 15, 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., moved, seconded by Joanne Hunt to approve all items on the consent agenda as presented in the packet. Chair Anderson asked for comments; Dr. Swisher had some questions about the Press Ganey survey, and Joanne Hunt had some questions about HealthStream training. Dr. Swisher thanked CNO Caitlin Crunk for her work on the patient transfer workflow group. Dr. Parisky suggested the Board commend Maureen Fakinov for her work on the Sexual Assault Response Team (SART). A roll call vote was taken; the motion passed unanimously. David Anderson, yes; Laurey Carlson, yes; Stephen Swisher, M.D., yes; Joanne Hunt, yes; Yuri Parisky, M.D., yes. Yes 5, No 0.

IX. COMMITTEE REPORTS

1. Finance Committee (Met November 16, 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

Stephen Swisher, M.D., Joanne Hunt

There was no Quality Assurance Committee meeting; no report. The next Quality Assurance Committee meeting will be held on December 2, 2019.

5. CEO Annual Review Committee (Met October 29, 2020)

Laurey Carlson, Dave Anderson

There was a CEO Annual Review Committee held on October 29, 2020. Minutes from the meeting were included in the Board packet. Sarah Vigilante reported on the CEO Annual Evaluation, which will be completed at a special meeting on November 20, 2020.

6. IT Steering Committee (Met October 13, 2020)

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

There was an IT Steering Committee held on October 13, 2020. Minutes from the meeting were included in the Board packet.

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; 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. COVID19 Numbers are up in Mono County, which is now in the red tier. There have been no cases of COVID traced to transmission within the hospital.
2. Mammoth Hospital recently produced a "Back to basics" video for distribution.
3. Tom Parker expressed his gratitude to the Medical Staff Bylaws Rewrite Committee. These will come to the Board for approval once complete.
4. OSHPD has approved the third OR project. The next step in this project is permitting from the Town of Mammoth Lakes.
5. Tom Parker reported that the Medical Imaging department has decided to replace its fluoroscopy unit with one that will fit the current space and will not require a remodel. Yuri Parisky, M.D., noted that a full Interventional Radiology C-Arm will be installed in the new Operating Room, which was a part of this decision.

6. Tom Parker thanked the organization for its constant state of survey readiness, which was responsible for the success of the October DNV survey.
7. The Doctor of the Year program will continue, with this being the second year the program will be held.

XI. FINANCE REPORT

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

Melanie Van Winkle, CFO, reviewed and presented the Financial Statements, included in the packet, via PowerPoint. Ms. Van Winkle reported the October net loss was \$760,000 compared to the October 2019 net gain of \$53,000. The year-to-date Net Gain is \$679,000 compared to the October 2019 net gain of \$1,498,000. Days of cash-on-hand were 430.7 at the end of October.

XII. BOARD EDUCATION

Presentation of the Population Health program by Kate Britton, Population Health Manager.

Kate Britton, Population Health Manager, presented an overview of Mammoth Hospital's Population Health Department. No action needed.

XIII. OLD BUSINESS

There was no old business to discuss.

XIV. NEW BUSINESS

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

There was no surplus district property, equipment or supplies to declare.

XV. CREDENTIALING

Re-Appointment to Active Staff

Jonathan Bourne, MD - Anesthesiology
Timothy Crall, MD – Orthopedics

Re-Appointment to Courtesy Staff

Marc Kayem, MD – Otolaryngology

Initial Appointment to Allied Health

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Stephen Swisher, M.D., moved, seconded by Yuri Parisky, M.D., to approve the appointments as listed above with the exception of Dr. Marc Kayem. Chair Anderson asked for comments; there were none. A roll call vote was taken; the motion passed unanimously. David Anderson, yes; Laurey Carlson, yes; Stephen Swisher, M.D., yes; Joanne Hunt, yes; Yuri Parisky, M.D., yes. Yes 5, No 0.

Joanne Hunt moved, seconded by Yuri Parisky, M.D., to approve the appointment of Dr. Marc Kayem as listed above. Chair Anderson asked for comments; there were none. A roll call vote was taken; the motion passed unanimously. David Anderson, yes; Laurey Carlson, yes; Joanne Hunt, yes; Yuri Parisky, M.D., yes. Yes 4, No 0. One recusal: Stephen Swisher, M.D.

XVI. PUBLIC COMMENTS

David Anderson noted that this was Dr. Stephen Swisher's last regular Board meeting. Chair Anderson noted that Dr. Swisher was instrumental in recruiting a number of Board members, including himself. Dr. Swisher expressed his appreciation for the Hospital staff and providers he has worked with as a member of the Board. Dr. Swisher will be formally recognized at the December 17, 2020 Board meeting.

XVII. FUTURE BUSINESS

The next Special Meeting (CEO Annual Review) will take place on Friday, November 20, 2020 at 9:00 a.m. via Microsoft Teams.

A further Special Meeting (Board of Directors Annual Self-Evaluation) will take place on Monday, November 30, 2020 at 4:00 p.m. via Microsoft Teams.

The next Regular meeting will take place on Thursday, December 17, 2020 at 8:00 a.m. via Microsoft Teams.

ADJOURN

There being no further business, the meeting adjourned at 11:20 a.m.