



2020 Press Ganey Guardian of Excellence Award Winner

**SOUTHERN MONO HEALTHCARE DISTRICT  
FEBRUARY 2021 MONTHLY AND ANNUAL BOARD MEETING MINUTES**

**Date:** February 18, 2021

**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; Joanne Hunt, Treasurer; Yuri Parisky, M.D., Secretary; Alec Clowes, 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**

The meeting was called to order at 8:01 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 Joanne Hunt.

**III. PUBLIC COMMENTS**

There were no public comments.

**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 8:04 a.m.

## **VI. REPORT ON CLOSED SESSION**

The Board reconvened to open session at 8:45 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.

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).

David Baumwohl reported there were no matters to discuss: no action was taken.

QUALITY ASSURANCE – (Health and Safety Code §32155)

1. Chief of Staff Report.

David Baumwohl reported that QUALITY ASSURANCE issues were not reported by or discussed with Richard Koehler, M.D., Chief of Staff, due to the absence of the Chief of Staff. No action was taken.

2. CEO Report.

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

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 not reported by or discussed with Craig Burrows, M.D., CMO. No action was taken.

6. CIO Report.

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)

David Baumwohl reported that there were no QUALITY ASSURANCE QUARTERLY SUMMARIES to review; no action was taken.

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 not discussed regarding Sierra Park Clinics/Mammoth Hospital; no action was taken.

CREDENTIALING

**Initial Appointment to Allied Health**

Eryn Coffey, LMFT – Behavioral Health

**Initial Appointment to Provisional Staff**

Paul Silverman, MD - Urology

**Re-Appointment to Tele-Medicine Staff via Direct Radiology Proxy**

John Boardman, MD

Paul Ramirez, MD

**Resigned from Direct Radiology**

Lawrence Bub, MD

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

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 and legal counsel left the Board meeting at 8:24 a.m. Tom Parker, CEO, remained in the meeting.

Closed session ended at 8:33 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:

January 21, 2021 Annual & Regular Board Meeting

January 22, 2021 Special 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

Laurey Carlson moved, seconded by Alec Clowes, to approve all items on the consent agenda as presented in the packet. Chair Anderson asked for comments; a brief discussion ensued and Joanne Hunt complimented Caitlin Crunk on the cross-training work with the nursing team. A roll call vote was taken, the motion passed unanimously. David Anderson, Yes; Laurey Carlson, Yes; Joanne Hunt, Yes; Yuri Parisky, M.D., Yes; Alec Clowes, Yes. Yes, 5; No, 0.

#### **IX. COMMITTEE REPORTS**

1. Finance Committee (Met February 15, 2021)

David Anderson, Joanne Hunt

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 (Met February 17, 2021)

Yuri Parisky, M.D., Joanne Hunt

There was an Employee Relations Committee meeting on February 17, 2021. Minutes will be included in the March Board packet. Joanne Hunt gave a brief report on the meeting.

4. Quality Assurance Committee

Alec Clowes, Joanne Hunt

There was no Quality Assurance Committee meeting; no report. The next Quality Assurance Committee meeting will be held on March 17, 2021.

5. CEO Annual Review Committee

Laurey Carlson, David Anderson

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

6. IT Steering Committee

Alec Clowes, Yuri Parisky, M.D.

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

7. Facilities Committee

Yuri Parisky, M.D., Laurey Carlson

There was no Facilities Committee meeting; no report. The next Facilities Committee meeting will be held on March 10, 2021.

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

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. Tom Parker discussed the results of the Strategic Planning Survey, which was 8.6/10. Tom will present a Power Point at the March 18, 2021 Board meeting to discuss feedback from participants and suggestions from breakout sessions. There are currently 29 tactics in the two-year strategic plan, and 60 additional ideas came out of the session. Tom has developed a scoring survey for the Admin Team which looks at the importance and urgency of the suggested items. A summary of this prioritization process will be brought to the Board on March 18.
2. Tom Parker reported that Dr. Craig Burrows, CMO, has been attempting to convince the state to accept antigen testing of hospital employees as part of its positivity rate calculation, but the state will only be counting PCR tests, not antigen tests. Mammoth Hospital will begin to use PCR tests for weekly testing and plans to roll this new process out in the next several weeks.
3. Mammoth Hospital's administration has been emphasizing the importance of mask use and infection prevention protocols despite the vaccination status of much of the staff. A discussion was held about the effectiveness of current vaccines on a new strain of the coronavirus. Melanie Van Winkle, CFO, discussed the possibility of vaccine administration in our clinics in the future.
4. Approximately 71% of Mammoth Hospital's workforce has received the COVID-19 vaccine.
5. Tom Parker reported on the visit from OR consultant Steve Spravzoff, who examined the OR workflow and will be submitting a report to Mammoth Hospital and returning to campus in March.
6. Tom Parker discussed some office moves, which were aimed at reducing opportunities to gather in the PACU and giving more workspace to providers.
7. Tom Parker reviewed his list of shout-outs to outstanding employees.

**XI. FINANCE REPORT**

1. January 2021 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 January net loss was \$17,000 which resulted in an unfavorable budget variance of \$1,652,000. The year-to-date net gain is \$2,114,000 which resulted in an unfavorable year-to-date budget variance of \$1,030,000. Days of cash-on-hand were at 434 at the end of January.

## **XII. BOARD EDUCATION**

Lenna Monte, Director of Quality, gave an overview of Just Culture to the Board. There were some questions from the Board. No action needed.

## **XIII. OLD BUSINESS**

There was no old business to discuss.

## **XIV. NEW BUSINESS**

1. Annual Review of the Mammoth Hospital Retirement Plan by Darin Kaylor, Oram & Kaylor Strategic Asset Management and Sarah Vigilante, Mammoth Hospital Human Resources Director.

Sarah Vigilante, Human Resources Director, and Darin Kaylor, Oram & Kaylor, Strategic Asset Management, presented the Annual Retirement Plan Performance: 403(b) and 457 Employee Retirement Plans. No action needed.

2. Review and Approval of Audited June 30, 2020 Financial Statements and the Draft Management Report. Presentation by Scott Sisel, Eide Bailly, Certified Public Accountants, an independent auditing firm.

Chair Anderson announced that Item 2 would be taken out of order as Item 1 under New Business.

Scott Sisel and Monica Theisen of Eide Bailly, Certified Public Accountants, presented the Final Audited June 30, 2020 Financial Statements and the Draft Management Report.

Joanne Hunt moved, seconded by Laurey Carlson, to accept the Draft Audited June 30, 2020 Financial Statements and the Draft Management Report as presented. 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; Alec Clowes, Yes. Yes, 5; No, 0.

3. Resolution 21-01, Proclamation of Appreciation to 5.11 Tactical for the donation of Responder High-Visibility Parkas to Mammoth Hospital COVID clinic staff.

Yuri Parisky, M.D., moved, seconded by Laurey Carlson, to approve Resolution 21-01, Proclamation of Appreciation to 5.11 Tactical for the donation of Responder High-Visibility Parkas to Mammoth Hospital COVID clinic staff. A roll call vote was taken, the motion passed unanimously. David Anderson, Yes; Laurey Carlson, Yes; Joanne Hunt, Yes; Yuri Parisky, M.D., Yes; Alec Clowes, Yes. Yes, 5; No, 0.

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

David Anderson moved, seconded by Laurey Carlson, 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. Chair Anderson asked for discussion; there was 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; Alec Clowes, Yes. Yes, 5; No, 0.

## **XV. CREDENTIALING**

### **Initial Appointment to Allied Health**

Eryn Coffey, LMFT – Behavioral Health

### **Initial Appointment to Provisional Staff**

Paul Silverman, MD - Urology

### **Re-Appointment to Tele-Medicine Staff via Direct Radiology Proxy**

John Boardman, MD

Paul Ramirez, MD

### **Resigned from Direct Radiology**

Lawrence Bub, MD

Laurey Carlson moved, seconded by Joanne Hunt, to approve the appointments 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; Alec Clowes, Yes. Yes, 5; No, 0.

## **XVI. PUBLIC COMMENTS**

There were no more public comments.

## **XVII. FUTURE BUSINESS**

The next Regular meeting will take place on Thursday, March 18, 2021 at 8:00 a.m. via Microsoft Teams.

## **ADJOURN**

There being no further business, the meeting was adjourned at 10:38 a.m.