

PIONEERS MEMORIAL HEALTHCARE DISTRICT
207 West Legion Road, Brawley, CA 92227
REGULAR MEETING OF THE BOARD OF DIRECTORS

Monday, November 28, 2016
5:00 pm
PMH Auditorium

Agenda

PMHD MISSION: *Quality healthcare and compassionate service for families of the Imperial Valley*

- I. **CALL TO ORDER** (*time: 5:00 pm – 5:15 pm*)
 - A. Roll Call
 - B. Approval of Agenda

- II. **CLOSED SESSION** – The following matters will be considered by the Board in closed session; the Board will reconvene in open session to announce any action taken on matters considered in closed session. (*time: 5:15 pm – 6:15 pm*)
 - A. PENDING OR THREATENED LITIGATION – Safe Harbor: Subdivision (b) of Government Code §54956.9
 1. Conference with Legal Counsel regarding threatened litigation involving possible facts or circumstances not yet known to potential party or parties, disclosure of which could adversely affect the District's position.
 - i. Compliance Issues
 - B. PUBLIC EMPLOYEE PERFORMANCE EVALUATION: Government Code Section 54957 (b)(1):
 1. Title: Chief Executive Officer
 - C. CONSIDERATION OF MATTERS INVOLVING TRADE SECRETS – Safe Harbor: Health and Safety Code §32106, subparagraph (b)
 1. Based on the Board's prior findings regarding Trade Secret classification, as contained in Resolution 2016-01, consideration and discussion of possible initiation of the following:
 - i. Updating Certain District Strategic Planning Initiatives
 - D. PENDING OR THREATENED LITIGATION – Safe Harbor: Subdivision (b) of Government Code Section 54956.9
 1. Description: Obduyale v. PMHD
 2. Description: Espinoza v. PMHD

SECTION

- E. **QUALITY ASSURANCE – Safe Harbor:** Health & Safety Code 32155, the Board will hear reports of a hospital medical audit committee relating to:
1. Quality Report/Scorecard

III. RECONVENE TO OPEN SESSION (*time: 6:15 – 6:35 pm*)

- A. Take Actions as Required on Closed Session Matters

IV. BOARD MEMBER COMMENTS

- V. **PUBLIC COMMENTS** – At this time, the Board will hear comments on any agenda item and on any item not on this agenda. If any person wishes to be heard, he or she shall stand; address the chairperson and state the subject, or subjects, upon which he or she desires to comment. Time limit for each speaker is 5 minutes. A total of 15 minutes shall be allocated for each item. (*time: 6:35 pm – 6:50 pm*)

VI. OLD BUSINESS

- A. Status of Review of Entire Portfolio of District Insurance Coverage
- B. Authorize Renewal of Earthquake Insurance

- VII. **CONSENT AGENDA** – The following items will be acted upon by one motion, without discussion, unless a director, or other person, requests that an item be considered separately. In the event of such a request, the item will be addressed, considered and acted upon, separately. Recordings of the open session will be retained for 60 days and thereafter will be erased. (*time: 6:50 pm – 7:10 pm*)

- A. Approval of Minutes

1. 10/19/16 Finance Committee Meeting
2. 10/24/16 Regular Board Meeting

- B. Authorize Drinking Water Dispenser Agreement with Pure Water Technology of San Diego

Contract Value: \$33,264; Contract Term: Five (5) years; Budgeted: Yes; Budget Classification: Purchased Services

- C. Authorize Agreement with FORTEC Medical for Cryoablation Procedures

Contract Value: \$2,500-5,000 per case; Contract Term: One (1) year; Budgeted: No; Budget Classification: Purchased Services

- D. Authorize Agreement with Zynx Health, Inc. for ZynxOrder Catalog

Contract Value: \$170,000; Contract Term: Five (5) years; Budgeted: Yes; Budget Classification: Purchased Services

SECTION

- E. Authorize Professional Services Agreement with Lwbba Chait, MD
Contract Value: \$253,000.⁰⁸/yr plus incentive; Contract Term: Three (3) years; Budgeted: NO; Budget Classification: Professional Fees
- F. Authorize Medical Directorship Agreement for the Hospital's Total Joint Program with Christopher Lai, MD
Contract Value: not to exceed \$25,200/yr; Contract Term: Two (2) years; Budgeted: No; Budget Classification: Professional Fees
- G. Authorize Renewal of Coverage Agreement for Clinical Wound Care with Michael Bishop, DO
Contract Value: N/A; Contract Term: One (1) year; Budgeted: yes; Budget Classification: Professional Fees
- H. October, 2016 Financial Report

VIII. MEDICAL STAFF REPORT – Kestutis Kuraitis, MD, PhD, Chief of Staff, will present for Board consideration, the following matters: *(time: 7:10 pm – 7:20 pm)*

- A. Recommendations from the Medical Executive Committee for Medical Staff Membership and/or Clinical Privileges, policies/procedures/forms, or other related recommendations.

IX. POLICIES/PROCEDURES/REVIEW OF OTHER ITEMS – The Board will consider and may take action on the following: *(time: 7:20 pm – 7:35 pm)*

A. Hospital Policies

1. Application for Initial Appointment
2. Authorization for Uses and Disclosures of PHI
3. Business Associate Agreement
4. Care of the Patient with Inhalation Injuries
5. Financial Adjustments for Adverse-Sentinel Events
6. Guidelines for Operation for the Calxico Health Center
7. Hazardous Materials and Waste Management Plan
8. Healthcare Decisions for Unrepresented Patients
9. Legal Counseling Activities
10. Medication Error Reduction & Prevention Performance Improvement Plan
11. Minimum Necessary Request, Use & Disclosure of PHI
12. Pharmacy Employee Theft and Impairment Reporting Requirements
13. Procurement of Medications
14. Quality Review Report
15. Release of PHI for the Purpose of TPO
16. Request for Current DEA Registration from Physicians
17. Scope of Pharmacy Services & Staffing Guidelines
18. Scribe & Physician Documentation Responsibilities
19. Security of Medical Staff Office, Access to Minutes and Credential Files
20. Sentinel Event
21. Use of Restraint and Seclusion
22. Utilization and Case Management Plan

SECTION

23. Verification of Current and Adequate PLI Coverage

- B. Approval of November Compliance Report
- C. Presentation Regarding Revenue Bond Issue (2016) – *Mike Newman*
- D. Adoption of Post-Issuance Tax Compliance Procedures for Tax-Exempt and Other Tax-Advantage Bonds
- E. Consider Adoption of Resolution 2016-07, Declaration of Official Intent of Pioneers Memorial Healthcare District to Reimburse Certain Capital Expenditures from Proceeds of Indebtedness
- F. Board Education, “ Physician Alignment and Recruitment” – *Dr. Cracraft, Scripps Health*
- G. Authorize Lease Agreement with BAK Medical Office Partnership
Contract Value: \$140,580/yr; Contract Term: Three (3) years; Budgeted: No; Budget Classification: Leases & Rentals
- H. Authorize Professional Services Agreement with George Fareed, MD for Primary Care and Wound Care/Hyperbaric Supervision
Contract Value: \$240,000.¹⁶ plus \$75,000 practice assets; Contract Term: Five (5) years; Budgeted: No; Budget Classification: Professional Fees
- I. Approve and Adopt Preliminary Description of 457 Retirement Plan and 401a Employer Match Investment Policy Statement

X. MANAGEMENT REPORTS – The Board will receive the following information reports and may take action. (*time: 7:35 pm – 8:00 pm*)

- A. Management Report – Larry Lewis, CEO
 - 1. Human Resources
 - a. Focus on OB Recruitment
 - b. Management Incentives
 - c. Holiday Payments (non-management)
 - 2. Marketing & Community Update
 - a. Activity update
 - b. Comite Civico del Valley (CCV) – Signed Letter of Support
 - 3. Medical Staff
 - a. Data Collection/Surgery Committee
 - b. Radiology Group
 - c. Scripps Family Practice Residency
 - 4. Board
 - a. Update on Scripps Insurance Discussions – CFO

SECTION

b. ACHD Leadership Academy – February 2nd & 3rd

B. Legal Counsel Report – Orlando B. Foote

XI. ADJOURNMENT (*time: 8:00 pm*)