

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

Monday, September 24, 2018
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. BOARD MEMBER COMMENTS**

- III. OLD BUSINESS**

- IV. 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: 5:15 pm – 5:30 pm*)
 - A. Imperial Valley Cancer Support Center – Oreda Chin, Executive Director

- V. MEDICAL STAFF REPORT** – Kestutis Kuraitis, MD, PhD, Chief of Staff, will present for Board consideration, the following matters: (*time: 5:30 pm – 5:50 pm*)
 - A. Recommendations from the Medical Executive Committee for Medical Staff Membership and/or Clinical Privileges, policies/procedures/forms, or other related recommendations
 - 1. August 2018 Report
 - 2. September 2018 Report

- VI. REVIEW OF ITEMS FOR CONSIDERATION** – The Board will consider and may take action on the following: (*time: 5:50 pm – 6:45 pm*)
 - A. Hospital Policies
 - 1. Acceptance of Service of Legal Documents
 - 2. Accounts Payable

SECTION

3. ACH Debit and Wire Transfer
4. Administrative Call
5. Admission Transfer and Discharge Criteria – Neonatal Nursery
6. Attendance Absenteeism –Tardiness
7. Bioethics Consultation for the Intermediate NICU
8. Business Continuity During Computer Outages
9. Check Request
10. Checking Accounts
11. Choose to Lose
12. Conflict of Interest
13. Contingency Plan
14. Criteria for Case Referrals to Morbidity and Mortality Meetings
15. Days Cash on Hand
16. District and Hospital Contracts/Agreements
17. District Wide Plan for the Provision of Patient Care
18. Education Plan for Intermediate NICU
19. Education Reimbursement Program
20. Electronic Health Record
21. Enteral Feeding: Tube Management Feeding Tubes and Decompression Tubes
22. Facility Access Control
23. Gifts & Entertainment
24. Information Security
25. Jury-Witness Duty and Absence to Vote
26. Kin Care Program
27. Management of Concerns or Requests for Information from Members of the Board
28. Managing Staff Requests
29. Medication Error Reduction and Prevention Performance Improvement Plan
30. Mobile Computing and Teleworking
31. Notice of Privacy Practices
32. Nursing Float Pool
33. Nursing Skills Located in Nursing Reference Center Plus
34. Organizational Chart
35. Patient Valuables and Belongings
36. Referral Bonus
37. Requisition and Purchase of Special Items Including Services
38. Responsibilities of the Medical Director for the Center for Digestive and Liver Disease
39. Sample Medications
40. Section 504 Grievance Procedure
41. Smoke Free Campus
42. Social Media
43. Standardized Procedure for Registered Nurses
44. Standardized Procedure for Registered Nurses: Hypoglycemia in the Newborn
45. Standardization of District Policies and Procedures
46. Stand-by: On-call and Call-back Pay
47. Support for Caregiver after Adverse/Sentinel Event
48. The Brown Act
49. Transporting Pharmaceutical Agents: Off Campus

SECTION

- 50. Travel & Reimbursement
- 51. Umbilical Catheterization: Insertion Maintenance and Removal
- 52. US Mail Processing
- 53. Volunteer Responsibilities Description
- 54. Water Contingency Plan
- 55. Without Cause Termination & Severance
- 56. Workstation Security
- 57. Workstation Use

B. Update Reports:

- 1. Women's Auxiliary
- 2. Funding Requests Committee
 - a) IVC Foundation – Dr. Victor Jaime Leadership Institute

C. AB 1728 – Grant Funding Policy

D. September 2018 Compliance Report

E. Authorize Surgery Co-Management Agreement with Christopher Lai, MD
Contract Value: \$174,000; Contract Term: One (1) year; Budgeted: No; Budget Classification: Professional FeesF. Authorize Renewal of Medical Billing & Management Services Agreement with Oncology Convergence, Inc.
Contract Value: \$250,000; Contract Term: One (1) year; Budgeted: Yes; Budget Classification: Purchased ServicesG. Authorize Ambulance Services Agreement with United Ambulance Services, Inc.
Contract Value: Reasonable Charge Fee Schedule; Contract Term: One (1) year; Budgeted: No; Budget Classification: Purchased ServicesH. Authorize Renewal of Emergency Medical On-call Coverage with Sayed Monis, MD
Contract Value: approx. \$180,000/yr; Contract Term: 1 year & 8 mos; Budgeted: Yes; Budget Classification: Professional FeesI. Authorize Agreement for Regional Collaboration and Tertiary Center Affiliation with Rady Children's Hospital – San Diego
Contract Value: N/A; Contract Term: One (1) year; Budgeted: N/A; Budget Classification: N/AJ. Authorize Affiliation Agreement for Clinical Education and Training with The Board of Trustees of the Leland Stanford Junior University
Contract Value: \$72,000; Contract Term: Two (2) years; Budgeted: No; Budget Classification: Other IncomeK. Authorize Purchase of Code Blue Recorder License with Format Health
Contract Value: \$26,820.38; Contract Term: One (1) year; Budgeted: Yes; Budget Classification: Purchased Service**VII. MANAGEMENT REPORTS** – The Board will receive the following information reports and may take action. (*time: 6:45 pm – 7:30 pm*)

SECTION

A. Management Report – Larry Lewis, CEO

1. Human resources
 - a. Survey Update
2. Medical staff
 - a. Recruitment and Locums
 - b. General Surgery
 - c. Ortho – Weekend Coverage
 - d. Interventional Cardiology – Close Session
 - e. Neurology – No Update
 - f. Pulmonary Critical Care - Candidates being screened
 - g. Pediatrics – On Call / Dr. Escueta Started
 - h. Primary Care
 - i. Team Building
3. Quality
 - a. Priorities Draft
 - b. Throughput Committee Update (ED Operations)
 - c. Patient Satisfaction
4. Marketing & community update
5. Facilities projects update
 - a. Projects Update
 - b. Air Conditioning – Generator Enhancement
 - c. Space Planning Meetings
6. Board matters
 - a. Donations Committee
 - b. 30 Years of Service Recognition
 - c. Employee Incentive - Holiday
 - d. Education - Population Health – II
 - e. Future HEDIS – Culture of Safety

B. Legal Counsel Report – Mr. Foote Orlando B. Foote, Esq.

1. All matters to be discussed in Closed Session

VIII. WORKSHOP *(time: 5:30 – 7:00 pm)*

A. Objectives

1. Community Relations – Meetings with Community Stakeholders
2. Community Health – Population Health Education

SECTION

IX. 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: 7:30 pm – 7:55 pm)*

A. **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

B. **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 2018-01, consideration and discussion of possible initiation of the following:

a. Updating Certain District Strategic Planning Initiatives

C. **PUBLIC EMPLOYEE PERFORMANCE EVALUATION:** Government Code Section 54957 (b)(1):

1. Title: Chief Financial Officer

2. Title: Chief Executive Officer

D. **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.

a. Compliance Issues

X. RECONVENE TO OPEN SESSION *(time: 7:55 pm – 8:00 pm)*

A. Take Actions as Required on Closed Session Matters

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