

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

Tuesday, September 27, 2022
PMH Auditorium
5:00 pm

Minutes

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

In compliance with the Americans with Disabilities Act, if you require special accommodations to participate in a board meeting, please contact the District at (760) 351-3250 at least 47 hours prior to the meeting.

I. **CALL TO ORDER** (time: 5:00 pm – 5:15 pm)

President Aguirre called the meeting to order at 5:00 pm in the PMH Auditorium

A. Roll Call

BOARD MEMBERS:

Nick Aguirre, President
Katy Santillan, Vice President
Linda Rubin, Secretary
Lorenzo Suarez, Treasurer
Maria Aguilera, Assist. Secretary/Treasurer

STAFF:

Larry Lewis, CEO
Carly Loper, CFO
Kristi Gillespie, CNO
Sally Nguyen, General Counsel
George Rapp, MD, Vice-Chief of Staff

GUESTS:

Carly Zamora, Chief of Clinics
Carol Bojorquez, Director of Quality

B. Approval of Agenda

A motion was made to approve the agenda by Director Santillan, seconded by Director Suarez. **The motion was unanimously carried.**

II. **BOARD MEMBER COMMENTS**

There were no comments.

III. **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)

There were no comments.

IV. **OLD BUSINESS** (time: 5:30 pm – 5:40 pm)

There was no old business.

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V. **MEDICAL STAFF REPORT** – Ramaiah Indudhara, MD, Chief of Staff, will present for Board consideration, the following matters: *(time: 5:40 pm – 6:00 pm)*

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

Dr. Rapp mentioned that Dr. Indudhara was out; therefore, he attended the meeting in his place. The initial appointments for clinical privileges were presented as well as policies that were reviewed by the appropriate committees. The status of COVID patients was discussed at the MEC. There has been a low number of cases now for a while. There will be an election of new medical staff leadership at the end of the year. The transfer report was reviewed; however, a copy of the transfer report was not provided with the medical staff report. Ms. Gillespie advised that she would provide the August report to the Board. Dr. Rapp noted that there were no major issues listed on the report. There have been continuing discussions with UC Davis regarding the PCI's. The application is still being reviewed. A motion was made to approve the medical staff report by Director Aguilera, seconded by Director Santillan. **The motion was unanimously carried.**

VI. **POLICIES/PROCEDURES/REVIEW OF OTHER ITEMS** – The Board will consider and may take action on the following: *(time: 6:00 pm – 6:45 pm)*

A. Hospital Policies

1. Bloodborne Pathogen Exposure Protocol
2. External Peer Review Consultant(s)
3. Hepatitis A Vaccination Program
4. Mandatory COVID 19 Vaccination
5. Medical Director Responsibilities for Rural Health Clinics
6. Medication Error Reduction and Prevention Performance Improvement Plan
7. Organizational Performance Improvement Plan
8. Rediscovery of Protected Health Information
9. Reference Laboratories
10. Transfusion Services Quality Program
11. Transporting Pharmaceutical Agents – Off Campus
12. Tetanus, Diphtheria, and Pertussis Vaccination Program
13. Workforce Security

A motion was made to approve the hospital policies by Director Santillan, seconded by Director Suarez. **The motion was unanimously carried.**

B. Update Reports

1. Women's Auxiliary

Director Rubin mentioned that the Women's Auxiliary is offering scholarships for individuals pursuing an education in healthcare starting on October 1st. Applications can be obtained in the Gift Shop and online. The PMH Foundation Gala will be on October 20th.

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2. LAFCO

There was nothing to report.

3. Funding Requests Committee

- a. Imperial Valley Economic Development Corporation
- b. The Chamber of Commerce

Mr. Lewis reported that the IVEDC are a group that assist in the development of new businesses in town. The funds that they are requesting is the annual fee for board member membership. The IVEDC advises organizations of the new businesses are looking to come to the Imperial County. Director Aguilera asked if the gala for the Chamber of Commerce already passed. Mr. Lewis will confirm if it has already occurred. He noted that the District is focusing this year on saving funds, so it's ok if the District skips participating on both events for this year. A motion was made to skip a year for the IVDEC event, but only skip the Chamber of Commerce event if it has not yet occurred, if it has, then go ahead and fund the event, by Director Suarez, seconded by Director Aguilera. **The motion was unanimously carried.**

4. Chief Executive Officer Evaluation

Will be discussed in closed session.

- C. Authorize Renewal of Cardiopulmonary Directorship Agreement with Sohaib Tariq, MD, care of Athar Ansari, MD, Inc.
Contract Value: approx. \$18,000; Contract Term: One (1) year; Budgeted: Yes; Budget Classification: Professional Fees
- D. Authorize Renewal of Laboratory Services Agreement with Pacific Rim
Contract Value: not to exceed \$100,000; Contract Term: Three (3) years; Budgeted: Yes; Budget Classification: Purchased Services
- E. Consider and Approve Resolution 2022-06, A Resolution of Pioneers Memorial Healthcare District Authorizing Execution and Delivery of a Loan and Security Agreement, Promissory note, and Certain Actions in Connection Therewith for the California Health Facilities Financing Authority Nondesignated Public Hospital Bridge Loan Program
- F. Authorize Application for Business Line of Credit with Mechanics Bank
Contract Value: \$11.8 million; Contract Term: Loan Maturity of August 30, 2023; Budgeted: No; Budget Classification: Banking Services
- G. Authorize Acceptance of the Terms of Use for the 340B ESP Covered Entity Portal with Second Sight Solutions, LLC
Contract Value: \$200-400k/yr.; Contract Term: as long as usage remains active; Budgeted: N/A; Budget Classification: Revenue
- H. Authorize Coverage Services Agreement with Hamid Zadeh, MD
Contract Value: approx. \$270,400; Contract Term: Three (3) years; Budgeted: Yes; Budget Classification: Professional Fees
- I. Authorize Agreement for Hematology/Oncology Services with a California Non-profit Public Benefit Corporation
Contract Value: approx. \$500,000; Contract Term: One (1) year; Budgeted: Yes; Budget Classification: Professional Fees

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- J. Authorize Memorandum of Agreement for Sexual Assault Response Team Program with City of Calipatria
Contract Value: depends on volume; Contract Term: Two (2) years; Budgeted: Yes; Budget Classification: Revenue
- K. Authorize Memorandum of Agreement for Sexual Response Team Program with City of El Centro
Contract Value: depends on volume; Contract Term: Two (2) years; Budgeted: Yes; Budget Classification: Revenue
- L. Authorize Memorandum of Agreement for Sexual Response Team Program with City of Westmorland
Contract Value: depends on volume; Contract Term: Two (2) years; Budgeted: Yes; Budget Classification: Revenue
- M. Authorize Professional Hospitalist Services Agreement with IN Compass Health, Inc.
Contract Value: \$1,720,525; Contract Term: Three (3) years; Budgeted: Yes; Budget Classification: Professional Fees

ITEM C – Director Santillan asked if the physician did not provide services since there are no charges listed for last year. Mr. Lewis noted that they are usually delayed in submitting their invoices at least six months or more. It is a requirement of the State to have a medical director for the cardiopulmonary department. It was clarified that the fees and terms will remain the same. Director Suarez asked if it is possible to rotate the physician that can be the medical director for that department. Mr. Lewis advised that they would look into that.

ITEM E – Director Santillan asked if the loan was for two years with no interest. Ms. Loper concurred that it is a balloon payment for twenty-four months with no interest. There is a 1% administrative fee depending on how many districts apply for the loan.

ITEM F – Director Aguilera asked if this item was also a loan. Ms. Loper stated that it is a line of credit only to be used if it is needed and it is a shorter term than the loan.

ITEM J, K & L – Director Santillan asked if there was an issue with the SART agreements being retro. Ms. Bojorquez explained that it takes a while for the City's to get the agreements through their board approval process, but they are currently paying for the services.

A motion was made to approve items C through M by Director Santillan, seconded by Director Rubin. **The motion was unanimously carried.**

VII. MANAGEMENT REPORTS – The Board will receive the following information reports and may take action. *(time: 6:45 pm – 7:30 pm)*

A. Operations Reports – Kristi Gillespie

1. Hospital operations (Chief Nursing Officer)

Ms. Gillespie reported that UC Davis reached out today to PMHD regarding the cath lab application. They have requested information on four additional items and that will be worked on as soon as possible. The total cath lab procedures, year-to-date, are at 19. Dr. Rapp performed 38 radiology procedures in the lab in the month of August. ER fast times averaged 60 minutes. ESI level 4 was at 104 minutes and 48 minutes for ESI level 5. BCMA rate has been holding steady.

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There was a slight dip, but there was a day when the eMR was down, which could have impacted the rate. Admission volumes have been fluctuating on the low side; however, ER volumes have remained steady. Case Management continues to work with the hospitalist group on the documentation improvement program. Ms. Limentang, Director of Lab, completed the responses to the Joint Commission findings. The report was turned in and now the lab will work on monitoring the corrective action plans. Dr. Suarez asked if there is a listing of the severity of cases come into the ER, or are patients presenting as pretty simple cases. He noted it would be interesting to see the reimbursement based on complexity of case. Ms. Gillespie advised that she would prepare a report that trends the levels of cases seen at the ER. Ms. Loper reported that Medi-Cal CHW will pay the same amount of reimbursement for each case regardless of level of severity.

2. Clinics operations (Chief of Clinic Operations)

The new COVID vaccine, which includes the OMICRON and SARS, was received and is available to the community at the clinic from 8am to 1pm on Fridays. COVID cases amongst PMHD employees has decreased. Testing continues to be done daily; however, the volumes have decreased considerably. Work continues on the recruitment of a GI physician, but there have only been two applicants. One was given an offer, but he declined. It is hoped that the agreement with Dr. Sweet will be finalized next month. The permanent recruitment for Oncology is still active; however, the agency handling this recruitment advised that there have not been any applicants. For Neurology, there have been ongoing discussions with a physician who will be out of residency in July. A contract was sent to the physician for his review, but he has not accepted. Ms. Zamora reported that five LVN's have left the clinic. Two of those LVNs are going back to school. One will be working in the PMH emergency room. The other two, left for positions in Home Health. Two new LVN's have been hired. There are currently 10 open medical assistant positions in the clinics. Ms. Zamora noted that there will be a review of needs in the clinic to see if all 10 of the positions really need to be replaced. Volumes are steady at the PHC and the Children's Clinic. A focused review has been done, for the last four months, on Oncology, cardiology, and physical therapy. Discussions will be conducted with the providers and staff on how service can be improved, be more efficient, or reduce hours. In August, an OB nurse practitioner began working two days out of the week at the Calexico Health Center. She averages about 15 patients every time she works there. Urology will begin providing service there one day per week starting in October. Dr. Monis sees patients at the Pioneers Health Center twice per month. He will expand hours to Calexico starting next month also twice per month.

3. Medical staff (Chief Nursing Officer)

There was nothing to report.

4. Finance (Chief Financial Officer)

Ms. Loper reported that the Board had approved the proposed FYE June 30, 2023 budget with a loss of \$2.3 million. However, that loss has been brought down to \$1.6 million. This does not include other cost saving measures such as ESP

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which should bring in about \$200,000 increase in revenue. Work will continue to update the budget in an effort to decrease the loss amount to zero. There is another supplemental program that will come in effect in January 2023; however, it has not been finalized. Ms. Loper discussed how the budget spread is done. The finance system does a lookback at prior year numbers. If the system finds that there was an increase in patient days in August 2021, then this year's budget would show an increase in patient days for August 2022. In the winter months, the average census is usually higher than the summer months. The consultants on the bonds continue with interviews and advise that they should have a report on October 23rd.

5. Information technology (Chief Nursing Officer)

Ms. Gillespie mentioned that IT continues to work on evaluating the two eMR vendors that are being considered – MediTech and Cerner. Cerner conducted demos onsite for two days at the end of August. MediTech also had demo sessions with the different disciplines. The Board will be updated monthly of the progress in selecting a vendor.

6. Marketing & community update (Chief Executive Officer)

Mr. Lewis announced the Pioneers Memorial Healthcare District won the Imperial Valley Press Reader's Choice Award for the fifth consecutive year. There was an uptick in the patient satisfaction HCAPS scores. Marketing continues with the outreach effort for services provided by Dr. Martinez in the Calexico clinic. There were visits made to senior center places in Calexico to introduce the services. Presentations will be done with various community groups in Calexico, as well.

7. Facilities, logistics, construction, support – (Chief of Logistics and Support Services)

Most of the work being done is on getting the ER outpatient wing relicensed. Once that is completed, then work can begin on reorganizing the ER to have a FastTrack. The OB A/C issue has been resolved. That took a lot of around-the-clock hard work from engineering to fix. Ms. Gillespie noted that there are now issues with the A/C in the pharmacy compounding room and that is being worked on and monitored.

8. Quality resources - (Director of Quality Resources)

The next John Hopkins training is on target to be done the first week of October.

9. Board matters

There was nothing to report.

B. Legal Counsel Report – Sally Nguyen

1. All matters to be discussed in Closed Session

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VIII. 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 – 7:50 pm)*

A. **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 2019-02, consideration and discussion of possible initiation of the following:
 - a. Updating Certain District Strategic Planning Initiatives

B. **PENDING OR THREATENED LITIGATION** – Safe Harbor: Subdivision (b) of Government Code §54956.9

1. Claim: McCullough v. PMHD
2. Claim: Casillas v. PMHD

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

1. Title: Chief Executive Officer

IX. RECONVENE TO OPEN SESSION *(time: 7:50 – 8:00 pm)*

A. Take Actions as Required on Closed Session Matters


The Board provided direction to Legal Counsel on how to proceed with claims.

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

The meeting was adjourned to the next meeting.



Clerk of the Board



Linda Ruben
Board Secretary