

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

Tuesday, July 25, 2023  
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 Santillan called the meeting to order at 5:00 pm in the PMH Auditorium.

#### A. Roll Call

**BOARD MEMBERS:**

Katy Santillan, President

Enola Berker, Vice President

Rachel Fonseca, Secretary

Nick Aguirre, Asst. Secretary/Treasurer

**STAFF:**

Damon Sorensen, Interim CEO

Carly Loper, CFO

Carol Bojorquez, CNO

Sally Nguyen, General Counsel

**GUESTS:**

Charity Dale, Director of Human Resources

Absent: Linda Rubin, Treasurer

#### B. Approval of Agenda

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

### II. **BOARD MEMBER COMMENTS**

Director Aguirre reminded everyone of the ceremony to be held at the Skilled Nursing Facility tomorrow at 1 pm.

### 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)

Ms. Jaysel Mendoza, representative with the office of Senator Stephen Padilla, introduced herself to the Board. She will now be the local representative with the departure of Mr. Renteria, until further notice. Ms. Mendoza noted that the Senator's

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office is here to support the District in any way possible. The Board welcomed and thanked Ms. Mendoza for attending the meeting.

Mr. Victor Nava, Director of Strategy, Development & Partnerships at gafcon, Inc., addressed the Board. He advised of the hotel project outside of Imperial on Highway 86, otherwise know as "the ghost hotel." It is scheduled to be completed at the end of the year. It is hoped that the hotel is up and running by April 2024. Mr. Nava provided a quick overview of the different services and amenities that this new hotel will provide. His organization would like to offer Pioneers a block of rooms at a discounted price for business related lodging. Mr. Nava provided his contact information should PMHD be interested in this offer. The Board thanked Mr. Nava for attending the meeting.

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

**There was no old business.**

**V. POLICIES/PROCEDURES/REVIEW OF OTHER ITEMS** – The Board will consider and may take action on the following: (*time: 5:40 pm – 6:45 pm*)

A. Approval of Minutes

1. 6/12/23 Special Meeting
2. 6/21/23 Supplemental Meeting
3. 6/27/23 Regular Meeting

A motion was made to approve the minutes by Director Fonseca, seconded by Director Berker. **The motion was unanimously carried.**

B. Hospital Policies

1. District Credit Cards
2. Infection Control Plan
3. Nursing Peer Review
4. Petty Cash
5. Pharmacy Employee Theft and Impairment Reporting Requirements
6. Procurement of Medications
7. Scope of Pharmacy Services Staffing and Guidelines

It was reported that for the District Credit Card policy, the change is to add one card that is assigned to the Medical Staff office for credentialing purposes only; no other items can be purchased through the card. A motion was made to approve the policies by Director Aguirre, seconded by Director Fonseca. **The motion was unanimously carried.**

C. Update Reports

1. Women's Auxiliary
2. LAFCO

**There were no reports.**

3. Funding Requests Committee

**No funding requests were received.**

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4. General Counsel Evaluation
5. Compliance Officer Evaluation

Discussion will be held in closed session.

#### D. June 2023 Finance Report

Ms. Loper advised that the District typically goes dark in July, so the financials are just in draft form. The Accounting department spends the whole month of June reviewing everything and making sure all the accruals are accounted for as they prepare for the year-end audit. The average daily census went up to 49 in June compared to 40 in May. The District received a \$875,000 refund for the previous year expenses; this had a positive effect on the bottom line. Purchased services are up because the bulk of the expenses are associated with the skilled nursing facility which is still not included in the District's budget. The bottom line for June came in at a positive \$2.5 million; again, this amount may change if there are any late invoices that come in and must be applied to June. Days cash on hand was at 46.5 days for June. Medicare has notified us, in the last week of June, that they underpaid the District by \$1.3 million; however, those funds were not received until July 11<sup>th</sup> and could not be applied to the past fiscal year. Ms. Loper mentioned that she received notification that DSH will be making a payment to PMHD of \$894,000 in August. She was also notified last week that the District is eligible to continue with the application for the distressed hospital loan program. Finance will continue to work on the plan and the 24-month cash projection that is due on Monday. It is still unclear when the funds will be awarded.

- E. Authorize SNF Agreement for the Provision of Hospice with Uni Care Hospice, Inc.  
Contract Value: 100% Medi-Cal rate; Contract Term: One (1) year; Budgeted: Yes; Budget Classification: Revenue
- F. Authorize Nursing Facility Services Agreement with AccentCare Home Health of California d/b/a ACHH of CA- El Centro Hospice  
Contract Value: 100% Medi-Cal rate; Contract Term: One (1) year; Budgeted: Yes; Budget Classification: Revenue
- G. Authorize Fifth Amendment to Professional Service Agreement with Rady Children's Specialists of San Diego  
Contract Value: approx. \$80,000/yr; Contract Term: One (1) year; Budgeted: No; Budget Classification: Professional Fees
- H. Authorize Proposal for the Replacement of Service Compressor for Chiller from Johnson Controls, Inc.  
Contract Value: \$162,977.<sup>30</sup>; Contract Term: One time fee; Budgeted: No; Budget Classification: Repairs & Maintenance
- I. Authorize Maintenance Services Agreement with Amtech Elevator Services  
Contract Value: \$57,600; Contract Term: Three (3) year; Budgeted: Yes; Budget Classification: Purchased services
- J. Authorize the da Vinci Surgical Robotics Program at Pioneers Memorial Healthcare District  
Contract Value: \$2,027,881; Contract Term: 60-month Lease; Budgeted: Yes; Budget Classification: Leases & Rentals/Equipment
- K. Authorize Second Amendment to Hospitalist Services Agreement with In Compass Health, Inc.  
Contract Value: \$2,057,423; Contract Term: Three (3) years; Budgeted: Yes; Budget Classification: Professional Fees

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- L. Authorize Professional Services Agreement with Roukaya T. Hassanein  
Contract Value: approx. \$500,000/yr.; Contract Term: Three (3) years; Budgeted: No; Budget  
Classification: Professional Fees

A motion was made to approve items D through H by Director Fonseca, seconded by Director Aguirre. **The motion was unanimously carried.**

Item I – Mr. Sorensen advised that the initial maintenance agreement was the basic plan and did not provide the type of maintenance the current elevators require. The new agreement is one level up and does provide the type of maintenance that is needed.

Item J – Director Berker wanted to make sure that the infrastructure to support the use of the robot exists. Mr. Sorensen believes that what we currently have is sufficient. Ms. Loper advised that once she signs the agreement, the vendor would deliver the robot within two to three weeks. Any physician that is familiar with the Da Vinci can use it right away. Those that are not familiar with the unit will require some training; the training takes about one month.

Item K – Mr. Sorensen stated that he was not here when the initial hospitalist agreement was negotiated. This group was supposed to start in March, but due to issues with the previous group, In Compass was rushed in to cover in January. This resulted in difficulty in recruitment efforts for their group. The agreement has a clause where the District covers the first eight months of locum tenens costs. The amendment would raise the rates to help them with recruitment efforts and provides for two extra months of locums coverage by Pioneers with a cap. In Compass has finally hired a medical director, Dr. Hyatt. A discussion ensued on various issues with the current service of the hospitalist group, metrics for performance and the issues associated with their recruitment efforts. A motion was made to approve items I, J and K by Director Fonseca, seconded by Director Aguirre. **The motion was unanimously carried.**

Item L – Director Berker will abstain from taking any action on this item as there is a possible conflict of interest. A motion was made to approve item L by Director Fonseca, seconded by Director Aguirre. In Favor=3; Opposed=0; Absent=1; Abstain=1. **Motion carries.**

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

A. Operations Reports – Damon Sorensen, Interim CEO

1. CEO Report (Interim Chief Executive Officer)

Mr. Sorensen introduced Ms. Charity Dale, new HR Director at Pioneers. There are a few HR issues that need to be worked through, but Mr. Sorensen feels she is very capable, and we are excited to have her on our team. Ms. Dale has over 20 years of HR experience and has a lot of recruiting experience. This will be extremely helpful as directors currently spend about 8-10 hours a week on recruiting activities. Ms. Dale will be working on pay scales as well. Pioneers needs to be sensitive to market rates and there is a lot of work to do regarding pay. Director Santillan asked if Ms. Dale uses different sources when conducting salary surveys, or does she only use one source. Ms. Dale advised that she looks

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at several different sources as many variables need to be considered and a lot of market research must be done to make sure you find the right sources.

## 2. Hospital operations (Chief Nursing Officer)

Ms. Bojorquez reported that the average ER visits for the month-to-date was 110 visits per day; in the prior month it was 114 per day. The percentage of admissions from those ER visits were 5.76% month-to-date; prior it was at 8%. The number of patients that were boarding at the ER was about 4 patients. Ms. Bojorquez stated that four of the six LVN's for the Team model have been hired and they are now in the middle of their training. They should be done with their training by next month and the implementation of the model will begin in the Med/Surg department. There are currently two travelers on an 8-week assignment in Med/Surg to help with the implementation of the Team model. There are also five travelers in the OB department and three of those are Charge nurses. Pioneers has a nurse residency program which is run by Ana Cisneros, RN. Ms. Cisneros conducted a survey of the current cohort of nursing students as to whether they would be looking to work at Pioneers when they graduate. The feedback was very positive. The students feel that the staff is very friendly and they like the mentorship they have been receiving. They are in their third or fourth semester, so they will be graduating soon. Ms. Bojorquez noted that rounding and communication efforts have been increased with the skilled nursing facility.

## 3. Clinics operations (Chief of Clinic Operations)

**There was nothing to report.**

## 4. Medical staff (Chief Nursing Officer)

Ms. Bojorquez noted that Dr. Warner is bringing in Dr. Hyatt as the Medical Director of the Hospitalist group. She will be connecting with Dr. Hyatt to begin establishing rapport. Dr. Hyatt is pulmonary and ICU trained, so we are excited to have him join Pioneers. Weekly meetings continue to be held with Dr. Warner to provide feedback and discuss any issues with the hospitalist program.

## 5. Finance (Chief Financial Officer)

Ms. Loper reported that we still have not received the rate letter from Medicare for the skilled nursing facility. She hopes that it will be received by next month. Census at SNF is at about 90% capacity.

## 6. Information technology (Chief Nursing Officer)

There was a leadership implementation bootcamp in Kansas City last week that several staff attended. It was two days and discussions centered on strategies for implementation. The project has officially kicked off and teams will be paired with their Cerner counterparts. There is an issue with space available for training and testing. Ms. Teague is focused on finding space for this phase of the project. Work is also being done in recruiting physician champions for the project. A

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dashboard for Board members will be created by Cerner to keep the Board up to date on the status of the implementation project.

7. Facilities, logistics, construction, support

**There was nothing to report.**

8. Quality resources - (Director of Quality Resources)

**There was nothing to report.**

9. Board matters

**There was nothing to report.**

B. Legal Counsel Report – Sally Nguyen

1. All matters to be discussed in Closed Session

**VII. 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 2023-01, 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. 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

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

1. Title: General Counsel

2. Title: Compliance/Privacy Officer

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

A. Take Actions as Required on Closed Session Matters

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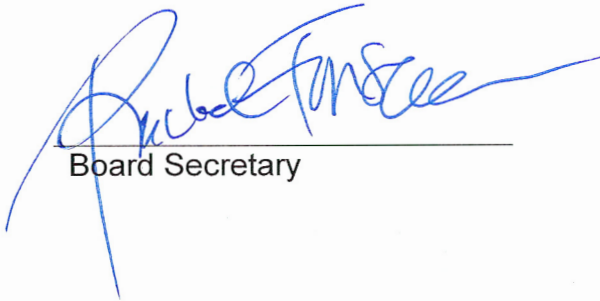
**The Board approved the General Counsel and Compliance Officer evaluations.**

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

The meeting was adjourned to the next meeting.



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Clerk of the Board



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Board Secretary