

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

Tuesday, March 26, 2024
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
Linda Rubin, Treasurer
Nick Aguirre, Asst. Secretary/Treasurer

STAFF:

Chris Bjornberg, CEO
Carly Loper, CFO
Carol Bojorquez, CNO
Ramaiah Indudhara, MD, Chief of Staff
Sally Nguyen, General Counsel

GUESTS:

Carly Zamora, CCO
Charity Dale, CHRO
Melissa Ramirez, Director of Marketing & Public Relations

B. Approval of Agenda

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

II. **BOARD MEMBER COMMENTS**

Director Rubin requested that the Board be sent an email notification prior to when CEO will not be at PMHD. Mr. Bjornberg advised he will send an email notification a week before he is to be off campus.

Director Santillan requested that the Board entertain the idea of going back to one meeting per month and start earlier in the day with closed session. Ms. Smith and Ms. Nguyen were asked to make revisions to the PMHD bylaws and bring them to the Board for consideration at the April Board meeting.

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- 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. MEDICAL STAFF REPORT** – Ramaiah Indudhara, MD, Chief of Staff, will present for Board consideration, the following matters: *(time: 5:30 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. Indudhara highlighted some of the issues in the clinical setting. The surgery committee had a discussion and approval of robotic assist privileges. There were discussions regarding physician training on Cerner. There are some issues, but they are being worked on. Director Santillan asked why some physicians were listed as “failure to reappoint”. Doctor Indudhara advised this could be due to the physicians not turning in all of the required credentialing documentation or did not renew application. MSQC had a lot of policies to consider and MEC expressed concerns that there is not enough time to review policies. This concern is being addressed. Ms. Bojorquez reported that policies are sent out via email for collaboration and this collaboration includes physicians. The policy is attached in MS Word for them to make any revisions. Some directors print out the policy as some physicians prefer a hard copy. Ms. Bojorquez noted that the Director of the Medical Staff office is aware of the process and will reiterate to the physicians. Doctor’s Day falls on March 30th; therefore, the General Medical Staff meeting, which is scheduled on March 28th, will be hosting a dinner and the Board is invited to attend. A motion was made to approve the medical staff report by Director Berker, seconded by Director Fonseca. **The motion was unanimously carried.**

- V. 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. Antimicrobial Stewardship
 2. Hazardous Drug Handling
 3. Per Diem Program

The Per Diem Program policy will be deferred as further work needs to be done on this policy. A motion was made to approve policy #1 and #2 by Director Berker and seconded by Director Fonseca. **The motion was unanimously carried.**

- B. Update Reports
1. Women’s Auxiliary

Director Rubin advised that the Auxiliary is still holding their meetings and they are planning a mini-Attic Treasures event. This event will be sometime in the Fall and their focus will be funding for the OB and NICU departments.

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2. LAFCO

The LAFCO meeting will be on Thursday at 8:30 am. It will not be available virtually.

C. Human Resources Report

Ms. Dale noted that the new HR report lists what projects HR is currently working on and their status. It breaks down how many participants there are at every level of benefits. The report also lists how many staff are on leave and how many volunteers and students we have. Ms. Dale noted that the HR process improvement project is to review and update all the Human Resources policies. They will be reviewing 10 at a time per month until completion. She mentioned that the ADP project is moving along and should be running the first live payroll next week. Because of Cerner, the employee recognition event will be held some time in July. The Board let Ms. Dale know that they like her new report format.

D. Authorize Amendment No. 1 Agreement for Radiology Services with Imperial Valley Radiology Medical Group

Contract Value: \$3,225,000/yr.; Contract Term: Three (3) years; Budgeted: No; Budget Classification: Professional Fees

E. Authorize 340B Pharmacy Services Agreement with Rite Aid Hdqtrs. Corp.

Contract Value: estimated \$300,000; Contract Term: Three (3) years; Budgeted: N/A; Budget Classification: Revenue

F. Authorize Locum Tenens Coverage Agreement with Alumni Staffing, LLC

Contract Value: based on recruitment; Contract Term: One (1) year; Budgeted: No; Budget Classification: Purchased Services

Item F – Director Fonseca noted that she thought we would no longer be doing locum tenens. It was clarified it was related to the hospitalist contract that we would not be providing again. This agreement is to have it in place if we ever need coverage for any other specialty.

A motion was made to approve items C through F by Director Berker, seconded by Director Fonseca. **The motion was unanimously carried.**

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 – Christopher Bjornberg, CEO

1. CEO Report (Chief Executive Officer)

Mr. Bjornberg gave a heads up regarding the agreement he had discussed before with the Board. General Counsel has assisted in cleaning up the terms and will most likely bring it for Board consideration next month. He reported that we've had good response regarding physicians catching up on documentation and the suspension process. A provider group fell behind last week, a letter went out to them, all but two physicians have completed them as of today. As Cerner goes live, there will be a little decline in revenue and A/R days will go up. Mr. Bjornberg advised that there will be a strategic planning training for the department leaders in

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May. They will be reviewing the mission, vision and values statement and provide ideas for revision. He mentioned that he would also like to do strategic planning with the Board for at least one year. This will be coming up in the near future and is just making the Board aware. Mr. Bjornberg reported that we are expecting the surveyors to return to the SNF any day now and expect there may be some fines with some of the previous findings. Work is being done to mitigate the issues as much as possible and we are currently looking for a new director of nursing.

2. Hospital operations (Chief Nursing Officer)

Ms. Bojorquez reported that the Average Daily Census for February was 62. For the NICU the census was 4, Pediatrics had 3, OB had 13, and Med/Surg had 13. There were 183 deliveries and 48 c-sections. The average daily visits to the ED were 133 for February compared to 129 in January. The ED is now using the fast-track area, which used to be the old ER, from 10 am to 10 pm. They can see up to eight patients who do not require complex treatment and do not require a lot of work up. There were 106 transfers in the month of February compared to 92 in January. Year-to-date, there have been a total of 198 transfers with the top specialties being GI, Pediatrics and cardiology. There are currently three travelers in Med/Surg; the plan is to be done with travelers by the end of May in this department. This means that the census in Med/Surg will have to be dropped down to 36, which should be fine as the volumes tend to be lower during the summer. There are eight travelers in the OB department currently. A luncheon is being coordinated in May for IVC students that are expected to graduate in June. Staff are also being cross-trained so they can assist in the NICU. There are a lot of nurses interested in cross-training, so we are attempting to meet that need. Director Santillan asked what the census at the SNF was. Ms. Bojorquez noted that the last time she spoke to the Director, he had informed her they had 84 residents.

3. Clinics operations (Chief of Clinic Operations)

Ms. Zamora reported that she is reviewing a lot of different locums/recruitment agreements as different vendors specialize in different types of recruitment. As she reviews what they focus on, she will bring those to the Board that she feels are worth using. The agreement for Dr. Lai is coming up for renewal, so she will be working on that in the next couple of months. The agreement with Dr. Kuraitis is still under review. Ms. Zamora noted that she was made aware that there was an error on the website, and it was updated related to Dr. Hassanein's photo and her name was misspelled. The clinic staff's focus has been Cerner as the go-live date is fast approaching. It was asked how the physicians are doing regarding Cerner. Ms. Zamora stated that the hospitalists, surgeons, and ER providers' training went well. The clinic providers seemed to be distracted easily during the training and may be struggling a bit. Ms. Teague, Ms. Holt, and the IT team are working on one-on-one training sessions with the doctors and those seem to be going a lot better. All twelve scribes are also being trained so they can be on the floor in case the physicians are having issues. Due to Cerner, the clinics will be going to 50% census. The OR will also go to 50% census on Monday and Tuesday of go-live week, then 75% on Wednesday and hope to be 100% by end of week. Mr. Bjornberg mentioned that whether the census is adjusted longer than

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the first week will depend on how quickly the physicians adapt to the new system. The physicians need to be comfortable with Cerner before we move back to 100%. Ms. Zamora advised that the community health grant was received so they have three positions for community health workers. Once the Cerner project is done, she will focus on the clinics' financials and working on next year's budget. Director Berker thanked Ms. Zamora for all her hard work.

4. Medical staff (Chief Nursing Officer)

Nothing further to report.

5. Finance (Chief Financial Officer)

Ms. Loper mentioned that not only is the Accounting Office going through the Cerner conversion, but they are also changing the financial system. For this reason, she is requesting the Board's patience as far as receiving reporting from Finance as this will take a few months to adapt to the new systems. Ms. Loper asked if the Board still wanted Ms. Gregoire to provide weekly revenue cycle updates, or can updates be provided once per month? The Board gave the ok to move updates to only once per month. Ms. Loper will let Ms. Gregoire know.

6. Information technology (Chief Nursing Officer/Director of Information Systems)

Cerner is going live on April 15th. While there may be some staff that still do not believe that this is going to happen, we feel we are ready and there will be no delays to the go-live date.

7. Marketing (Director of Marketing)

Ms. Ramirez reported that the shooting of the commercials will begin next week. Work is being done on new brochures and flyers introducing services and will have physician photos. She will be attending a couple of career fairs in April and the Children's Fair on April 13th. Some staff have volunteered to assist with the Children's Fair. Director Santillan asked if the Employee-Family picnic was being considered for this year. Ms. Dale mentioned that it had not been done for several years, but we are willing to do that event as well. Director Berker asked if all the corrections have been made to the PMHD website. Ms. Ramirez advised that they are almost completed. She is missing three photos to update of two employees and one physician.

8. Facilities, logistics, construction, support

Ms. Bojorquez advised that we are waiting for the final construction approval documentation from HCAI. Once she receives that, she will submit the application to CDPH so they can come and do the survey for the daVinci project. Ms. Loper reported that the consultant for the seismic plan completed their survey and should be providing the report for our review before they submit it to HCAI. May is the target for filing the report with HCAI. Director Aguirre asked if the report would be shared with the public. Ms. Loper advised that it will be determined once we review the report. He mentioned that we want to make sure we are transparent

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with reports like Leapfrog. Ms. Loper noted that the statements made by the public that the district gets paid based on Leapfrog scores are incorrect. CMS does not use those scores; they have their own scoring system. Participation in Leapfrog is voluntary and both ECRMC and PMHD do not offer the services that they use for rating hospitals. They score hospitals poorly if they do not participate in their system.

9. Quality resources - (Director of Quality Resources)

Ms. Bojorquez noted that we are currently conducting the employee survey. The goal is to reach 70% or higher. Last year, the goal was 80% but ended with 47% participation. As of today, we are at 52% and staff still have until March 31st to complete the survey. Once the results are received, debriefings will be done with departments.

10. 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. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION – Initiation of litigation pursuant to paragraph (4) of subdivision (d) of section 54956.9

1. Potential Cases: 1

C. 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

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

A. Take Actions as Required on Closed Session Matters

A motion was made in closed session to initiate litigation in relation to AB 918 by Director Rubin, seconded by Director Santillan. InFavor=4; Opposed=0; Absent=1

IX. ADJOURNMENT (time: 8:00 pm)

The meeting was adjourned to the next meeting.



Clerk of the Board



Board Secretary