

SOUTHERN INYO HEALTHCARE DISTRICT

Notice of a Special Meeting of the Board of Directors

Date: Tuesday, March 10, 2020

Time: 3:30 p.m.

Location: RCA Church

550 East Post St

Lone Pine, CA 93545

AGENDA

I. CALL TO ORDER

- A. Pledge of Allegiance
- B. Roll Call
- C. Approval of Agenda

II. BUSINESS ITEMS

- A. Discussion regarding future of Southern Inyo Hospital facilities.
(President/Attorney)

B. Consent Agenda: These items are considered routine and non-controversial and will be approved by one motion. If a member of the Board or public wishes to discuss an item, it will removed from Consent and considered separately at the end of Business Items.

1. Approval of Medical Staff Privileges

- a. John Holden, MD, Radiology, **2 years Extended** Medical Staff Privileges
- b. John Swift, MD, Radiology, **2 years Extended** Medical Staff Privileges
- c. Geoffrey Sigmund, MD, Radiology **2 years Extended** Medical Staff Privileges
- d. Lawrence McNutt, MD, Radiology, **2 years Extended** Medical Staff Privileges

2. Approval of Policies and Procedures

a. Engineering/Maintenance

- 1) Nurse Call Light System Failure Policy

b. I.T.

- 1) Business Associate/Written Contract or other arrangement
 - a. Policy that states that a vendor that works for the District (and has access to PHI), will have a BAA (Business Associate Agreement) in place.
- 2) Disaster Recovery Plan

Board of Directors:

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President

Charles Carson
Vice President

Carma Roper
Secretary

Bruce Branson
Treasurer

Mark Lacey
Director

- a. Policy that covers how the District will protect and restore any loss of ePHI to maintain operations in the event of an emergency.
- 3) Emergency Operations Plan
 - a. Policy that covers how the District will implement the EOP to safeguard ePHI and maintain operations in the event of an emergency or disaster.
- 4) Evaluation
 - a. Policy that provides covered entities feedback on whether their P&P are protecting ePHI.
- 5) General Security
 - a. Policy that explains the District will protect against any reasonably anticipated threats or hazards to the security or integrity of such information.
- 6) Information System Activity Review
 - a. Policy that explains how the District will review records of information system activity on a regular basis.
- 7) Log-In Monitoring
 - a. Policy that explains the District will monitor log-ins to the computer system in efforts to ensure the integrity of ePHI.
- 8) Maintenance of Computer Software Programs
 - a. Policy that explains how the District will utilize measures to ensure the security of ePHI located within the computer software programs.
- 9) Password Management
 - a. Policy that explains how the District will manage the passwords used to access ePHI.
- 10) Privacy/Security Officer
 - a. Policy that explains how the District will employ individuals to serve as the Privacy/Security Officer for the organization.
- 11) Protection from malicious software
 - a. Policy that explains how the District shall ensure the protection of ePHI by limiting the types of software permitted on the computer workstations.
- 12) Risk Analysis
 - a. Policy that covers covered entities have and apply appropriate risk analysis as a part of an overall standard.
- 13) Risk Management
 - a. Policy that covers a risk management plan which will provide structure for an organization's evaluation, prioritization and implementation of risk-reducing security measures.
- 14) Sanctions
 - a. Policy that explains how the District will expect all employees to comply with security policies and procedures by signing a statement of adherence upon hire.
- 15) Security Awareness and Training
 - a. Policy that explains how the District will provide all organizational employees with security training.
- 16) Security Incident Procedure – Response and Reporting
 - a. Policy that covers how the District will identify, investigate, manage and document any violations of security to ePHI.
- 17) Security Reminders
 - a. Policy that explains how the District will provide all employees with periodic security updates.
- 18) Testing and revision procedures
 - a. Policy that explains how the IS Department director shall create a schedule to test each contingency plan and procedure.

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- 19) Workforce Authorization/supervision
 - a. Policy that explains how the District will take reasonable and appropriate steps to assure that job descriptions are evaluated for applicable PHI access.
- 20) Workforce Clearance and access authorization
 - a. Policy that explains how the District determines the degree of access of ePHI to employees as appropriate.
- 21) Workforce Termination
 - a. Policy that explains how the District handles the employee's status changes or upon voluntary or involuntary termination.

- C. Relias Amendment (CNO)
- D. Ortho-Clinical Diagnostics Vitros 350 Service Agreement (Labortory)
- E. Survey Solutions Agreement (CNO)
- F. Medical/Surgical Unit Registered Nurse Training Agreement (CNO)
- G. CEO Contract- Peter Spiers (Board of Director)

III. REPORTS

- A. Financial Report
- B. CEO Report
- C. Medical Staff Report (Quarterly Report)

IV. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

V. BOARD OF DIRECTORS COMMENTS ON ITEMS NOT ON THE AGENDA

VI. CLOSED SESSION

- A. Existing Litigation (Govt Code 54956.9): Chapter 9 Bankruptcy

VII. CLOSED SESSION REPORT

VIII. ETHICS TRAINING

IX. ADJOURNMENT

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NOTICE TO THE PUBLIC

PUBLIC COMMENT PERIOD FOR REGULAR MEETINGS

Members of the public may comment on any item on the agenda before the Board takes action on it. The public may also comment on items of interest to the public that are within the subject matter jurisdiction of the Board; provided, however, the Board may not take action on any item not appearing on the agenda unless the action is otherwise authorized by law. Any person addressing the Board will be limited to a maximum of three (3) minutes so that all interested parties have an opportunity to speak.

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