

SOUTHERN INYO HEALTHCARE DISTRICT

Notice of a Regular Meeting of the Board of Directors

Date: Tuesday, February 12, 2018

Time: 4:30 p.m.

Location: RCA Church

550 East Post St

Lone Pine, CA 93545

Richard Fedchenko will be participating via phone.

1093 Shahar Ave.

Lone Pine, CA 93545

Mark Lacey will be participating via phone from

335 Indian Springs Drive,

Lone Pine, CA 93555

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)

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 be removed from Consent and considered separately at the end of Business Items.

1. Approval of Minutes

a. Special Board Meeting Minutes of 12/20/2018.

b. Special Board Meeting Minutes of 01/01/2019.

c. Regular Board Meeting Minutes of 01/08/2019.

d. Special Board Meeting Minutes of 01/08/2019.

e. Special Board Meeting Minutes of 01/25/2019.

2. Contract Approvals/Renewals

Board of Directors:

Jaqueline Hickman
President

Mark Lacey
Vice President

Carma Roper
Secretary

Charles Carson
Treasurer

Richard Fedchenko
Director

a. American Business Machines

3. Approval of Medical Staff Privileges

- a. Raymond Azab, Radiologist, Extended Two Year Medical Staff Privileges.
- b. Mark Beller, Radiologist, Extended Two Year Medical Staff Privileges.
- c. Daniel Brunengraber, Radiologist, Extended Two Year Medical Staff Privileges.
- d. Eugene Choi, Radiologist, Extended Two Year Medical Staff Privileges.
- e. Vito Fodera, Radiologist, Extended Two Year Medical Staff Privileges.
- f. Gerald Goldstein, Radiologist, Extended Two Year Medical Staff Privileges.
- g. Kellie Greenblatt, Radiologist, Extended Two Year Medical Staff Privileges.
- h. Jennifer Hill, Radiologist, Extended Two Year Medical Staff Privileges.
- i. Khalid Javeri, Radiologist, Extended Two Year Medical Staff Privileges.
- j. Michael Klein, Radiologist, Extended Two Year Medical Staff Privileges.
- k. Steven Kussman, Radiologist, Extended Two Year Medical Staff Privileges.
- l. John Lin, Radiologist, Extended Two Year Medical Staff Privileges.
- m. Gilbert Melin, Radiologist, Extended Two Year Medical Staff Privileges.
- n. Sasmita Misra, Radiologist, Extended Two Year Medical Staff Privileges.
- o. Farbod Nasser, Radiologist, Extended Two Year Medical Staff Privileges.
- p. Edward Oh, Radiologist, Extended Two Year Medical Staff Privileges.
- q. Harun Ozer, Radiologist, Extended Two Year Medical Staff Privileges.
- r. Kevin Rice, Radiologist, Extended Two Year Medical Staff Privileges.
- s. Joseph Roco, Radiologist, Extended Two Year Medical Staff Privileges.
- t. Tomer Roth, Radiologist, Extended Two Year Medical Staff Privileges.

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Richard Fedchenko
Director

- u. Douglas Rusnack, Radiologist, Extended Two Year Medical Staff Privileges.
- v. Lori Taylor Serwatka, Radiologist, Extended Two Year Medical Staff Privileges.
- w. Marcelo Spector, Radiologist, Extended Two Year Medical Staff Privileges.
- x. Tanya Tivorsak, Radiologist, Extended Two Year Medical Staff Privileges.
- y. Nhan Tran, Radiologist, Extended Two Year Medical Staff Privileges.
- z. Ian Tseng, Radiologist, Extended Two Year Medical Staff Privileges.
- a.1. Brian Tzung, Radiologist, Extended Two Year Medical Staff Privileges.
- b.1. Michael Zaghi, Radiologist, Extended Two Year Medical Staff Privileges.

- C. Holiday Pay Policy (HR Manager)
- D. Upcoming IGT's (CEO)
- E. El Dorado Savings Bank Visa Check Card (CEO)
- F. BYOD Policy and Internet, Email & Computer Use Policy (IT)

III. **REPORTS**

- A. Financial Report
- B. CEO Report
- C. Medical Staff 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
- B. Personnel Evaluation: CEO

VII. **CLOSED SESSION REPORT**

VIII. **ADJOURNMENT**

Board of Directors:

Jaqueline Hickman
President

Mark Lacey
Vice President

Carma Roper
Secretary

Charles Carson
Treasurer

Richard Fedchenko
Director

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.

COPIES OF PUBLIC RECORDS

All writings, materials, and information provided to the Board for their consideration relating to any open session agenda item of the meeting are available for public inspection and copying during regular business hours at the Administration Office of the District at 501 E. Locust Street, Lone Pine, California.

COMPLIANCE WITH ADA

This agenda shall be made available upon request in alternative formats to persons with a disability, as required by the Americans with Disabilities Act of 1990 (42 U.S.C. § 12132) and the Ralph M. Brown Act (Cal. Gov't Cod. § 54954.2). Persons requesting a disability related modification or accommodation in order to participate in the meeting should contact the Administrative Office during regular business hours by phone at (760) 876-5501, or in person at the District's Administrative Office at 501 E. Locust St., Lone Pine, California.

Board of Directors:

Jaqueline Hickman
President

Mark Lacey
Vice President

Carma Roper
Secretary

Charles Carson
Treasurer

Richard Fedchenko
Director

SOUTHERN INYO HEATHCARE DISTRICT
SPECIAL MEETING OF THE BOARD OF DIRECTOR MINUTES

CLOSED SESSION

Date: December 20, 2018

Time: 10:00 am

Location:

The below Board Members will be calling in from the listed locations:

Charles Carson – 538 S. Main Street, Lone Pine, CA 93545 (High School)

Richard Fedchenko – 1093 Shahar, Lone Pine, CA 93545 (Home)

Jaque Hickman – 501 E. Locust Street, Lone Pine, CA 93545 (Hospital)

I. CALL TO ORDER – CLOSED SESSION

The meeting was called to order.

II. ACTION ITEMS

Employee Withdrawal of Funds (Govt Code 54957.10)

Action: The Board of Directors discussed and approved the Employee Withdrawal of Funds. No other action.

President of Board or Secretary

Date

12/20/2018 Special Board Meeting Minutes

SOUTHERN INYO HEALTHCARE DISTRICT

Special Meeting of the Board of Directors Minutes

Date: Tuesday, January 1, 2019

Time: 12:00 p.m.

Location: Southern Inyo Hospital- Conference Room
501 E. Locust, Lone Pine, CA 93545

Jaque Hickman will be participating via phone from
61830 Mesa Ct.,
La Quinta, CA 92253

Mark Lacey will be participating via phone from
335 Indian Springs Drive,
Lone Pine, CA 93555

Carma Roper will be participating via phone from
230 N. Webster St.,
Independence, CA 93526

Richard Fedchenko will be participating via phone.
1093 Shahar Ave.
Lone Pine, CA 93545

PRESENT

Mark Lacey, Vice President
Charles Carson, Treasurer
Richard Fedchenko, Director
Jaque Hickman, President (via phone)
Carma Roper, Secretary (via phone)

OTHERS

Brian Cotter, CEO (via phone)
Ashley McDow, Attorney (via phone)
Anita Sonke, Accounts Payable
Maritza Perkins, Administrative Assistant

I. CALL TO ORDER

The meeting was called to order at 12:02 pm.

Director Fedchenko moved to approve the agenda of January 1, 2019. Treasurer Carson seconded. All approved.

Roll Call-
Richard Fedchenko "AYE"
Charles Carson "AYE"

Board of Directors:

Jaqueline Hickman
President

Mark Lacey
Vice President

Carma Roper
Secretary

Charles Carson
Treasurer

Richard Fedchenko
Director

Mark Lacey "AYE"
Carma Roper "AYE"
Jaque Hickman "AYE"

II. BUSINESS ITEMS

A. Consideration and Approval of Resolution 19-1 to apply for a short term Treasury Loan from Inyo County.

The DHCS IGT PRIME transfer is due 01/04/2019. The DHCS IGT PRIME total amount is \$386,877.83, plus an additional expedited payment processing fee of \$75.00, totaling \$386,952.83. The return payment to the District will be \$773,755.66 paid in the month of April 2019, within approximately twelve weeks following deposit of the District funds.

Inyo Co. Treasury will hold their meeting Thursday, January 3, 2019 at 4:30 pm in regards to SIHD's loan application. There is an option to have Inyo Co. wire the monies to State direct. The Board agrees that the funds need to come from the hospital entity.

If SIHD receives the approval of the short term loan by Inyo Co. Treasury, SIHD will pay the loan as soon as the monies from PRIME comes in (within 48 hours).

Action: Treasurer Carson moved to approve Resolution 19-1 with the amendments to apply for a short term Treasury Loan from Inyo County in the amount of \$400,000.00. Director Fedchenko seconded.

Roll Call-
Richard Fedchenko "AYE"
Jaque Hickman "AYE"
Carma Roper "AYE"
Charles Carson "AYE"
Mark Lacey "AYE"

III. ADJOURNMENT

The meeting adjourned at 12:35 pm.

President of Board or Secretary

Date

01/01/2019 Special Board Meeting Minutes

Board of Directors:

Jaqueline Hickman
President

Mark Lacey
Vice President

Carma Roper
Secretary

Charles Carson
Treasurer

Richard Fedchenko
Director

SOUTHERN INYO HEALTHCARE DISTRICT

Special Meeting of the Board of Directors Minutes

Date: Tuesday, January 8, 2019

Time: 4:25 p.m.

Location: RCA Church

550 East Post St

Lone Pine, CA 93545

Richard Fedchenko will be participating via phone.

1093 Shahar Ave.

Lone Pine, CA 93545

PRESENT

Jaque Hickman, President

Mark Lacey, Vice President

Charles Carson, Treasurer

Richard Fedchenko, Director (via phone)

ABSENT

Carma Roper, Secretary

OTHERS

Brian Cotter, CEO

Chet Beedle, Financial Consultant

Scott Nave, Attorney (via phone)

Ashley McDow, Attorney (via phone)

Jeff Sheffield, Facilities Director

I. CALL TO ORDER

The meeting was called to order at 4:25 pm.

Treasurer Carson moved to approve the agenda. Director Fedchenko seconded. All approved.

Roll Call-

Richard Fedchenko "AYE"

Charles Carson "AYE"

Jaque Hickman "AYE"

Note: Vice President Lacey was not able to participate during the approval of the agenda (via phone).

Board of Directors:

Jaqueline Hickman
President

Mark Lacey
Vice President

Carma Roper
Secretary

Charles Carson
Treasurer

Richard Fedchenko
Director

The Board of Directors called to adjourn the Special Meeting at this time. The meeting will reconvene after Item D under Business Items at the Regular Board Meeting January 8th at 4:30 pm. The Closed Session will also be discussed at the Regular Board Meeting, Item VI. Closed Session.

The Special Board Meeting of January 8, 2019 reconvened at 5:12 pm.

II. BUSINESS ITEMS

A. Award of Architectural Re-Roofing Contract

Jeff Sheffield, Facilities Director gave a brief review of the request of the architectural re-roofing contract. Jeff Sheffield presented two bids.

Aspen Street Architects which have worked with SIHD in the past. They completed three jobs for the hospital and already have the hospital plans. Greenbough has not worked with SIHD before. They will need to come from a distance and start the process of getting the plans, etc.

What prompted having to contract an architect?

Per Jeff Sheffield, OSHPD needs an architect drawing/blueprint before proceeding with the 2400 sq. roof replacement. SIHD needs to comply with OSHPD. OSHPD provides the permit and SIHD needs to cover all aspects.

Jeff Sheffield recommends Aspen Street Architects.

The bids are Time and Materials bids. It is possible that the total may increase (no less than presented).

IOR (Inspector of Record) will need to come out and inspect the roof and confirm repairs are in compliance with plans with OSHPD. There will be a charge for the IOR. There will be further additional OSHPD expenses with this bid.

President Hickman asked if SIHD can have the inspector inspect all the areas that need to be addressed (Business Office and Maintenance & Purchasing). The Board will need a firm cost. Jeff Sheffield will contact the OSHPD, Architect and Roof Contractor.

Per Scott Nave, if the Board wants to expand the project and it's at 10% or more of approved contract, we will need to public bid the change order. Scott mentioned that if we are doing repairs to the facility that aren't related to Patient Care, we don't have necessarily have the same level of OSHPD involvement. The cost of those areas could be less.

The additional areas can be bid as a separate project.

Note: Jeff Sheffield presented the Roof Contractors without the Prevailing wage. The contractor stated that they would honor the bid. Jeff Sheffield is waiting for the revised contract.

Action: Treasurer Carson moved to approve the bid from Aspen Street Architects for the roof over the Skilled Nursing Unit. Vice President Lacey seconded. All approved.

Roll Call-

Charles Carson "AYE"

Jaqueline Hickman "AYE"

Mark Lacey "AYE"

Board of Directors:

Jaqueline Hickman
President

Mark Lacey
Vice President

Carma Roper
Secretary

Charles Carson
Treasurer

Richard Fedchenko
Director

III. CLOSED SESSION

A. Employee Withdrawal of Funds (Govt Code 54957.10)

Action: The Board of Directors discussed and approved the Employee withdrawal of funds with the required remaining PTO bank amount of 40hrs. No other action.

IV. ADJOURNMENT

The meeting adjourned at 5:42 pm.

President of Board or Secretary

Date

01/08/2019 Special Board Meeting Minutes

Board of Directors:

Jaqueline Hickman
President

Mark Lacey
Vice President

Carma Roper
Secretary

Charles Carson
Treasurer

Richard Fedchenko
Director

SOUTHERN INYO HEALTHCARE DISTRICT

Regular Meeting of the Board of Directors Minutes

Date: Tuesday, January 8, 2019

Time: 4:30 p.m.

Location: RCA Church

550 East Post St

Lone Pine, CA 93545

Richard Fedchenko will be participating via phone.

1093 Shahar Ave.

Lone Pine, CA 93545

PRESENT

Jaqueline Hickman, President

Mark Lacey, Vice President

Charles Carson, Treasurer

Richard Fedchenko, Director (via phone)

ABSENT

Carma Roper, Secretary

OTHERS

Brian Cotter, CEO

Chet Beedle, Financial Consultant

Scott Nave, Attorney (via phone)

Ashley McDow, Attorney (via phone)

Shannon Jimerson, CNO

Chris Marks, IT

I. CALL TO ORDER

The meeting was called to order at 4:30 pm.

Treasurer Carson moved to approve the agenda. Director Fedchenko seconded. All Approved.

Roll Call-

Richard Fedchenko "AYE"

Charles Carson "AYE"

Jaqueline Hickman "AYE"

Note: Vice President Lacey was not able to participate during the approval of the agenda due to not being present at that time.

II. BUSINESS ITEMS

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

Attorney McDow- There is a scheduled status conference in the next couple weeks. At this time, McDow is preparing the status reports. The judge will set a briefing schedule related to motion with HCCA and other related entities.

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SIHD reached a settlement agreement with one of the creditors, in the amount of 55k. SIHD should receive the monies within 30 days.

Attorney Nave- Court ordered that the tax proceeds (not including special parcel tax) be held by Inyo County, until the court makes a determination on the districts motion to cancel/terminate the contract with VI Financial and HCCA. The hearing will be on April 24th.

Why is there a delay?

Will be discussed during the Closed Session.

Note: Vice President Lacey was not able to participate during the approval of the agenda due to not being present at that time.

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 be removed from Consent and considered separately at the end of Business Items.

1. Approval of Minutes

- a. Regular Board Meeting Minutes of November 13, 2018.
- b. Special Board Meeting Minutes of December 3, 2018.
- c. Regular Board Meeting Minutes of December 18, 2018.

2. Contract Approvals/Renewals

- a. Altaware Wireless Access Contract (IT)
- b. Altaware Hardware Firewall Contract (IT)
- c. HIM/Compliance Consulting Contract (CEO)

3. Approval of Medical Staff Privileges

- a. Erica Rotondo, D.O., Clinic Provider, One Year Medical Staff Privileges

Action: Treasurer Carson moved to approve Item B. Consent Agenda, 1. Approval of Minutes, 2. Contract Approvals/Renewals and 3. Approval of Medical Staff Privileges. Director Fedchenko seconded.

Roll Call-

Richard Fedchenko "AYE"

Charles Carson "AYE"

Jaquie Hickman "AYE"

Note: Vice President Lacey was not able to participate during the approval of the consent agenda due to not being present at that time.

C. SIHD Email addresses for Board Members (Legal Counsel)

Attorney Nave stated that the Board Members have a SIHD email address set up and he encourages the board members to use the emails. All emails are public records. This is a CA Public Records Act Law. Need to make sure that the district is maintaining its public records which will include district related communications from directors.

Chris Marks, IT mentioned MDM (Mobile Device Management) is a security to allow IT to wipe account from phone or remotely wipe out the phone completely. Chris checked with Microsoft to see if we can remove the MDM.

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IT can bypass the MDM or have Admin/Board to allow wipe. Chris Marks does not suggest that the MDM be removed.

Tom Grove, security expert with Medsphere was introduced. Per Tom Grove, due to HPPA, need to have everything encrypted and MDM is needed.

Health and Human Services published a technical guidance document for cyber security practices. MDM was on the list has one the most useful in protection on devices.

Brian Cotter wanted to confirm that just the work email would be wiped out and not personal items on the phone.

Per Tom Grove, This would happen if the Board or Admin agree to wipe the whole device. We can select that just the hospital email address can be wiped from device. An individual can approve to have the whole device, if for any reason the device was lost or stolen. Tom's recommendation would be to set a policy which says that we reserve the right to do, but simply don't approve it.

Tom Grove will provide the documentations from Health and Human Services. Tom will also provide a draft policy referring to the Health and Human Services documents. Per Brian Cotter, SIHD will need a revision on the cell phone policy as well. The policies can be discussed at the next Regular Board Meeting.

Chris Marks stated that all emails from sihd.org to a sihd.org email address are already encrypted.

The Board of Directors will need to get with Chris Marks on setting their emails.

Business Item C is a discussion item only.

D. Parcel Tax Appeal Hamblin's Plumbing (Board Member)

The property is zoned commercial. Treasurer Carson spoke with Rick Jackson and they want to leave as commercial. This will be a withdrawal of the tax appeal.

Reconvened the Special Meeting at 5:12pm.

Adjourned Special Meeting and Reconvened the Regular Board Meeting at 5:42pm.

III. REPORTS

A. Financial Report

Chet Beedle, Financial Consultant reviewed the financial reports and cash flow reports that were presented at the Finance Committee meeting January 3, 2019.

Attorney McDow mentioned that SIHD reached a settlement with Premier Physicians for 55k.

B. CEO Report

Brian Cotter, CEO-Parcel Tax monies was carved out from the VI Financial loan. The district still gets the monies. The property taxes is being held by Inyo County. Parcel tax monies will be wired to SIHD in the amount of 190k, once paperwork is filled out for Inyo County.

PRIME-SIHD received a short term loan for PRIME. SIHD wired 386k to the state. SIHD will received double the monies in about 3 weeks from state. SIHD will repay the loan as soon as the funds are received.

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HIM/Compliance Consulting- now that the contract with Salley Emery has been approved by the Board, she will be working with Vicki Torix in Medical Records (16 hours per month).

Brian Cotter reviewed the graphs that were presented at the Finance committee meeting on January 3, 2019. Also review the monthly numbers.

Swing Bed License-Shannon Jimerson, CNO has been in contact with state. The application has been submitted. Due to the government shut down, there will be a delay on acceptance of the application.

Intro to Dr. Bennett Pafford. Bennett gave a brief intro to himself. Bennett is a retired Navy. Has a Master in Public Health. Bennett works with internal medicine for adults with complicated issues and over 50 years of age patients. Bennett has ideas for the clinic.

C. Medical Staff Report
Nothing to report at this time.

IV. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

LeRoy Kritz mentioned that about a year ago he asked about CNA classes. Shannon Jimerson, CNO mentioned that Gina Symons, DON for Skilled Nursing received a grant from DHCS. Jay Hinek, DSD is working on getting the certification to do class. Shannon Jimerson will keep the Board of Directors updated.

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

Vice President Lacey gave thanks to Chet Beedle, Financial Consultant and the Business Office.

Treasurer Carson is happy to hear the potential of more medical staff at the clinic.

President Hickman gave thanks to the staff and wished a Happy New Year to all. SIHD is working through the financials.

VI. CLOSED SESSION

- A.** Existing Litigation (Govt Code 54956.9): Chapter 9 Bankruptcy
- B.** Personnel Evaluation: CEO

VII. CLOSED SESSION REPORT

The Board and Legal Team discussed Item A & B under Closed Session. No action.

VIII. ADJOURNMENT

The meeting adjourned at 6:39 pm.

President of Board or Secretary

Date

01/08/2019 Regular Board Meeting Minutes

Board of Directors:

Jaqueline Hickman
President

Mark Lacey
Vice President

Carma Roper
Secretary

Charles Carson
Treasurer

Richard Fedchenko
Director

BOARD OF DIRECTORS MEETING

January 8, 2019

Southern Inyo Healthcare District



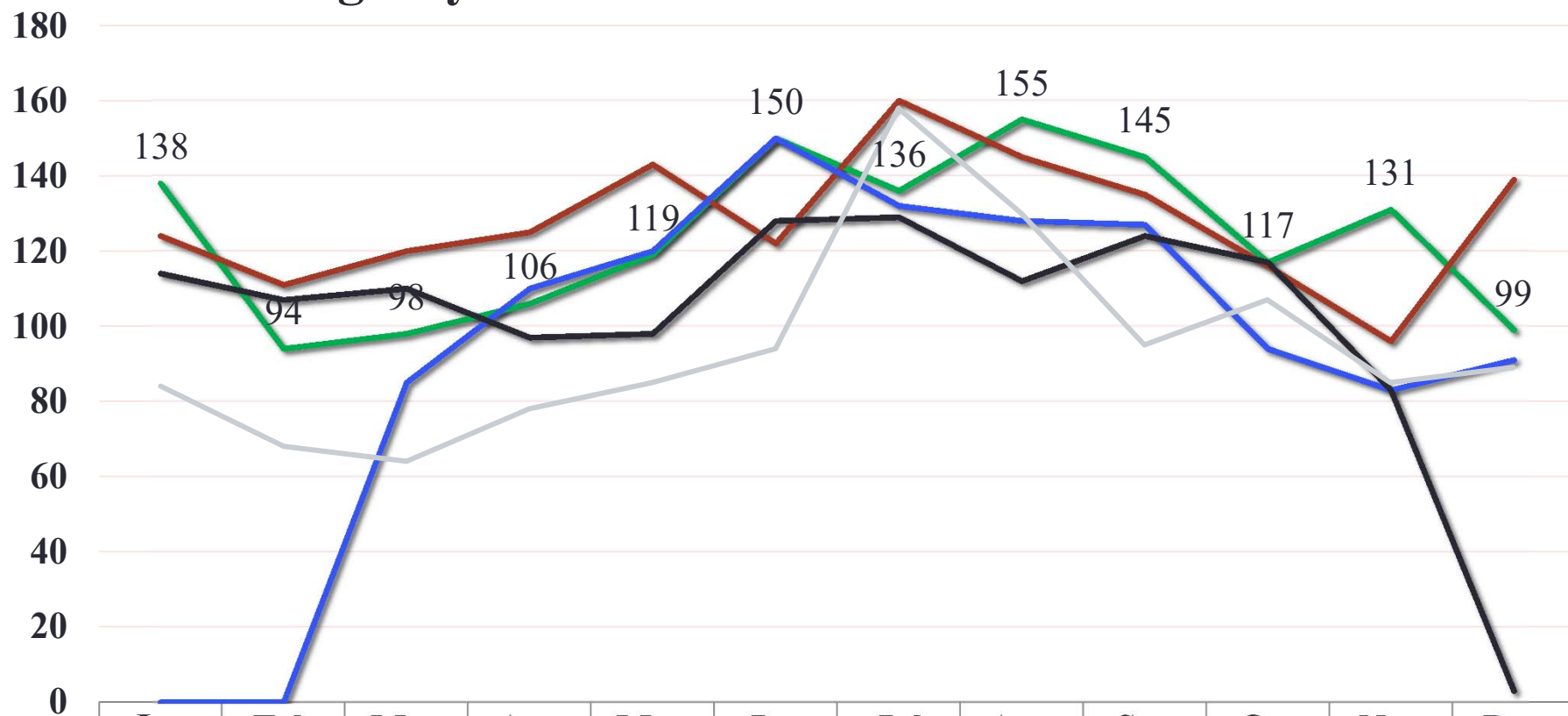
Emergency Room Volume

Average Visits Per Day

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2018	4.46	3.36	3.17	3.54	3.84	5	4.39	5	4.83	3.78	4.37	4
2017	4.4	3.9	3.8	4.2	4.6	4.1	5.2	4.7	4.5	3.7	3.2	4.49
2016	-	-	2.7	3.7	3.9	5.0	4.3	4.1	4.1	3.0	2.8	2.9
2015	3.7	3.8	3.5	3.2	3.2	4.3	4.2	3.6	4.1	3.8	2.8	0.1
2014	2.7	2.4	2.1	2.6	2.7	3.1	5.1	4.2	3.2	3.5	2.8	2.9
2013	2.9	2.4	2.5	2.2	2.8	3.3	3.4	3.0	3.3	2.0	2.3	2.1
2012	2.7	2.9	2.7	3.5	3.2	4.2	3.8	3.9	3.2	3.0	2.7	2.9



Emergency Room Volume – Visits Per Month

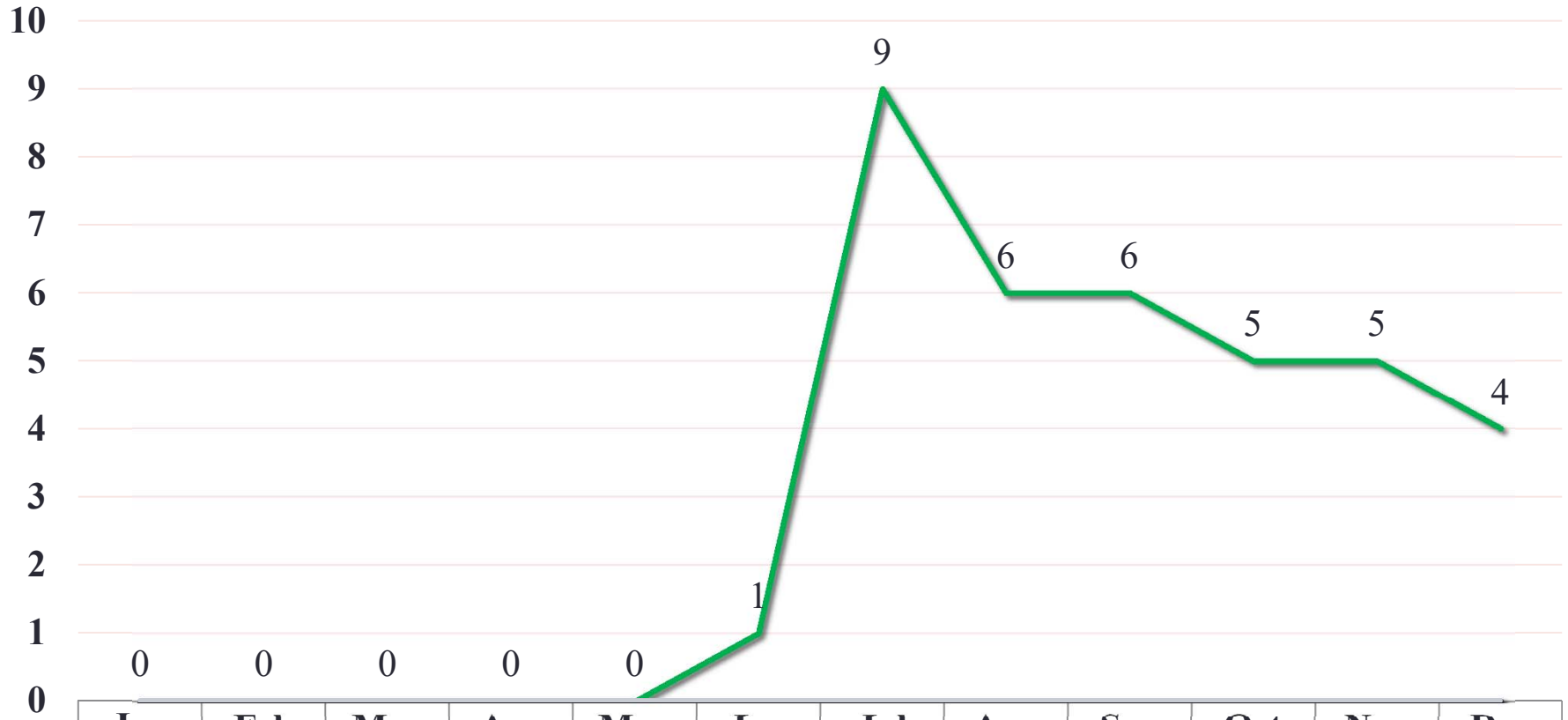


	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
—2018	138	94	98	106	119	150	136	155	145	117	131	99
—2017	124	111	120	125	143	122	160	145	135	116	96	139
—2016	-	-	85	110	120	150	132	128	127	94	83	91
—2015	114	107	110	97	98	128	129	112	124	117	83	3
—2014	84	68	64	78	85	94	158	130	95	107	85	89

—2018
 —2017
 —2016
 —2015
 —2014



Acute & Swing Room – Patients Per Month



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2018						1	9	6	6	5	5	4
2017												
2016												
2015												
2014												

— 2018
 — 2017
 — 2016
 — 2015
 — 2014



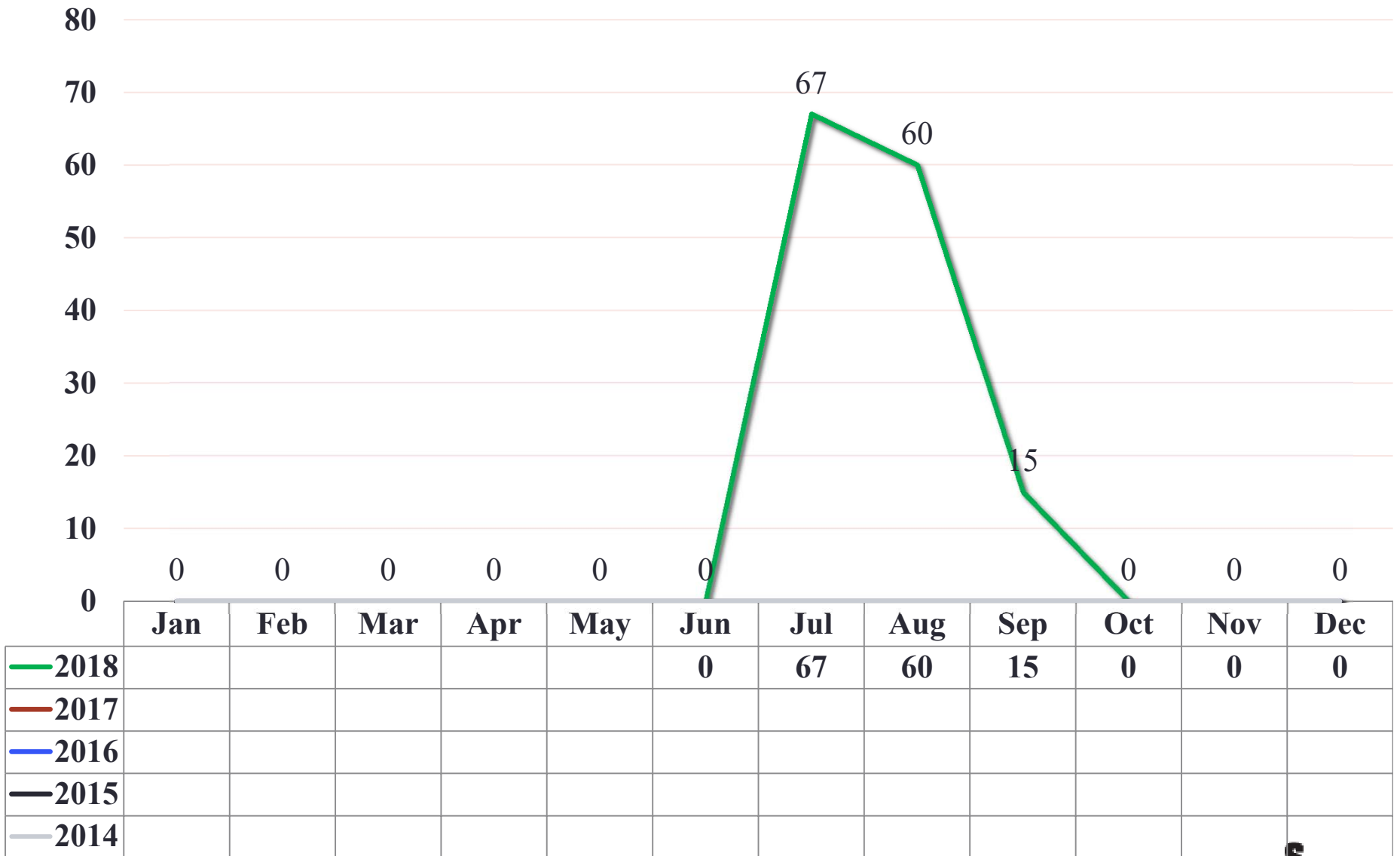
Acute Room – Total Days in Acute



— 2018
 — 2017
 — 2016
 — 2015
 — 2014



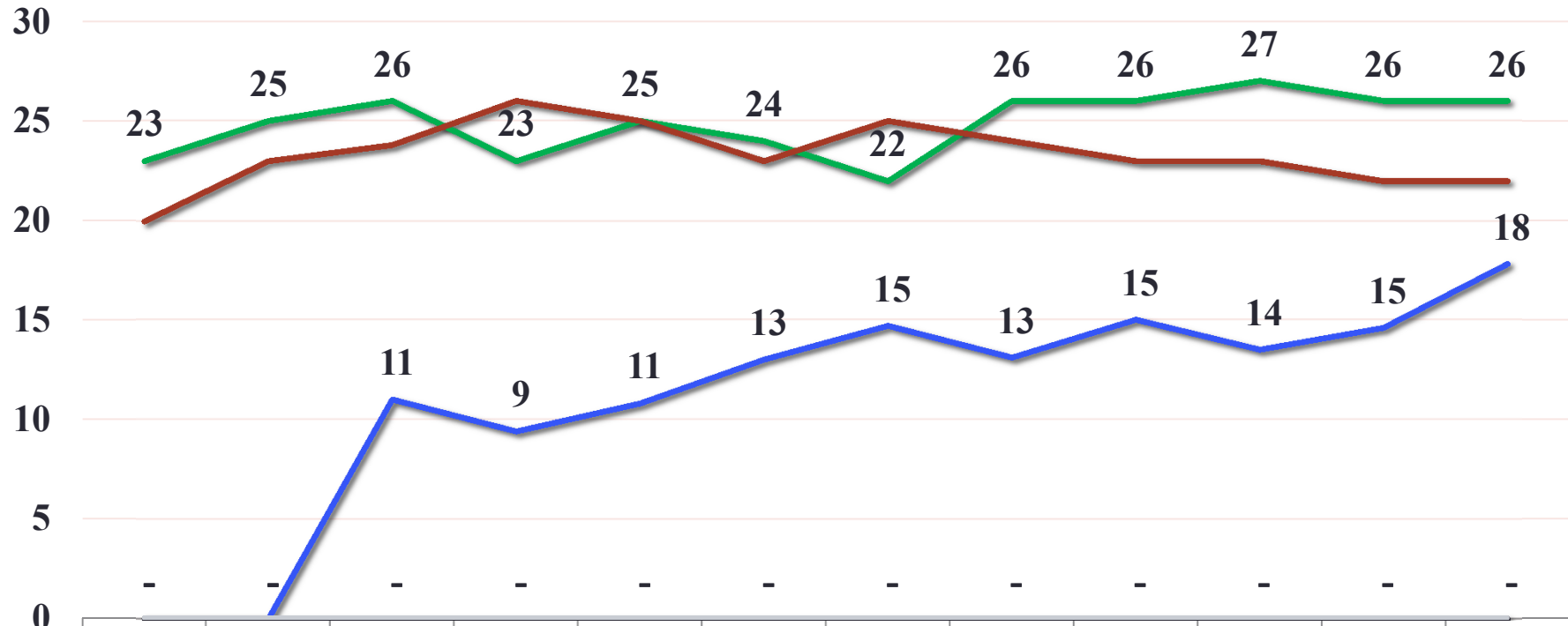
Swing Bed Room – Total Days in Swing Bed



— 2018
 — 2017
 — 2016
 — 2015
 — 2014



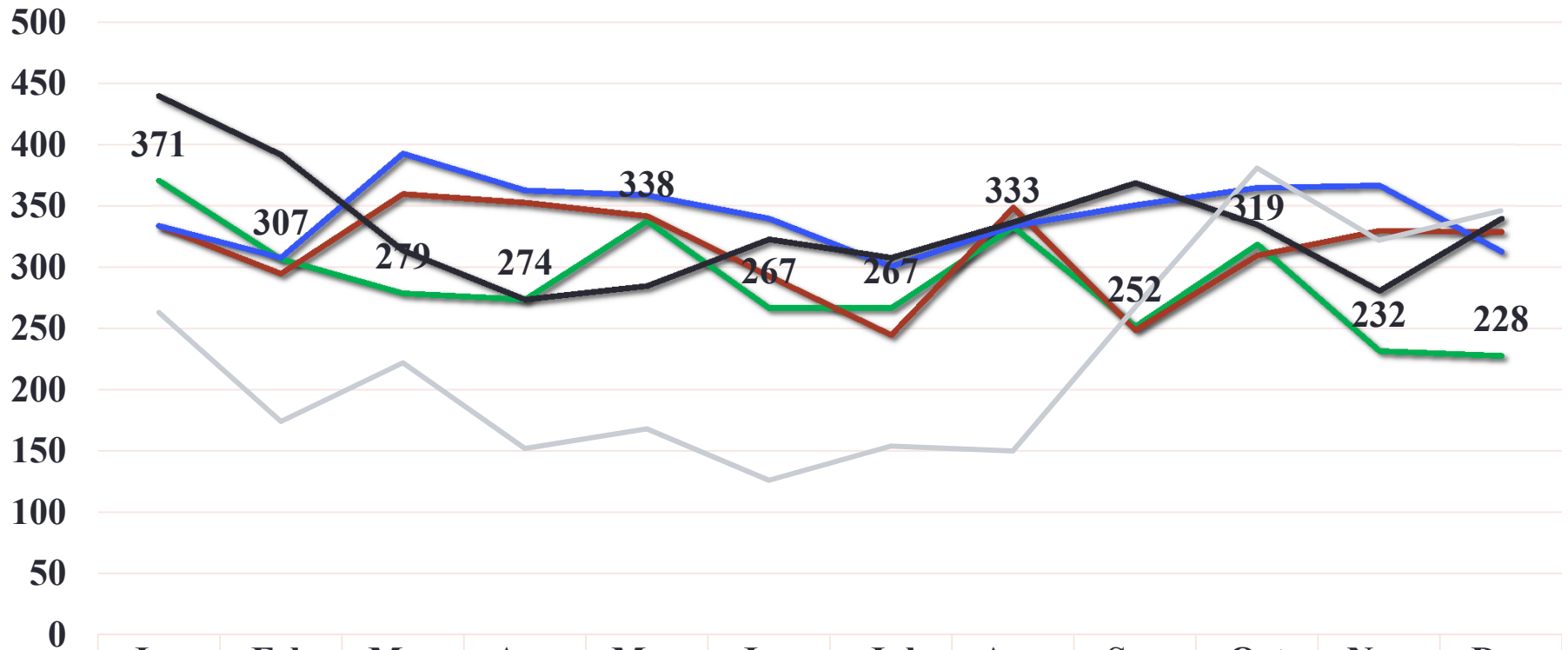
Skilled Nursing Facility Volumes – Monthly Census



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
—2018	23	25	26	23	25	24	22	26	26	27	26	26
—2017	20	23	24	26	25	23	25	24	23	23	22	22
—2016	-	-	11	9	11	13	15	13	15	14	15	18
—2015	-	-	-	-	-	-	-	-	-	-	-	-
—2014	-	-	-	-	-	-	-	-	-	-	-	-



SIHD Rural Clinic Volumes – Visits Per Month

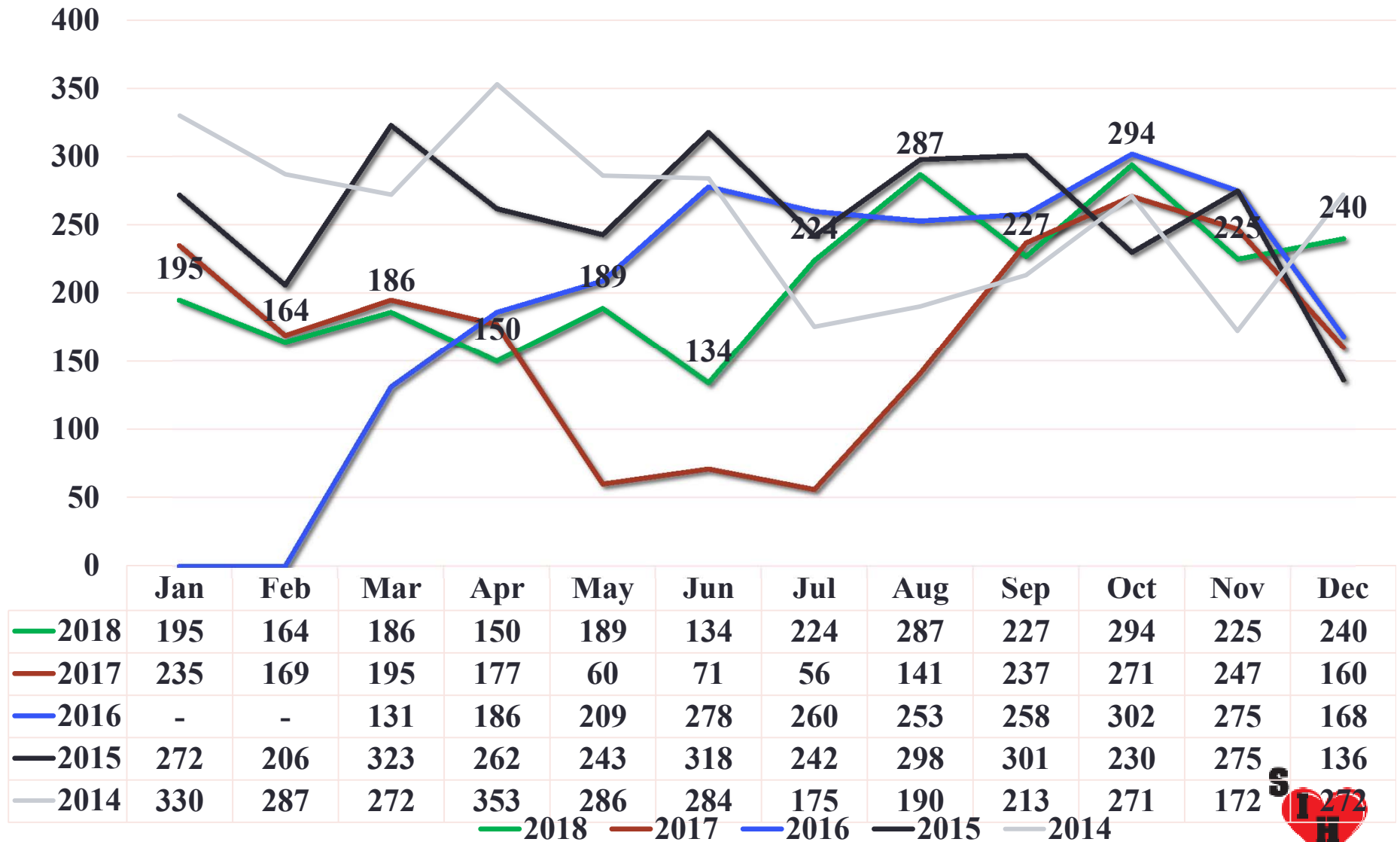


	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
—2018	371	307	279	274	338	267	267	333	252	319	232	228
—2017	334	295	360	353	342	293	245	349	249	310	330	329
—2016	334	308	393	363	359	340	301	334	351	365	367	313
—2015	440	392	314	274	285	323	308	337	369	335	281	340
—2014	263	174	222	152	168	126	154	150	267	381	322	346

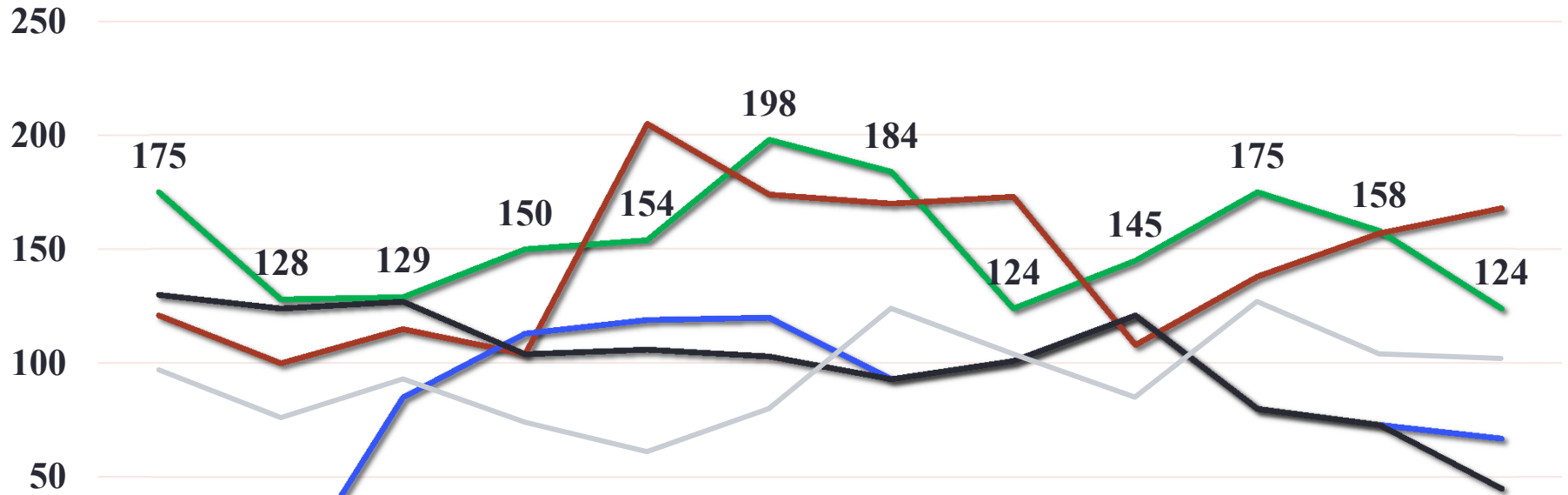
—2018 —2017 —2016 —2015 —2014



Physical Therapy Volumes



X Ray Volumes – Visits-Exams Per Month

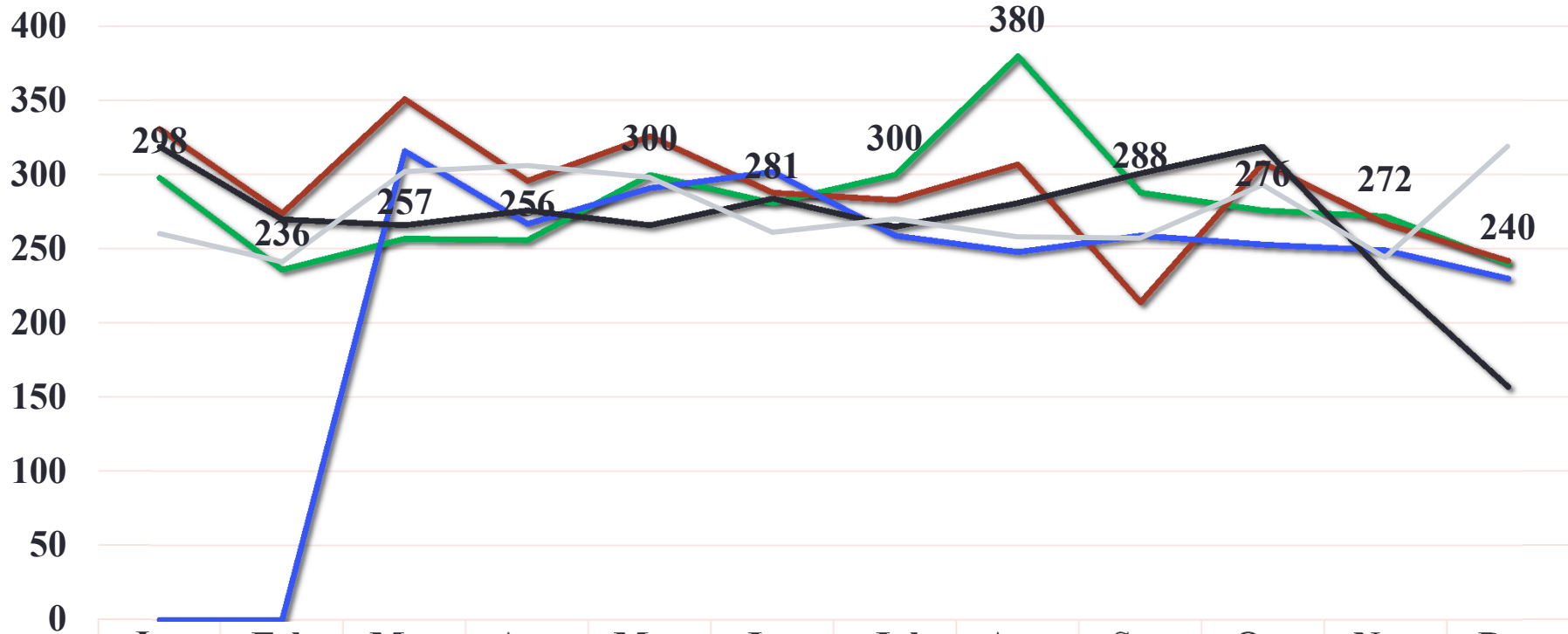


	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
—2018	175	128	129	150	154	198	184	124	145	175	158	124
—2017	121	100	115	104	205	174	170	173	108	138	157	168
—2016	-	-	85	113	119	120	93	101	121	80	73	67
—2015	130	124	127	104	106	103	93	101	121	80	73	45
—2014	97	76	93	74	61	80	124	104	85	127	104	102

—2018
 —2017
 —2016
 —2015
 —2014



Laboratory Volumes



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2018	298	236	257	256	300	281	300	380	288	276	272	240
2017	331	274	351	296	326	288	283	307	214	308	267	242
2016	-	-	316	267	291	302	259	248	259	253	249	230
2015	319	270	266	276	266	284	265	281	301	319	232	157
2014	260	241	302	306	298	261	270	258	257	293	244	319

— 2018 — 2017 — 2016 — 2015 — 2014



SOUTHERN INYO HEALTHCARE DISTRICT

EXECUTIVE FINANCIAL SUMMARY

Four Months Ended October 31, 2018

BALANCE SHEET

	10/31/2018	6/30/2018
ASSETS		
Current Assets	\$4,598,112	\$4,695,628
Assets Whose Use is Limited	13,260	22,595
Property, Plant and Equipment (Net)	66,804	(0)
Other Assets	0	0
Total Unrestricted Assets	4,678,175	4,718,224
Restricted Assets	0	0
Total Assets	\$4,678,175	\$4,718,224
LIABILITIES AND NET ASSETS		
Current Liabilities	\$4,483,209	\$4,285,809
Long-Term Debt	18,109	0
Other Long-Term Liabilities	78,217	85,069
Total Liabilities	4,579,535	4,370,878
Net Assets	98,641	347,346
Total Liabilities and Net Assets	\$4,678,175	\$4,718,224

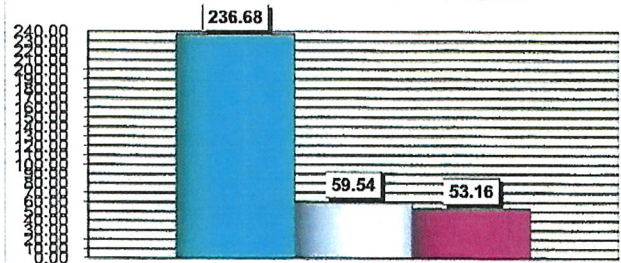
STATEMENT OF REVENUE AND EXPENSES - YTD

	ACTUAL	BUDGET
Revenue:		
Gross Patient Revenues	\$4,085,048	\$3,777,486
Deductions From Revenue	(1,219,558)	(1,916,696)
Net Patient Revenues	2,865,490	1,860,789
Other Operating Revenue	218,354	106,252
Total Operating Revenues	3,083,844	1,967,041
Expenses:		
Salaries, Benefits & Contract Labor	1,938,542	1,582,750
Purchased Services & Physician Fees	480,502	267,912
Supply Expenses	142,578	111,783
Other Operating Expenses	758,097	319,740
Bad Debt Expense	0	0
Depreciation & Interest Expense	56,909	85,900
Total Expenses	3,376,627	2,368,085
NET OPERATING SURPLUS	(292,783)	(401,043)
Non-Operating Revenue/(Expenses)	239,971	102,607
TOTAL NET SURPLUS	(\$52,812)	(\$298,436)

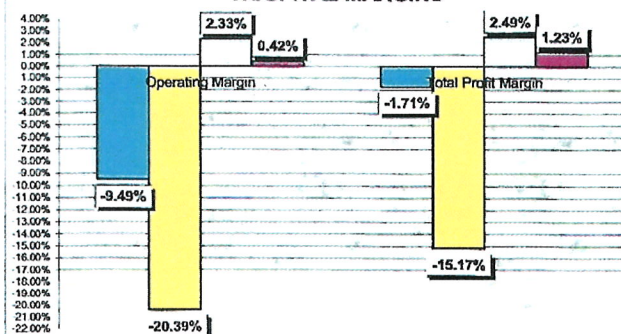
KEY STATISTICS AND RATIOS - YTD

	ACTUAL	BUDGET
Total Acute Patient Days	51	12
Average Acute Length of Stay	1.7	0.8
Total Emergency Room Visits	533	454
Outpatient Visits	1,084	1,020
Total Surgeries	0	0
Total Worked FTE's	102.11	95.20
Total Paid FTE's	111.26	113.59
Productivity Index	0.9323	1.0000
EBITDA - YTD	-8.35%	-16.97%
Current Ratio	1.03	
Days Expense in Accounts Payable	224.53	

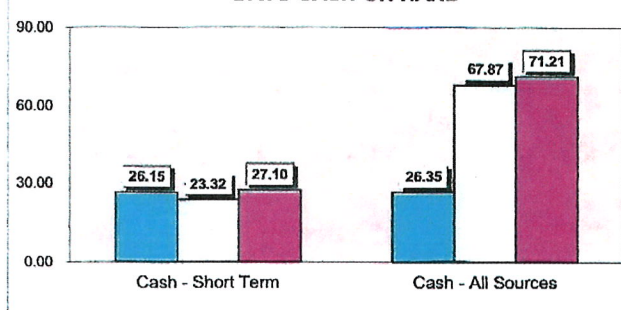
NET DAYS IN ACCOUNTS RECEIVABLE



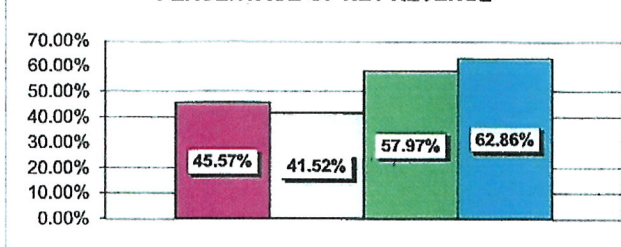
HOSPITAL MARGINS



DAYS CASH ON HAND



SALARY AND BENEFIT EXPENSE AS A PERCENTAGE OF NET REVENUE



■ SOUTHERN INYO HEALTHCARE DISTRICT	
■ Budget	10/31/18
■ California	Hospitals
■ CAH Hospitals	Rural
■ Prior Fiscal Year End	06/30/18

FINANCIAL STRENGTH INDEX - (1.75)

Excellent - Greater than 3.0	Good - 3.0 to 0.0
Fair - 0.0 to (2.0)	Poor - Less than (2.0)

Southern Inyo Healthcare District
 Monthly Cash Flow Projection FY 2019

	<i>Actual</i>	<i>Proj</i>
Month of NOV 2018	<i>Nov-18</i>	<i>Nov-18</i>
Average Daily Census		
Acute Care	1.1	0.00
Swing	0.4	0.00
SNF	23.3	0.00
Beginning Balance	759,257	729,079
Cash Receipts		
Medicare	270,827	48,061
Medi-Cal	145,299	112,550
Insurance	70,506	67,250
Managed Care	89,536	10,095
Credit Card Payments	14,913	5,509
Private Pay	30,842	26,168
Rebates & Refunds/Taxes/IGT	0	0
Miscellaneous Cash	73,237	90,949
Unapplied	0	55,324
Total Cash Received	695,159	415,907
Salaries	361,000	366,321
Professional Fees	125,512	87,291
Supplies	46,762	36,240
Other	192,063	39,855
Inyo County Treasury Repayment	0	50,000
IGT Matching/Hosp Lic.	0	0
TOTAL EXPENSE	725,337	579,707
Return of Medicare/Cal Overpayment	0	0
Investment Account	0	0
Ad Valorem Tax Reserve	0	0
Total Payments	725,337	579,707
	0	
Cash Over/(Under)	729,079	565,280
Sweep & Prop. Tax Acct	0	63
Reserve Add or Transfer	11,503	0
Medicare Overpayment Reserve	0	0
Reserve Add or Transfer	0	0
Net Cash Balance	<u>740,582</u>	<u>565,343</u>

Southern Inyo Healthcare District
Operational Cash Flow Actual w/Projections
Actual/Budget FY 2019

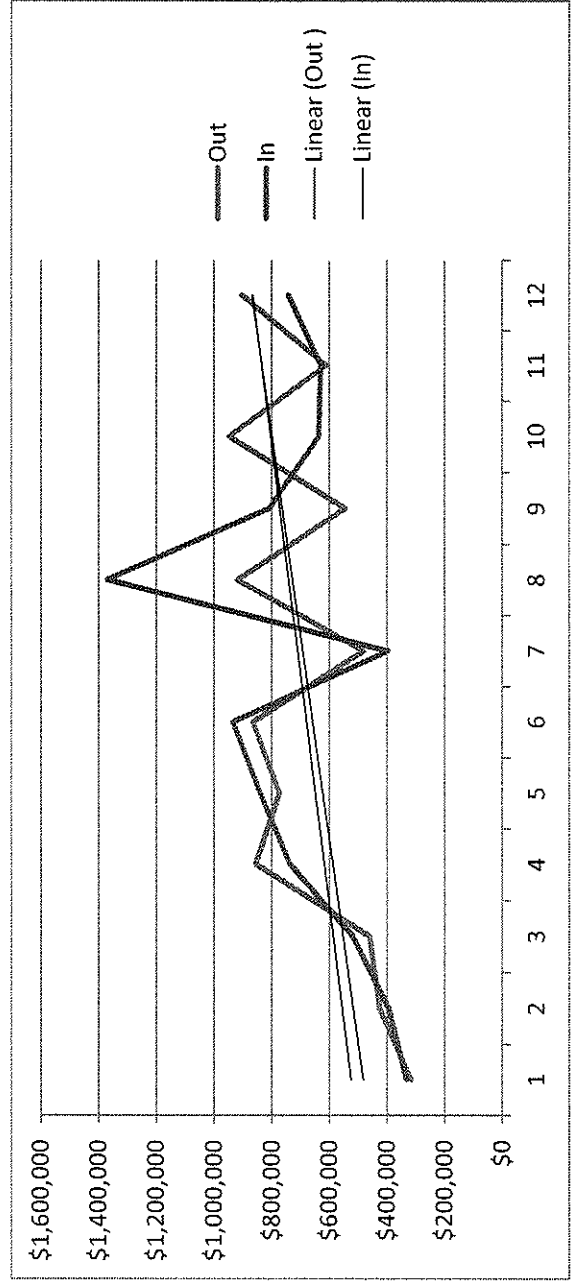
	Actual		Actual		Actual		Actual		Actual		Actual		Proj		Proj		Proj		TOTAL
	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	
Ave. Daily Census																			
Acute Care	0.7	0.3	1.4	1.1	1.1	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.39
Swing	2.5	2.1	0.4	0.4	0.4	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.48
SNF	22	26	24	23.3	23.3	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	9.88
Beginning Balance	868,725	438,309	623,316	794,602	759,257	729,079	671,150	635,970	468,468	311,739	109,039	127,668							868,725
Cash Receipts																			
Medicare	55,305	511,028	161,975	201,526	270,827	67,508	109,575	59,219	56,466	57,230	55,243	51,320							1,857,222
Medi-Cal	178,834	120,275	186,815	207,235	145,299	134,470	101,852	99,867	118,820	123,240	121,652	112,243							1,650,601
Insurance	116,252	78,020	283,633	122,590	70,506	45,731	59,191	70,664	99,552	96,325	97,320	94,121							1,213,904
Bad Debt Recovery	9,035	9,511	9,835	9,061	89,536	5,508	4,446	7,941	6,326	5,521	6,291	4,231							167,242
Credit Card Payments	3,947	10,789	19,884	18,889	14,913	3,490	9,538	9,867	5,353	4,796	4,833	5,121							111,420
Private Pay	18,061	15,216	31,555	16,610	30,842	36,943	28,537	21,892	54,017	35,740	39,420	36,240							365,072
Rebates & Refunds/Taxes/IGT	0	0	0	0	0	285,228	43,474	0	0	0	300,000	75,000							703,702
Miscellaneous Cash	375,887	56,395	850	10,355	73,237	1,099	80,900	34,773	81,572	68,320	39,240	31,258							853,885
Unapplied/Growth	83,201	888	0	0	0	51,026	52,340	53,420	54,320	58,456	67,079	55,581							476,310
Total Cash Received	840,522	802,122	674,547	586,265	695,159	631,003	489,853	357,643	476,426	449,628	731,078	465,115							7,199,360
Salaries	362,000	326,589	216,136	379,393	361,000	543,050	362,031	363,240	351,865	313,000	318,000	341,000							4,237,304
Professional Fees	93,164	84,870	90,326	102,789	125,512	86,050	87,420	85,430	120,844	89,596	86,959	99,981							1,152,942
Supplies	38,334	44,507	47,756	32,989	46,762	35,420	35,223	35,235	24,234	31,589	41,090	54,200							467,339
Other	223,205	161,149	125,458	106,439	192,063	24,412	40,359	41,240	136,212	218,143	169,098	35,112							1,472,890
Inyo County Treas Repay/Medsphere	554,235	0	0	0	0	-285,228	0	0	0	0	97,302	82,000							448,309
IGT Matching	0	0	23,584	0	0	285,228	0	0	0	0	0	0							308,812
TOTAL EXPENSE	1,270,938	617,115	503,261	621,610	725,337	688,932	525,033	525,145	633,155	652,328	712,449	612,293							8,087,595
Return of Medicare/Cal Overpmt. Investment Account	0	0	0	0	0	0	0	0	0	0	0	0							0
Total Payments	1,270,938	617,115	503,261	621,610	725,337	688,932	525,033	525,145	633,155	652,328	712,449	612,293							8,087,595
Cash Over/(Under)	438,309	623,316	794,602	759,257	729,079	671,150	635,970	468,468	311,739	109,039	127,668	(19,510)							(19,510)
Operating Reserve Property Tax Fund	0	0	167,079	17,953	0	0	0	0	0	0	0	0							0
Med Ovpmt./IGT/Grants Reserve Add or Transfer	167,079	167,079	(149,126)	(17,890)	11,503	11,503	11,503	11,503	11,503	11,503	11,503	11,503							11,503
Net Cash Balance	<u>605,388</u>	<u>790,395</u>	<u>812,555</u>	<u>759,320</u>	<u>740,582</u>	<u>682,653</u>	<u>647,473</u>	<u>479,971</u>	<u>323,242</u>	<u>120,542</u>	<u>139,171</u>	<u>(8,007)</u>							<u>(8,007)</u>

Southern Inyo Healthcare District
Operational Cash Flow Actual w/Projections
Budget 2019

	Actual	Proj												FY
	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	TOTAL	
Average Daily Census														
Acute Care	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Swing	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
SNF	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Beginning Balance	-78,791	-509,207	-341,080	-511,242	-687,121	-800,921	-858,850	-894,030	-1,061,532	-1,218,261	-1,420,961	-1,452,332	-78,791	
Cash Receipts														
Medicare	55,305	482,752	55,532	56,057	48,061	67,508	109,575	59,219	56,466	57,230	55,243	51,320	1,154,268	
Medi-Cal	178,834	97,986	122,667	108,775	112,550	134,470	101,852	99,867	118,820	123,240	121,652	112,243	1,432,955	
Insurance	116,252	112,334	109,087	98,676	67,250	45,731	59,191	70,664	99,552	96,325	97,320	94,121	1,066,503	
Bad Debt Recovery	9,035	9,511	7,268	3,258	10,095	5,508	4,446	7,941	6,326	5,521	6,291	4,231	79,431	
Credit Card Payments	3,947	7,992	4,971	2,974	5,509	3,490	9,538	9,867	5,353	4,796	4,833	5,121	68,392	
Private Pay	18,061	14,097	12,531	16,425	26,168	36,943	28,537	21,892	54,017	35,740	39,420	36,240	340,071	
Rebates & Refunds/Taxes/IGT	0	49,422	0	0	0	285,228	43,474	0	0	0	300,000	50,000	728,124	
Miscellaneous Cash	375,887	12,818	90,875	12,284	90,949	1,099	80,900	34,773	81,572	68,320	39,240	31,258	919,974	
Unapplied/Growth	83,201	888	44,817	50,000	55,324	51,026	52,340	53,420	54,320	58,456	67,079	55,581	626,451	
Total Cash Received	840,522	787,798	447,748	348,449	415,907	631,003	489,853	357,643	476,426	449,628	731,078	440,115	6,416,170	
Salaries	362,000	367,282	364,641	365,282	366,321	543,050	362,031	363,240	351,865	313,000	318,000	341,000	4,417,712	
Professional Fees	93,164	85,070	89,117	88,240	87,291	86,050	87,420	85,430	120,844	89,596	86,959	99,981	1,099,162	
Supplies	38,334	35,443	36,889	37,400	36,240	35,420	35,223	35,235	24,234	31,589	41,090	54,200	441,297	
Other	223,205	131,320	127,263	33,406	39,855	24,412	40,359	41,240	136,212	218,143	219,098	35,112	1,269,625	
Inyo County Treasury Repayment	554,235	556	0	0	0	-285,228	0	0	0	0	97,302	192,000	498,865	
IGT Matching	0	0	0	0	0	285,228	0	0	0	0	0	0	285,228	
TOTAL EXPENSE	1,270,938	619,671	617,910	524,328	529,707	688,932	525,033	525,145	633,155	652,328	762,449	662,293	8,011,889	
Return of Medicare/Cal Overpmt. Investment Account	0	0	0	0	0	0	0	0	0	0	0	0	0	
Total Payments	1,270,938	619,671	617,910	524,328	529,707	688,932	525,033	525,145	633,155	652,328	762,449	662,293	8,011,889	
Cash Over/(Under)	(509,207)	(341,080)	(511,242)	(687,121)	(800,921)	(858,850)	(894,030)	(1,061,532)	(1,218,261)	(1,420,961)	(1,452,332)	(1,674,510)	(1,674,510)	
Operating Reserve Property Tax Fund	0	0	0	0	0	0	0	0	0	0	0	0	0	
Med Ovpmt./IGT/Grants Reserve Add or Transfer	0	0	0	0	0	0	0	0	0	0	0	0	0	
Net Cash Balance	(342,128)	(174,001)	(344,163)	(520,042)	(633,842)	(691,771)	(726,951)	(894,453)	(1,051,182)	(1,253,882)	(1,285,253)	(1,507,431)	(1,507,431)	

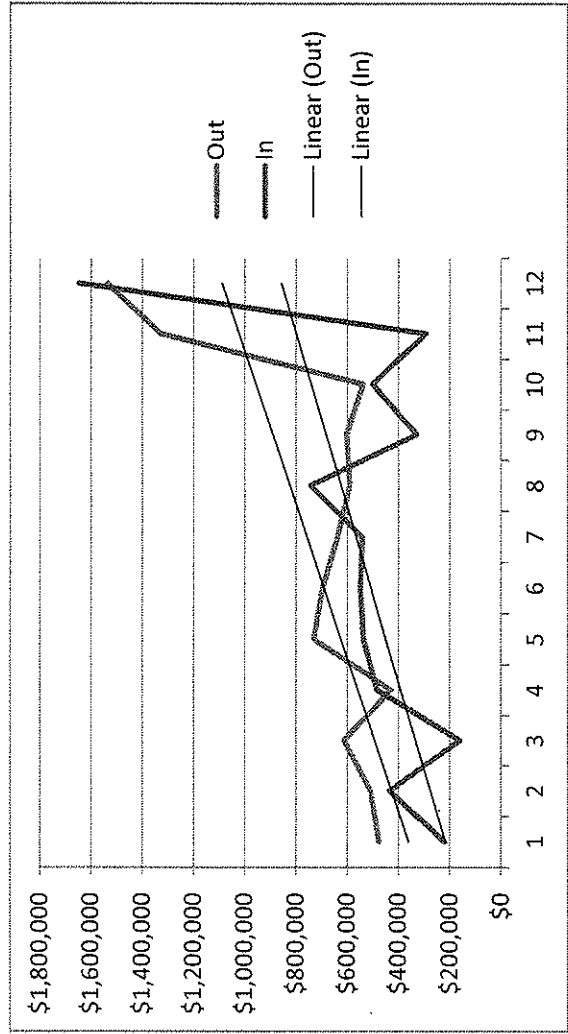
Calendar Year 2018 Revenue versus Expense from El Dorado Bank Statements

Month	Out	In	Variance
January	\$317,536	\$332,781	\$15,245
February	\$426,049	\$395,019	-\$31,030
March	\$460,422	\$519,190	\$58,768
April	\$855,654	\$738,592	-\$117,062
May	\$774,279	\$840,176	\$65,897
June	\$865,755	\$934,762	\$69,007
July	\$481,547	\$397,697	-\$83,850
August	\$919,194	\$1,369,716	\$450,522
September	\$545,545	\$809,298	\$263,753
October	\$948,227	\$637,583	-\$310,644
November	\$611,855	\$629,401	\$17,546
December	\$903,443	\$742,519	-\$160,923
Total YTD	\$8,109,506	\$8,346,734	\$237,229
Avg per month	\$675,792	\$695,561	\$19,769



Calendar Year 2017 Revenue versus Expense from El Dorado Bank Statements

Month	Out	In	Variance
January	\$476,828	\$220,057	-\$256,771
February	\$510,559	\$436,521	-\$74,038
March	\$613,992	\$161,595	-\$452,397
April	\$428,689	\$483,870	\$55,181
May	\$731,026	\$536,961	-\$194,065
June	\$697,022	\$549,697	-\$147,325
July	\$638,898	\$542,926	-\$95,972
August	\$591,725	\$743,975	\$152,250
September	\$604,046	\$329,209	-\$274,837
October	\$538,715	\$502,823	-\$35,892
November	\$1,329,108	\$292,577	-\$1,036,531
December	\$1,535,963	\$1,647,896	\$111,933
Total YTD	\$8,696,571	\$6,448,107	-\$2,248,464
Avg per month	\$724,714	\$537,342	-\$187,372



Data taken from El Dorado Savings Bank General Account CY 2017

Jan-17	
Dollars in	\$531,160
Dollars out	\$476,828
Patient related revenue	\$220,057
HCCA related revenue	\$310,000
IGT related revenue	\$0

Jun-17	
Dollars in	\$700,310
Dollars out	\$697,023
Patient related revenue	\$349,697
HCCA related revenue	\$150,000
IGT related revenue	\$200,000

November 2017	
Dollars in	\$942,577
Dollars out	\$1,329,108
Patient related revenue	\$292,577
HCCA related revenue	\$0
IGT related revenue	\$0

Feb-18	
Dollars in	\$496,521
Dollars out	\$510,559
Patient related revenue	\$316,236
HCCA related revenue	\$60,000
IGT related revenue	\$120,285

Jul-17	
Dollars in	\$572,926
Dollars out	\$638,898
Patient related revenue	\$542,926
HCCA related revenue	\$0
IGT related revenue	\$0

Dec-17	
Dollars in	\$1,647,896
Dollars out	\$1,535,963
Patient related revenue	\$321,896
HCCA related revenue	\$0
IGT related revenue	\$951,000
Other Transfers	\$375,000

Mar-17	
Dollars in	\$491,595
Dollars out	\$613,992
Patient related revenue	\$161,595
HCCA related revenue	\$330,000
IGT related revenue	\$0

Aug-17	
Dollars in	\$743,975
Dollars out	\$591,725
Patient related revenue	\$393,975
HCCA related revenue	\$0
IGT related revenue	\$350,000

Jan-18	
Dollars in	\$332,781
Dollars out	\$317,536
Patient related revenue	\$280,936
HCCA related revenue	\$0
IGT related revenue	\$0
Other Transfers	\$36,600

Apr-17	
Dollars in	\$704,870
Dollars out	\$428,689
Patient related revenue	\$186,870
HCCA related revenue	\$90,000
IGT related revenue	\$297,000

Sep-17	
Dollars in	\$579,209
Dollars out	\$604,046
Patient related revenue	\$329,209
HCCA related revenue	\$250,000
IGT related revenue	\$0

May-17	
Dollars in	\$546,961
Dollars out	\$731,027
Patient related revenue	\$356,961
HCCA related revenue	\$10,000
IGT related revenue	\$180,000

Oct-17	
Dollars in	\$820,823
Dollars out	\$538,715
Patient related revenue	\$502,823
HCCA related revenue	\$0
IGT related revenue	\$0

SOUTHERN INYO HEALTHCARE DISTRICT

Special Meeting of the Board of Directors Minutes

Date: Friday, January 25, 2019
Time: 10:00 am

Location: SIHD's Conference Room
501 E. Locust Street, Lone Pine, CA

Richard Fedchenko will be participating via phone.
1093 Shahar Ave.
Lone Pine, CA 93545

Charles Carson will be participating via phone.
538 S. Main Street
Lone Pine, CA 93545 (High School)

PRESENT

Jaque Hickman, President
Charles Carson, Treasurer
Richard Fedchenko, Director

Absent

Mark Lacey, Vice President
Carma Roper, Secretary

Others

Brian Cotter, CEO
Shannon Jimerson, CNO
Ashley McDow, Attorney
Anita Sonke, Accounts Payable

I. CALL TO ORDER

The meeting was called to order at 10:02 a.m.

Treasurer Carson moved to approve the agenda for January 25, 2019. Director Fedchenko seconded. All approved.

Roll Call

Charles Carson "AYE"
Richard Fedchenko "AYE"
Jaque Hickman "AYE"

Board of Directors:

Jaqueline Hickman
President

Mark Lacey
Vice President

Carma Roper
Secretary

Charles Carson
Treasurer

Richard Fedchenko
Director

II. BUSINESS ITEMS

A. Omnicare Contracts

1. Pharmacy Products and Services Agreement
2. Pharmacy Consultant Agreement

Scott Nave, Attorney revised and approved the presented contracts.

Director Fedchenko asked what changes will occur if the Board approves the contracts with Omnicare.

Shannon Jimerson, CNO stated that going with Omnicare would be less expensive.

Omnicare will provide a free emergency kit and free delivery.

Currently, meds are delayed. SIHD is currently using Dwayne's Pharmacy but they do not deliver. Copays will be every 30 days, instead of every 14 days. A pharmacist from Omnicare will come out once a month and count the Omnicare.

MAR's (Medication Admin Records) will also be included.

Action: Director Fedchenko moves to approve the Omnicare Contracts-Pharmacy Products and Services Agreement and Pharmacy Consultant Agreement as presented. Treasurer Carson seconded.

Roll Call

Charles Carson "AYE"

Richard Fedchenko "AYE"

Jaquie Hickman "AYE"

B. Rural Health Clinic Physician Agreement-Todd Farrer, MD

Dr. Todd Farrer is currently working in the Skilled Nursing Facility. Dr. Farrer showed interest in the Clinic. Dr. Farrer would work every other Wednesday. There is also a Dr. Klang that is interested in the alternating days of Dr. Farrer. A contract for Dr. Klang will be presented to the Board soon.

Action: Treasurer Carson moved to approve the Rural Health Clinic Physician agreement with Dr. Todd Farrer. Director Fedchenko seconded. All approved.

Roll Call

Charles Carson "AYE"

Jaquie Hickman "AYE"

Richard Fedchenko "AYE"

C. Acceptance of the Settlement Agreement by and between Southern Inyo Healthcare District and Premier Emergency Physicians of California Medical Group.

The Board needs to approve the concept/principle of the Acceptance of the Settlement Agreement between SIHD and Premier Emergency Physicians of California Medical Group.

Attorney McDow gave a brief update on the settlement agreement between SIHD and Premier Emergency Physicians of California Medical Group. This is to dismiss the complaint for avoidance of performance payments (payments made by SIHD before 90

Board of Directors:

Jaqueline Hickman
President

Mark Lacey
Vice President

Carma Roper
Secretary

Charles Carson
Treasurer

Richard Fedchenko
Director

days of filing for bankruptcy). The agreement is for approximately 55k dollars and SIHD will receive payment within 30 days.

President Hickman asked if this would remove Premier Emergency Physicians from the bankruptcy claim. In the Second Amendment Plan, Premier Emergency Physicians has an amount on the list for approximately 450k dollars.

Per President Hickman, need to confirm that as long as it is clear that their claims are withdrawn from the Chapter 9 Case# 16-10015-A9.

Action:

Treasurer Carson moved to approve the concept/principle of the Acceptance of the Settlement agreement between Southern Inyo Healthcare District and Premier Emergency Physicians of California Medical Group with the subject to clarification that Premier Emergency Physicians withdraws all claims (as discussed). Attorney McDow will report to the Board once she clarifies with Premier Emergency Physicians. If it's the case were Premier Emergency Physicians withdraws all claims, Board President or designee can execute the settlement agreement.

Director Fedchenko seconded. All approved.

Roll Call

Charles Carson "AYE"

Richard Fedchenko, "AYE"

Jaque Hickman "AYE"

III. ADJOURNMENT

The meeting adjourned at 10:41 a.m.

Board President or Secretary

Date

01/25/2019 Special Board Minutes

Board of Directors:

Jaqueline Hickman
President

Mark Lacey
Vice President

Carma Roper
Secretary

Charles Carson
Treasurer

Richard Fedchenko
Director



MAINTENANCE AGREEMENT

BILL TO:

Invoice #			
Acct #			
Purchase Order #			
Company Name	Southern Inyo Healthcare District		
Address	501 E. Locust Street		
City	Lone Pine		
State	CA	Zip	93545
Phone	760-876-2201	Fax	
Contact	Accounts Payable		

SERVICE ADDRESS:

Date	11/27/2018		
Acct #			
Purchase Order #			
Company Name	Southern Inyo Healthcare District		
Address	501 E. Locust Street		
City	Lone Pine		
State	CA	Zip	93545
Phone #	760-876-2201	Fax	
Meter Contact			

INCLUSIVE COVERAGE

- PRACTICAL** *Includes all parts, labor, service calls, mileage, and inspections (Excludes ALL consumables, drums, and toner.)*
- EXTENDED** *Includes drum, all parts, labor, service calls, mileage, and inspections (Excludes ALL toner, paper and staples.)*
- FULL COMP.** *Includes toner, drum, all parts, labor, service calls, mileage, and inspections (Excludes ALL paper and staples.)*
- NO CONTRACT** *Charge per call basis on drums, toner, all parts, labor, service calls, and mileage. (Hourly rate @ \$85.00)*

COVERED EQUIPMENT

MODEL #	SERIAL #	START METER	CONTRACTED VOLUME	MONTHLY COPY VOLUME	BASE CHARGE	OVERAGE / PER COPY CHARGE
	See Attachment			470,000	\$12,785.00	0.0180
Renewal: Y or N						
	Agreement Start Date:			TOTAL	\$12,785.00	

TSA INCLUDED* **Must have attached TSA Agreement*

MONTHLY *This maintenance plan is effective for 12 months or 24 months from the agreement start date (install date if applicable) or the contracted volume, whichever occurs first. Base charges are payable in advance with overages billed in arrears. 24 month contract will lock in the service price for 24 month period.*

QUARTERLY

SEMI-ANNUAL

ANNUAL

Special Instructions: Aggregate service contract is due upon receipt on an annual basis. Includes 470,000 copies/prints per year @ \$12,785.00. All overages billed @ 0.0180 on an annual basis.

BILLING CYCLE

Customer agrees to purchase and American Business Machines agrees to provide maintenance service for the equipment listed above, in accordance with the terms and conditions of this agreement. No terms or conditions, expressed or implied, are authorized unless they appear on the original of this agreement and are signed by the customer and an officer of American Business Machines. The additional terms and conditions of this agreement listed on the reverse side are incorporated in and made part of this agreement. No change, alteration or amendment of these terms and conditions are authorized or effective unless agreed upon in writing by an officer of American Business Machines. No course or dealing or other conduct or custom shall constitute an amendment to the terms hereof nor alter or vary the terms of this agreement.

Accepted by Customer
Accepted by American Business Machines
X
X

CUSTOMER SIGNATURE

AUTHORIZED SIGNATURE

PRINTED NAME

PRINTED NAME

TITLE

TITLE

DATE

DATE

#REF!

ABM MAINTENANCE AGREEMENT - TERMS & CONDITIONS

1. During the term of this Agreement, and for each unit of Equipment listed on the front of this document, American Business Machines (ABM) will provide, during ABM's normal business hours, without additional charge; labor, emergency service, preventative maintenance service and all replacement parts, except as noted in the terms and conditions of this agreement. This agreement does not cover: installation or de-installation of the equipment, performing electrical work external to the equipment or transportation of the equipment to another location.
2. The maintenance services provided in this Agreement shall not cover, and customer shall pay ABM's then current labor, parts and/or supplies charges for, any service calls, repairs and supplies required as a result of (a) inadequate customer operator involvement or service performed by personnel other than those of ABM, (b) causes other than normal use, customer's willful act, negligence or misuse, accident, transportation, electrical power failure, air conditioning or humidity control, or any other cause external to the equipment, (c) use of supplies (other than paper) or parts other than the supplies or parts supplied by ABM, (d) retrofits or modifications not designated by Canon U.S.A., Inc. as optional. ABM shall not be responsible for delay's in providing service due to strikes, accidents, embargoes, acts of God, or any other event beyond its control.
3. Maintenance calls under this Agreement will be made during normal business hours. Travel and labor time for service calls after normal hours, on weekends and on holidays, if and when available, will be charged at after hours rates in effect at the time the call is made.
4. Labor performed during a service call includes lubrication and cleaning of the equipment and the adjustment, repair or replacement of parts described as follows; all parts necessary to the operation of the equipment, with the exception of the parts listed below, and subject to the general scope of coverage, will be repaired or replaced free of charge during a service call included in the maintenance service provided by this Agreement. Exceptions are, but not limited to; Paper Cassettes, Document Feeder Covers and Belts and any other "Cosmetic" parts.
5. Rebuilding or major overhauls are not covered by this Agreement. In addition, when at its sole discretion, ABM determines that a reconditioning is necessary, as a result of expected wear and tear of materials and age factors caused by normal office environment usage, in order to keep the equipment in working condition, ABM will submit to customer an estimate of needed repairs and their cost, which will be in addition to the charge payable under this Agreement. If the customer does not authorize such reconditioning, ABM may discontinue service of the equipment under this Agreement or may refuse to renew this Agreement upon its expiration. Thereafter, ABM will make service available on the time and materials rates in effect at the time of service.
6. Supply inclusive plans will include all supplies, as indicated on the front of this Agreement, necessary for the operation of the equipment based on manufacturer specifications. ABM shall have the option to charge the customer the current retail price for any excessive consumption of supplies used in the equipment.
7. The initial charge for maintenance under this Agreement shall be the amount set forth on the reverse side of this Agreement. At the end of each successive twelve month period, ABM may, at its discretion, increase the cost per copy charge by a maximum of fifteen percent of the charge previously in effect.
8. ABM's obligations and warranties under this Agreement are in lieu of (a) all other warranties, express or implied, including implied warranties of merchantability and fitness for a particular purpose and (b) all other obligations or liabilities for damages, including, but not limited to, personal injury or property damage (unless caused by ABM's negligence), loss of profit or other consequential damages, arising out of or in connection with this Agreement or the maintenance services performed hereunder.
9. If the customer does not pay all charges for maintenance as provided for under this Agreement, promptly when due: (1) ABM may (a) refuse to service the equipment or (b) furnish service on a C.O.D. per call basis at the then current rate for time and materials and (2) the customer agrees to pay to ABM (a) its cost and expense of collection including reasonable attorney's fees and (b) all charges for service provided before payment of the contract on a per call basis at current rates.
10. This Agreement can be immediately cancelled by ABM upon any breach of the terms and conditions contained herein. Customer may cancel this agreement for non-performance. Customer must forward to ABM, via registered letter to the address listed on the front of this document, the specific problems with the system or other area(s) of non-performance. ABM shall have 30 days to correct the problem. If ABM has not corrected the problem within 30 days, Customer may notify us of your intent to cancel the Agreement in 30 days. Customer termination of an Agreement prior to the expiration of the contract period, for any reason other than listed above, will be billed in accordance with terms in effect on the termination date, subject to the monthly minimum charge through the last day of the termination month and the following early termination charges based on the number of full months remaining to contract expiration.

Full Months Remaining to Contract Expiration	Multiple Times Full Monthly Minimum
24 or more	12
18 - 23	10
12 - 17	9
7 - 11	8
0 - 6	Balance of Agreement

11. In the event of any litigation arising out of this Agreement, the prevailing party shall be entitled to recover reasonable attorney's fees and costs from the other.
12. This Agreement shall be governed by and construed according to the laws of the State of California. It constitutes the entire agreement between the parties and may not be modified except in writing and signed by duly authorized officers of ABM and the customer.



Southern Inyo Hospital

501 E. LOCUST ST. • P.O. BOX 1009
LONE PINE, CALIFORNIA 93545

Telephone (760) 876-5501
Fax (760) 876-4388
Admin Fax (760) 876-2268

February 12, 2019

Board of Directors
Southern Inyo Healthcare District
P.O. Box 1009
Lone Pine, CA 93545

Active Medical Staff Privileges are extended to Dr Raymond Azab, Radiologist for a period of two years, February 12, 2019 to February 12, 2021 by the Board of Directors of Southern Inyo Healthcare District, in accordance with the Medical Staff Bylaws of Southern Inyo Healthcare District.

Respectfully,

Vickie Torix
Medical Staff Secretary

Todd Farrer, COS _____

Brian Cotter, CEO _____

Jaque Hickman, President Board of Directors _____



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February 12, 2019

Board of Directors
Southern Inyo Healthcare District
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Active Medical Staff Privileges are extended to Dr Mark Beller, Radiologist for a period of two years, February 12, 2019 to February 12, 2021 by the Board of Directors of Southern Inyo Healthcare District, in accordance with the Medical Staff Bylaws of Southern Inyo Healthcare District.

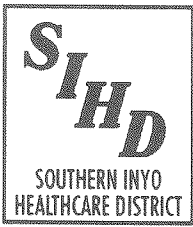
Respectfully,

Vickie Torix
Medical Staff Secretary

Todd Farrer, COS _____

Brian Cotter, CEO _____

Jaque Hickman, President Board of Directors _____



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February 12, 2019

Board of Directors
Southern Inyo Healthcare District
P.O. Box 1009
Lone Pine, CA 93545

Active Medical Staff Privileges are extended to Dr Daniel Brunengraber, Radiologist for a period of two years, February 12, 2019 to February 12, 2021 by the Board of Directors of Southern Inyo Healthcare District, in accordance with the Medical Staff Bylaws of Southern Inyo Healthcare District.

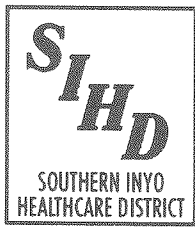
Respectfully,

Vickie Torix
Medical Staff Secretary

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February 12, 2019

Board of Directors
Southern Inyo Healthcare District
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Active Medical Staff Privileges are extended to Dr Eugene Choi, Radiologist for a period of two years, February 12, 2019 to February 12, 2021 by the Board of Directors of Southern Inyo Healthcare District, in accordance with the Medical Staff Bylaws of Southern Inyo Healthcare District.

Respectfully,

Vickie Torix
Medical Staff Secretary

Todd Farrer, COS _____

Brian Cotter, CEO _____

Jaque Hickman, President Board of Directors _____



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Southern Inyo Healthcare District
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Active Medical Staff Privileges are extended to Dr Vito Fodera, Radiologist for a period of two years, February 12, 2019 to February 12, 2021 by the Board of Directors of Southern Inyo Healthcare District, in accordance with the Medical Staff Bylaws of Southern Inyo Healthcare District.

Respectfully,

Vickie Torix
Medical Staff Secretary

Todd Farrer, COS _____

Brian Cotter, CEO _____

Jaque Hickman, President Board of Directors _____



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February 12, 2019

Board of Directors
Southern Inyo Healthcare District
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Lone Pine, CA 93545

Active Medical Staff Privileges are extended to Dr Gerald Goldstein, Radiologist for a period of two years, February 12, 2019 to February 12, 2021 by the Board of Directors of Southern Inyo Healthcare District, in accordance with the Medical Staff Bylaws of Southern Inyo Healthcare District.

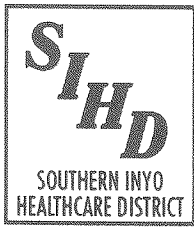
Respectfully,

Vickie Torix
Medical Staff Secretary

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Brian Cotter, CEO _____

Jaque Hickman, President Board of Directors _____



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February 12, 2019

Board of Directors
Southern Inyo Healthcare District
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Active Medical Staff Privileges are extended to Dr Kellie Greenblatt, Radiologist for a period of two years, February 12, 2019 to February 12, 2021 by the Board of Directors of Southern Inyo Healthcare District, in accordance with the Medical Staff Bylaws of Southern Inyo Healthcare District.

Respectfully,

Vickie Torix
Medical Staff Secretary

Todd Farrer, COS _____

Brian Cotter, CEO _____

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February 12, 2019

Board of Directors
Southern Inyo Healthcare District
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Active Medical Staff Privileges are extended to Dr Jennifer Hill, Radiologist for a period of two years, February 12, 2019 to February 12, 2021 by the Board of Directors of Southern Inyo Healthcare District, in accordance with the Medical Staff Bylaws of Southern Inyo Healthcare District.

Respectfully,

Vickie Torix
Medical Staff Secretary

Todd Farrer, COS _____

Brian Cotter, CEO _____

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February 12, 2019

Board of Directors
Southern Inyo Healthcare District
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Active Medical Staff Privileges are extended to Dr Khalid Javeri, Radiologist for a period of two years, February 12, 2019 to February 12, 2021 by the Board of Directors of Southern Inyo Healthcare District, in accordance with the Medical Staff Bylaws of Southern Inyo Healthcare District.

Respectfully,

Vickie Torix
Medical Staff Secretary

Todd Farrer, COS _____

Brian Cotter, CEO _____

Jaque Hickman, President Board of Directors _____



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Southern Inyo Healthcare District
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Active Medical Staff Privileges are extended to Dr Michael Klein, Radiologist for a period of two years, February 12, 2019 to February 12, 2021 by the Board of Directors of Southern Inyo Healthcare District, in accordance with the Medical Staff Bylaws of Southern Inyo Healthcare District.

Respectfully,

Vickie Torix
Medical Staff Secretary

Todd Farrer, COS _____

Brian Cotter, CEO _____

Jaque Hickman, President Board of Directors _____



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February 12, 2019

Board of Directors
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Active Medical Staff Privileges are extended to Dr Steven Kussman, Radiologist for a period of two years, February 12, 2019 to February 12, 2021 by the Board of Directors of Southern Inyo Healthcare District, in accordance with the Medical Staff Bylaws of Southern Inyo Healthcare District.

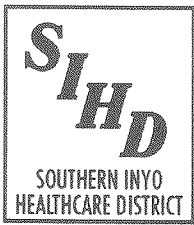
Respectfully,

Vickie Torix
Medical Staff Secretary

Todd Farrer, COS _____

Brian Cotter, CEO _____

Jaque Hickman, President Board of Directors _____



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February 12, 2019

Board of Directors
Southern Inyo Healthcare District
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Active Medical Staff Privileges are extended to Dr John Lin, Radiologist for a period of two years, February 12, 2019 to February 12, 2021 by the Board of Directors of Southern Inyo Healthcare District, in accordance with the Medical Staff Bylaws of Southern Inyo Healthcare District.

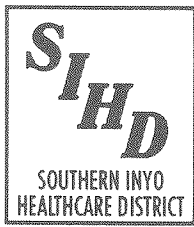
Respectfully,

Vickie Torix
Medical Staff Secretary

Todd Farrer, COS _____

Brian Cotter, CEO _____

Jaque Hickman, President Board of Directors _____



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February 12, 2019

Board of Directors
Southern Inyo Healthcare District
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Active Medical Staff Privileges are extended to Dr Gilbert Melin, Radiologist for a period of two years, February 12, 2019 to February 12, 2021 by the Board of Directors of Southern Inyo Healthcare District, in accordance with the Medical Staff Bylaws of Southern Inyo Healthcare District.

Respectfully,

Vickie Torix
Medical Staff Secretary

Todd Farrer, COS _____

Brian Cotter, CEO _____

Jaque Hickman, President Board of Directors _____



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February 12, 2019

Board of Directors
Southern Inyo Healthcare District
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Active Medical Staff Privileges are extended to Dr Sasmita Misra, Radiologist for a period of two years, February 12, 2019 to February 12, 2021 by the Board of Directors of Southern Inyo Healthcare District, in accordance with the Medical Staff Bylaws of Southern Inyo Healthcare District.

Respectfully,

Vickie Torix
Medical Staff Secretary

Todd Farrer, COS _____

Brian Cotter, CEO _____

Jaque Hickman, President Board of Directors _____



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February 12, 2019

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Southern Inyo Healthcare District
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Active Medical Staff Privileges are extended to Dr Farbod Nasser, Radiologist for a period of two years, February 12, 2019 to February 12, 2021 by the Board of Directors of Southern Inyo Healthcare District, in accordance with the Medical Staff Bylaws of Southern Inyo Healthcare District.

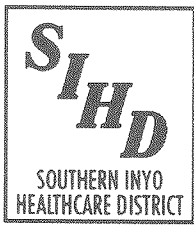
Respectfully,

Vickie Torix
Medical Staff Secretary

Todd Farrer, COS _____

Brian Cotter, CEO _____

Jaque Hickman, President Board of Directors _____



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February 12, 2019

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Active Medical Staff Privileges are extended to Dr Edward Oh, Radiologist for a period of two years, February 12, 2019 to February 12, 2021 by the Board of Directors of Southern Inyo Healthcare District, in accordance with the Medical Staff Bylaws of Southern Inyo Healthcare District.

Respectfully,

Vickie Torix
Medical Staff Secretary

Todd Farrer, COS _____

Brian Cotter, CEO _____

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February 12, 2019

Board of Directors
Southern Inyo Healthcare District
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Active Medical Staff Privileges are extended to Dr Harun Ozer, Radiologist for a period of two years, February 12, 2019 to February 12, 2021 by the Board of Directors of Southern Inyo Healthcare District, in accordance with the Medical Staff Bylaws of Southern Inyo Healthcare District.

Respectfully,

Vickie Torix
Medical Staff Secretary

Todd Farrer, COS _____

Brian Cotter, CEO _____

Jaque Hickman, President Board of Directors _____



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February 12, 2019

Board of Directors
Southern Inyo Healthcare District
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Active Medical Staff Privileges are extended to Dr Kevin Rice, Radiologist for a period of two years, February 12, 2019 to February 12, 2021 by the Board of Directors of Southern Inyo Healthcare District, in accordance with the Medical Staff Bylaws of Southern Inyo Healthcare District.

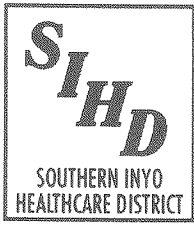
Respectfully,

Vickie Torix
Medical Staff Secretary

Todd Farrer, COS _____

Brian Cotter, CEO _____

Jaque Hickman, President Board of Directors _____



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Board of Directors
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Active Medical Staff Privileges are extended to Dr Joseph Roco, Radiologist for a period of two years, February 12, 2019 to February 12, 2021 by the Board of Directors of Southern Inyo Healthcare District, in accordance with the Medical Staff Bylaws of Southern Inyo Healthcare District.

Respectfully,

Vickie Torix
Medical Staff Secretary

Todd Farrer, COS _____

Brian Cotter, CEO _____

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February 12, 2019

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Active Medical Staff Privileges are extended to Dr Tomer Roth, Radiologist for a period of two years, February 12, 2019 to February 12, 2021 by the Board of Directors of Southern Inyo Healthcare District, in accordance with the Medical Staff Bylaws of Southern Inyo Healthcare District.

Respectfully,

Vickie Torix
Medical Staff Secretary

Todd Farrer, COS _____

Brian Cotter, CEO _____

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Active Medical Staff Privileges are extended to Dr Douglas Rusnack, Radiologist for a period of two years, February 12, 2019 to February 12, 2021 by the Board of Directors of Southern Inyo Healthcare District, in accordance with the Medical Staff Bylaws of Southern Inyo Healthcare District.

Respectfully,

Vickie Torix
Medical Staff Secretary

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P.O. Box 1009
Lone Pine, CA 93545

Active Medical Staff Privileges are extended to Dr Lori Taylor Serwatka, Radiologist for a period of two years, February 12, 2019 to February 12, 2021 by the Board of Directors of Southern Inyo Healthcare District, in accordance with the Medical Staff Bylaws of Southern Inyo Healthcare District.

Respectfully,

Vickie Torix
Medical Staff Secretary

Todd Farrer, COS _____

Brian Cotter, CEO _____

Jaque Hickman, President Board of Directors _____



Southern Inyo Hospital

501 E. LOCUST ST. • P.O. BOX 1009
LONE PINE, CALIFORNIA 93545

Telephone (760) 876-5501
Fax (760) 876-4388
Admin Fax (760) 876-2268

February 12, 2019

Board of Directors
Southern Inyo Healthcare District
P.O. Box 1009
Lone Pine, CA 93545

Active Medical Staff Privileges are extended to Dr Marcelo Spector, Radiologist for a period of two years, February 12, 2019 to February 12, 2021 by the Board of Directors of Southern Inyo Healthcare District, in accordance with the Medical Staff Bylaws of Southern Inyo Healthcare District.

Respectfully,

Vickie Torix
Medical Staff Secretary

Todd Farrer, COS _____

Brian Cotter, CEO _____

Jaque Hickman, President Board of Directors _____



Southern Inyo Hospital

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February 12, 2019

Board of Directors
Southern Inyo Healthcare District
P.O. Box 1009
Lone Pine, CA 93545

Active Medical Staff Privileges are extended to Dr Tanya Tivorsak, Radiologist for a period of two years, February 12, 2019 to February 12, 2021 by the Board of Directors of Southern Inyo Healthcare District, in accordance with the Medical Staff Bylaws of Southern Inyo Healthcare District.

Respectfully,

Vickie Torix
Medical Staff Secretary

Todd Farrer, COS _____

Brian Cotter, CEO _____

Jaque Hickman, President Board of Directors _____



Southern Inyo Hospital

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February 12, 2019

Board of Directors
Southern Inyo Healthcare District
P.O. Box 1009
Lone Pine, CA 93545

Active Medical Staff Privileges are extended to Dr Nhan Tran, Radiologist for a period of two years, February 12, 2019 to February 12, 2021 by the Board of Directors of Southern Inyo Healthcare District, in accordance with the Medical Staff Bylaws of Southern Inyo Healthcare District.

Respectfully,

Vickie Torix
Medical Staff Secretary

Todd Farrer, COS _____

Brian Cotter, CEO _____

Jaque Hickman, President Board of Directors _____



Southern Inyo Hospital

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Telephone (760) 876-5501
Fax (760) 876-4388
Admin Fax (760) 876-2268

February 12, 2019

Board of Directors
Southern Inyo Healthcare District
P.O. Box 1009
Lone Pine, CA 93545

Active Medical Staff Privileges are extended to Dr Ian Tseng, Radiologist for a period of two years, February 12, 2019 to February 12, 2021 by the Board of Directors of Southern Inyo Healthcare District, in accordance with the Medical Staff Bylaws of Southern Inyo Healthcare District.

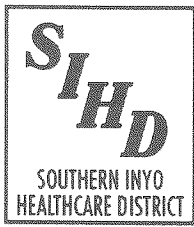
Respectfully,

Vickie Torix
Medical Staff Secretary

Todd Farrer, COS _____

Brian Cotter, CEO _____

Jaque Hickman, President Board of Directors _____



Southern Inyo Hospital

501 E. LOCUST ST. • P.O. BOX 1009
LONE PINE, CALIFORNIA 93545

Telephone (760) 876-5501
Fax (760) 876-4388
Admin Fax (760) 876-2268

February 12, 2019

Board of Directors
Southern Inyo Healthcare District
P.O. Box 1009
Lone Pine, CA 93545

Active Medical Staff Privileges are extended to Dr Brian Tzung, Radiologist for a period of two years, February 12, 2019 to February 12, 2021 by the Board of Directors of Southern Inyo Healthcare District, in accordance with the Medical Staff Bylaws of Southern Inyo Healthcare District.

Respectfully,

Vickie Torix
Medical Staff Secretary

Todd Farrer, COS _____

Brian Cotter, CEO _____

Jaque Hickman, President Board of Directors _____



Southern Inyo Hospital

501 E. LOCUST ST. • P.O. BOX 1009
LONE PINE, CALIFORNIA 93545

Telephone (760) 876-5501
Fax (760) 876-4388
Admin Fax (760) 876-2268

February 12, 2019

Board of Directors
Southern Inyo Healthcare District
P.O. Box 1009
Lone Pine, CA 93545

Active Medical Staff Privileges are extended to Dr Michael Zaghi, Radiologist for a period of two years, February 12, 2019 to February 12, 2021 by the Board of Directors of Southern Inyo Healthcare District, in accordance with the Medical Staff Bylaws of Southern Inyo Healthcare District.

Respectfully,

Vickie Torix
Medical Staff Secretary

Todd Farrer, COS _____

Brian Cotter, CEO _____

Jaque Hickman, President Board of Directors _____

TITLE: **Holidays**

DEPARTMENT: **HUMAN RESOURCES**

PAGE 1 of 1

SCOPE: All benefited employees

POLICY STATEMENT: Southern Inyo Healthcare District will grant holiday time off to all eligible employees on the holidays listed below:

- **New Year’s Day (January 1)**
- **President’s Day (Third Monday in February)**
- **Memorial Day (Last Monday in May)**
- **Independence Day (July 4)**
- **Labor Day (First Monday in September)**
- **Thanksgiving Day (Fourth Thursday in November)**
- **Christmas Day (December 25)**

POLICY: SIHD employees who are deemed essential personnel that are required to work any of the above holidays will be paid time and a half for all hours worked on that holiday.

Introductory employees are ineligible for holiday benefits and do not receive pay for holidays on which they do not work. (90 day introductory period)

PROCEDURE: On these days, the Clinic and Administrative offices will be closed. All administrative or non-essential personnel that are asked or scheduled to work on a holiday must get written approval from management justifying such need.

REFERENCES:

Essential Personnel: Essential Personnel provide services that relate directly to the health, safety, and welfare of the hospital employees and residents, ensure continuity of key operations, and maintain SIHDs properties.

APPROVAL		DATE	APPROVAL		DATE
Department/Division Manager			Interdisciplinary Team		
Unit Medical Director (if applicable)			Governing Board		
Medical Staff Committee (if applicable)			Administration		
Reviewed By:			Reviewed By:		
Reviewed By:			Reviewed By:		

SIHD#

New/Revised

File name:



MEMO

February 2, 2018

TO: All SIHD Employees

FROM: Human Resources

SUBJECT: Holiday Observance Schedule for 2018

Below is the holiday observance schedule for the 2017 calendar year. This information has been posted throughout the facility. The dates to be observed are:

Holiday	Date	Observed On
New Year's Day	January 1, 2018	January 1, 2018 (Monday)
President's Day	February 19, 2018	February 19, 2018 (Monday)
Memorial Day	May 28, 2018	May 28, 2018 (Monday)
Independence Day	July 4, 2018	July 4, 2018 (Wednesday)
Labor Day	September 3, 2018	September 3, 2018 (Monday)
Thanksgiving Day	November 22, 2018	Nov. 22, 2018 (Thursday)
Christmas Day	December 25, 2018	Dec. 25, 2018 (Tuesday)

Please be advised that on these days, the Clinic and Administrative offices will be closed. Part-time and Per Diem employees that are scheduled to work on a designated holiday shall be compensated one and one-half times the regular rate of pay. Regular full-time employees who have been employed for 90 days are eligible to use an accrued ETB (Earned Time Benefit) day for holiday pay. Employees within their first 90 days of being hired are ineligible for holiday benefits and do not receive pay for holidays on which they do not perform work.

Any questions, comments, or concerns regarding this information should be directed towards the HR department at 760-876-5501 ext. 2205.

Subject: Holidays	Reference Number: HR
Department: Human Resources	Date Written:
APPROVED BY:	Date Reviewed/ Revised:
Signature:	
Title:	Page 1 of 1

PURPOSE:

POLICY:

Southern Inyo Healthcare District will grant holiday time off to employees on the holidays listed below:

- New Year's Day (January 1)
- President's Day (Third Monday in February)
- Memorial Day (Last Monday in May)
- Independence Day (July 4)
- Labor Day (First Monday in September)
- Thanksgiving Day (Fourth Thursday in November)
- ~~Day after Thanksgiving~~ (HCCA did away with this holiday 2016)
- Christmas Day (December 25)
- ~~Floating Holiday (Employee's Birthday)~~ (HCCA did away with his holiday 2016)

On these days, the Clinic and Administrative offices will be closed. Part-time and Per Diem employees who are scheduled and required to work on a designated Holiday shall be compensated one and one-half times the regular rate of pay. Regular full-time employees who have satisfied their introductory period are eligible to use an accrued ETB day for holiday pay. Introductory employees are ineligible for holiday benefits and do not receive pay for holidays on which they do not work.

The floating holiday must be scheduled with the prior approval of the employee's supervisor however, the employee will receive their regular rate of pay for this floating holiday. (Refer to ETB for holiday accrual.)

PROCEDURE:

EXTERNAL REFERENCES:

FW: Upcoming IGTs - response required

BC

Brian Cotter

Today, 10:39 AM

Jaque Hickman <jaquehickman@yahoo.com>; +8 more

Reply all |

Jan 17 _ June 18 IGT mo...

17 KB

ATT00001.htm

434 bytes

2 attachments (17 KB) Download all

All,

SIHD has upcoming IGT's that will require financial participation on part of the District. I'd like to add this to the Finance Committee agenda so we can discuss and come up with a plan to participate.

1. **Quality Assurance IGT – Amount Due for matching - \$377,617; Date Due – March 1, 2019.**
2. **2017-18 Rate Range IGT – Amount Due for matching - \$247,387.35; Date Due – April 1, 2019**
3. **2018 –19 Rate Range IGT – Amount Due for matching – Should be in negotiations with Blue Cross & California Health & Wellness – Due Date – Yet to be determined - Likely around August 2019.**

Thanks,

Brian

Brian Cotter, RN, MBA
Chief Executive Officer
Southern Inyo Healthcare District

From: Beedle, Chet [mailto:chesterbeedle@KVHD.ORG]**Sent:** Saturday, January 26, 2019 8:09 AM**To:** Brian Cotter**Cc:** Maritza Perkins**Subject:** FW: Upcoming IGTs - response required

Brian, the following are what appears to me to be the supplemental Medi-Cal amounts and projected time frames from Sherreta's e-mail. However, I need to let you know that the projected amounts can change slightly based upon amounts redistributed due to some Hospitals not being able to fund their allocated portion. In the case of SIHD the difference, if any, will be minimal. The dates can change rather dramatically due to the fact that they are all based upon the federal government's time frame and approval process. Closures in the federal government, if there are any additional ones, can affect that time frame as well:

1. **Quality Assurance IGT – Amount Due for matching - \$377,617; Date Due – March 1, 2019.**

**Hospital Quality Assurance Fee -
District/Municipal Hospitals
January 2017 - June 2018**

Hospital			18 mos actual direct grants (est)	Total IGT	Federal Match	
BEAR VALLEY COMMUNITY HOSPITAL	DSH	CAH rural	947,185	381,782	866,410	
EASTERN PLUMAS HEALTH CARE	DSH	CAH rural	869,732	981,111	2,226,518	
HEALDSBURG DISTRICT HOSPITAL		CAH rural	1,058,990	857,531	1,946,068	
JEROLD PHELPS COMMUNITY HOSPITAL		CAH rural	90,505	143,536	325,739	
JOHN C FREMONT HEALTHCARE DIST	DSH	CAH rural	473,121	308,890	700,991	
KERN VALLEY HEALTHCARE DISTRICT	DSH	CAH rural	2,671,488	1,217,876	2,763,831	
MAMMOTH HOSPITAL		CAH rural	903,471	73,372	166,509	
MAYERS MEMORIAL HOSPITAL	DSH	CAH rural	1,006,641	1,422,562	3,228,340	
MENDOCINO COAST DISTRICT HOSPITAL		CAH rural	1,384,103	295,707	671,074	
MODOC MEDICAL CENTER	DSH	CAH rural	930,914	707,829	1,606,336	
MOUNTAINS COMMUNITY HOSPITAL	DSH	CAH rural	1,211,865	271,652	616,484	
NORTHERN INYO HOSPITAL	DSH	CAH rural	1,616,339	136,234	309,168	
PLUMAS DISTRICT HOSPITAL		CAH rural	738,781	65,896	149,544	
SENECA HEALTHCARE DISTRICT		CAH rural	360,650	256,344	581,744	
SOUTHERN INYO HOSPITAL	DSH	CAH rural	433,295	377,617	856,958	
SURPRISE VALLEY COMMUNITY HOSPITAL		CAH rural	211,428	369,577	838,712	
TAHOE FOREST HOSPITAL		CAH rural	1,319,712	855,488	1,941,432	
TRINITY GENERAL HOSPITAL	DSH	CAH rural	617,670	422,227	958,195	
HAZEL HAWKINS MEMORIAL HOSPITAL	DSH	rural	2,816,401	2,100,035	4,765,788	
LOMPOC HEALTHCARE DISTRICT	DSH	rural	1,829,228	1,764,280	4,003,831	
OAK VALLEY DISTRICT HOSPITAL	DSH	rural	2,526,706	1,858,016	4,216,555	
PALO VERDE HOSPITAL	DSH	rural	1,073,991	93,759	212,776	
SAN GORGONIO MEMORIAL HOSPITAL	DSH	rural	2,333,441	252,185	572,306	
SONOMA WEST *			191,743	204,897	464,990	
ANTELOPE VALLEY HOSPITAL MED CTR	DSH		8,121,231	3,937,540	8,935,795	
EL CAMINO HOSPITAL				1,127,671	2,559,121	
EL CENTRO REGIONAL MEDICAL CTR	DSH		2,768,750	65,896	149,544	
KAWEAH DELTA DISTRICT HOSPITAL	DSH		14,146,627	2,357,701	5,350,532	
MARIN GENERAL				1,528,957	3,469,793	
PALOMAR MEDICAL CENTER				5,111,742	11,600,511	
PIONEERS MEMORIAL HOSPITAL	DSH		3,126,704	91,742	208,198	
POMERADO HOSPITAL				3,355,922	7,615,881	
SALINAS VALLEY MEMORIAL HOSPITAL				2,198,155	4,988,460	
SIERRA VIEW DISTRICT HOSPITAL	DSH		3,695,264	2,435,202	5,526,411	
SONOMA VALLEY HOSPITAL				635,757	1,442,777	
TRI-CITY MEDICAL CENTER				3,325,051	7,545,821	
TULARE DISTRICT HOSPITAL	DSH		1,411,800	818,887	1,858,370	
WASHINGTON HOSPITAL - FREMONT				2,049,272	4,650,587	
			60,887,776	44,457,900	100,892,100	0

** Placeholder while data source determined

EL DORADO SAVINGS BANK

APPLICATION FOR VISA BUSINESS CHECK CARD

BUSINESS INFORMATION

Business Name: <i>Southern Inyo Healthcare District</i>		Fed Tax ID #: <i>95-6005456</i>
Business Contact Name and Title: <i>Brian Cotter, CEO</i>		
Business Ph: <i>760-876-5501</i>	Business Fax: <i>760-264-4292</i>	Contact's Home Ph:
Type of Business: <i>Critical Access Hospital</i>		Email: <i>bcotter@sihd.org</i>
Type Ownership: Sole Proprietorship <input type="checkbox"/> Partnership <input type="checkbox"/> Corporation <input type="checkbox"/> LLC <input type="checkbox"/> Other <input checked="" type="checkbox"/>		
Business Street Address: <i>501 E LOCUST ST.</i>		
City: <i>Lone Pine</i>	State: <i>CA</i>	Zip: <i>93545</i>
Business Mailing Address, if different: <i>PO Box 1009</i>		
City: <i>Lone Pine</i>	State: <i>CA</i>	Zip: <i>93545</i>
Please provide us with the shipping address to which you will normally have merchandise delivered that was purchased with the Visa Business Check Card:		
Street Address: <i>501 E. Locust St.</i>		
City: <i>Lone Pine</i>	State: <i>CA</i>	Zip: <i>93545</i>

AUTHORIZED CARDHOLDER INFORMATION

Please provide the following information for each person for whom a Business Check card is requested. Cards can only be issued to persons who have signing authority on the linked business deposit accounts.

(1) Card Holder Name: <i>Brian Cotter, CEO</i>		Card # <i>440443</i> <small>(bank use only)</small>
Position/Title:		
SSN:	Birth Date:	Unique Identifier:
Street Address:		City, St, Zip:
Mailing Address:		City, St, Zip:
Requested Daily Card Limits* (if different from standard \$600 cash/\$3000 purchase): Cash: Purchase:		
<small>* we will notify you if we cannot adjust your daily card limit as requested</small>		
(2) Card Holder Name: <i>Anita Sonke, AP</i>		Card # <i>440443</i> <small>(bank use only)</small>
Position/Title:		
SSN:	Birth Date:	Unique Identifier:
Street Address:		City, St, Zip:
Mailing Address:		City, St, Zip:
Requested Daily Card Limits* (if different from standard \$600 cash/\$3000 purchase): Cash: Purchase:		
<small>* we will notify you if we cannot adjust your daily card limit as requested</small>		

BUSINESS ACCOUNTS TO BE LINKED TO CARD

Business Checking Account(s):	Business Savings Account(s):
--------------------------------------	-------------------------------------

AGREEMENT

By signing this Application for the Visa Business Check Card, the undersigned, on behalf of the business identified herein (the "Business") requests one or more El Dorado Savings Bank Visa Business Check Cards. The signers certify that the information contained in this application is true and correct. The signers authorize El Dorado Savings Bank to obtain business and personal credit information, such as credit reports, at our option. Each person signing below certifies that he/she is signing on behalf of the Business and that he/she is authorized to execute this Application on behalf of the Business.

The undersigned acknowledge receipt of the El Dorado Savings Bank Visa Business Check Card Disclosure and Agreement ("Agreement"), and agree to be bound by all the terms and conditions of the Agreement. THE UNDERSIGNED REPRESENT(S) THAT THE VISA BUSINESS CHECK CARD(S) APPLIED FOR WILL BE USED FOR BUSINESS, COMMERCIAL OR SIMILAR PURPOSES AND NOT FOR PERSONAL, FAMILY OR HOUSEHOLD PURPOSES.

Required Signers – The following individuals are required to sign below (based on business type/ownership as listed above):

- **Corporation:** The President or any Vice President and one of the following: Secretary, Asst Secretary, Treasurer, CFO
- **General or Limited Partnership:** All General Partners
- **Sole Proprietorship:** The Owner
- **LLC:** All Members or Managers

Signature and Date	Printed Name and Title

Branch Approval:	Card Services:
-------------------------	-----------------------

Southern Inyo Hospital: BYOD Policy

Southern Inyo Hospital ~~grants its~~ employees ~~may use the privilege using~~ smartphones and/or tablets while on premise for personal reasons while on break or at lunch within the terms of this policy. Southern Inyo Hospital reserves the right to revoke this privilege if users do not abide by the policies and procedures outlined below.

This policy is intended to protect the security and integrity of Southern Inyo Hospital's data and technology infrastructure. Limited exceptions to the policy may occur due to variations in devices and platforms.

Employees must agree to the terms and conditions set forth in this policy in order to be able to connect their devices to the company network.

Acceptable Use

The company defines acceptable business use as activities that directly or indirectly support the business of Southern Inyo Hospital as defined in the Internet, Email, and Computer Use Policy.

Devices and Support

- Smartphones including iPhone, Android, Blackberry and Windows phones are allowed for personal use while on break or during lunch.
- Personal phones are only allowed to be used to access work-related email if approved by Administration and meet the requirements below:
 - Phone has to have a passcode set.
 - Phone has to be set to where it will lock within 1 minute of inactivity.
 - The employee understands while using their personal phone to access District email, that IT has the ability to remotely remove the District email account, and in some rare circumstances remotely wipe the phone (If deemed necessary by Administration).
- Tablets are allowed for personal use only. Tablets are not allowed to be used for work-related items.
- Personal laptop computers are permitted to be used for work-related items if the employee is granted permission from Administration to work from home and the laptop meets the requirements below:
 - Has to have the default firewall enabled.
 - Has to have an installed Antivirus/Antimalware program installed and up to date.
 - Has to have updates feature enabled and current.
 - Failure to meet all of the requirements above will block communication between the personal laptop and SIHD network infrastructure.
- Employees should contact the device manufacturer or their carrier for operating system or hardware-related issues that prevent connecting to the District network.
- Devices must be presented to IT for validation of operating system status and security tools, before they can access the network.

Data

When using a personal laptop, all SIHD related work must be done on the virtual desktop (Located on the server), or employees desktop via the Remote Desktop program. No PHI data shall be copied from the SIH virtual desktop to the personal laptop.

Reimbursement

- The company will not reimburse the employee for the cost of the device or any usage fees.

Security

- In order to prevent unauthorized access, devices must be password protected using the features of the device.
- All laptop computers accessing the hospital network must have and run current antivirus software.
- The device must lock itself with a password or PIN if it's idle for fifteen minutes (Screen timeout).
- Rooted (Android) or jailbroken (iOS) devices are strictly forbidden from accessing the network.

Risks/Liabilities/Disclaimers

- ~~While IT will take every precaution to prevent the employee's personal data from being lost in the event it must remote wipe a device, it is the employee's responsibility to take additional precautions, such as backing up email, contacts, photos, personal documents, etc.~~
- The company reserves the right to disconnect devices or disable services without notification.
- Lost or stolen devices must be reported to the IT department within 24 hours.
- The employee is expected to use his or her devices in an ethical manner at all times and adhere to the company's acceptable use policy as outlined above.
- The employee assumes full liability for risks including, but not limited to, the partial or complete loss of company and personal data due to an operating system crash, errors, bugs, viruses, malware, and/or other software or hardware failures, or programming errors that renders the device unusable.
- Southern Inyo Hospital reserves the right to take appropriate disciplinary action up to and including termination for noncompliance with this policy.

Employee (Print Name)

IT (Print Name)

Employee Signature

IT Signature

Time/ Date

Time/Date

TITLE: BYOD (Bring Your Own Device) Policy

DEPARTMENT: IT

PAGE 3 of 3

APPROVAL	DATE	APPROVAL	DATE
Department/Division Manager		Interdisciplinary Team	
Unit Medical Director (if applicable)		Governing Board	
Medical Staff Committee (if applicable)		Administration	
Reviewed By:		Reviewed By:	
Reviewed By:		Reviewed By:	

POLICY:

The use of Southern Inyo Hospital (Company) electronic systems, including computers, fax machines, and all forms of Internet/intranet access, is for company business and for authorized purposes only. Brief and occasional personal use of the electronic mail system or the Internet is acceptable as long as it is not excessive or inappropriate, occurs during personal time (lunch or other breaks), and does not result in expense or harm to the Company or otherwise violate this policy.

Use is defined as "excessive" if it interferes with normal job functions, responsiveness, or the ability to perform daily job activities. Electronic communication should not be used to solicit or sell products or services that are unrelated to the Company's business; distract, intimidate, or harass coworkers or third parties; or disrupt the workplace.

Use of Company computers, networks, and Internet access is a privilege granted by management and may be revoked at any time for inappropriate conduct carried out on such systems, including, but not limited to:

- Sending chain letters or participating in any way in the creation or transmission of unsolicited commercial e-mail ("spam") that is unrelated to legitimate Company purposes;
- Engaging in private or personal business activities, including excessive use of instant messaging and chat rooms (see below);
- Accessing networks, servers, drives, folders, or files to which the employee has not been granted access or authorization from someone with the right to make such a grant;
- Making unauthorized copies of Company files or other Company data;
- Destroying, deleting, erasing, or concealing Company files or other Company data, or otherwise making such files or data unavailable or inaccessible to the Company or to other authorized users of Company systems;
- Misrepresenting oneself or the Company;
- Violating the laws and regulations of the United States or any other nation or any state, city, province, or other local jurisdiction in any way;
- Engaging in unlawful or malicious activities;
- Deliberately propagating any virus, worm, Trojan horse, trap-door program code, or other code or file designed to disrupt, disable, impair, or otherwise harm either the Company's networks or systems or those of any other individual or entity;
- Using abusive, profane, threatening, racist, sexist, or otherwise objectionable language in either public or private messages;

- Sending, receiving, or accessing pornographic materials;
- Becoming involved in partisan politics;
- Causing congestion, disruption, disablement, alteration, or impairment of Company networks or systems;
- Maintaining, organizing, or participating in non-work-related Web logs ("blogs"), Web journals, "chat rooms", Facebook, Twitter, Tumblr, Instagram, or any private/personal/instant messaging system;
- Maintaining, organizing, or participating in non-work-related file sharing apps like google drive, OneDrive, mega upload;
- Engaging in illegal activity which involves the use of a torrent program, also known as peer-to-peer transfers;
- Failing to log off any secure, controlled-access computer or other form of electronic data system to which you are assigned, if you leave such computer or system unattended;
- Using recreational games; and/or
- Defeating or attempting to defeat security restrictions on company systems and applications.

Important exception: consistent with ~~federal~~ law, you may use the Company's electronic systems in order to discuss with other employees the terms and conditions of your and your coworkers' employment. However, any such discussions should take place during non-duty times and should not interfere with your or your coworkers' assigned duties. You must comply with a coworker's stated request to be left out of such discussions.

Using Company electronic systems to access, create, view, transmit, or receive racist, sexist, threatening, or otherwise objectionable or illegal material, defined as any visual, textual, or auditory entity, file, or data, is strictly prohibited. Such material violates the Company anti-harassment policies and subjects the responsible employee to disciplinary action. The Company's electronic mail system, Internet access, and computer systems must not be used to harm others or to violate the laws and regulations of the United States or any other nation or any state, city, province, or other local jurisdiction in any way. Use of company resources for illegal activity can lead to disciplinary action, up to and including dismissal and criminal prosecution. The Company will comply with reasonable requests from law enforcement and regulatory agencies for logs, diaries, archives, or files on individual Internet activities, e-mail use, and/or computer use.

Unless specifically granted in this policy, any non-business use of the Company's electronic systems is expressly forbidden.

If you violate these policies, you could be subject to disciplinary action, up to and including dismissal.

Ownership and Access of Electronic Mail, Internet Access, and Computer Files; No Expectation of Privacy

The Company owns the rights to all data and files in any computer, network, or other information system used in the Company and to all data and files sent or received using any company system or using the Company's access to any computer network, to the extent that such rights are not superseded by applicable laws relating to intellectual property. The Company also reserves the right to monitor electronic mail messages (including personal/private/instant messaging systems) and their content, as well as any and all use by employees of the Internet and of computer equipment used to create, view, or access e-mail and Internet content. Employees must be aware that the electronic mail messages sent and received using Company equipment or Company-provided Internet access, including web-based messaging systems used with such systems or access, are not private and are subject to viewing, downloading, inspection, release, and archiving by Company officials at all times. The Company has the right to inspect any and all files stored in private areas of the network or on individual computers or storage media in order to assure compliance with Company policies and state and federal laws. No employee may access another employee's computer, computer files, or electronic mail messages without prior authorization from either the employee or an appropriate Company official.

The Company uses software in its electronic information systems that allows monitoring by authorized personnel and that creates and stores copies of any messages, files, or other information that is entered into, received by, sent, or viewed on such systems. There is no expectation of privacy in any information or activity conducted, sent, performed, or viewed on or with Company equipment or Internet access. Accordingly, employees should assume that whatever they do, type, enter, send, receive, and view on Company electronic information systems is electronically stored and subject to inspection, monitoring, evaluation, and Company use at any time. Further, employees who use Company systems and Internet access to send or receive files or other data that would otherwise be subject to any kind of confidentiality or disclosure privilege thereby waive whatever right they may have to assert such confidentiality or privilege from disclosure. Employees who wish to maintain their right to confidentiality or a disclosure privilege must send or receive such information using some means other than Company systems or the company-provided Internet access.

The Company has licensed the use of certain commercial software application programs for business purposes. Third parties retain the ownership and distribution rights to such software. No employee may create, use, or distribute copies of such software that are not in compliance with the license agreements for the software. Violation of this policy can lead to disciplinary action, up to and including dismissal.

Confidentiality of Electronic Mail

As noted above, electronic mail is subject at all times to monitoring, and the release of specific information is subject to applicable state and federal laws and Company rules, policies, and procedures on confidentiality. Existing rules, policies, and procedures governing the sharing of confidential information also apply to the sharing of information via commercial software. Since there is the possibility that any message could be shared with or without your permission or knowledge, the best rule to follow in the use of electronic mail for non-work-related information is to decide if you would post the information on the office bulletin board with your signature.

It is a violation of Company policy for any employee, including system administrators and supervisors, to access electronic mail and computer systems files to satisfy curiosity about the affairs of others, unless such access is directly related to that employee's job duties. Employees found to have engaged in such activities will be subject to disciplinary action.

Electronic Mail Tampering

Electronic mail messages received should not be altered without the sender's permission; nor should electronic mail be altered and forwarded to another user and/or unauthorized attachments be placed on another's electronic mail message.

Policy Statement for Internet/Intranet Browser(s)

The Internet is to be used to further the Company's mission, to provide effective service of the highest quality to the Company's customers and staff, and to support other direct job-related purposes. Supervisors should work with employees to determine the appropriateness of using the Internet for professional activities and career development. The various modes of Internet/Intranet access are Company resources and are provided as business tools to employees who may use them for research, professional development, and work-related communications. Limited personal use of Internet resources is a special exception to the general prohibition against the personal use of computer equipment and software.

Employees are individually liable for any and all damages incurred as a result of violating company security policy, copyright, and licensing agreements.

All Company policies and procedures apply to employees' conduct on the Internet, especially, but not exclusively, relating to: intellectual property, confidentiality, company information dissemination, standards of conduct, misuse of company resources, anti-harassment, and information and data security.

Personal Electronic Equipment

The Company prohibits the use in the workplace of any type of camera phone, cell phone camera, digital camera, video camera, or other form of recording device to record the image or other personal information of another person, if such use would constitute a violation of a civil or criminal statute that protects the person's right to be free from harassment or from invasion of the person's right to privacy. Employees may take pictures and make recordings during non-working time in a way that does not violate such civil or criminal statutes. The Company reserves the right to report any illegal use of such devices to appropriate law enforcement authorities. Employees are permitted to use personal cell phones for work-related activity which includes calling and texting non-Protected Health Information (PHI). Employees are prohibited to text PHI under any circumstances.

Due to the significant risk of harm to the company's electronic resources, or loss of data, from any unauthorized access that causes data loss or disruption, employees should not bring personal computers or data storage devices (such as floppy disks, CDs/DVDs, external hard drives, USB / flash drives, "smart" phones, iPods/iPads/iTouch or similar devices, laptops or other mobile computing devices, or other data storage media) to the workplace and connect them to Company electronic systems unless expressly permitted to do so by the Company and has read and signed the BYOD (Bring your own device) policy. To minimize the risk of unauthorized copying of confidential company business records and proprietary information that is not available to the general public, any employee connecting a personal computing device, data storage device, or image-recording device to Company networks or information systems thereby gives permission to the Company to inspect the personal computer, data storage device, or image-recording device at any time with personnel and/or electronic resources of the Company's choosing and to analyze any files, other data, or data storage devices or media that may be within or connectable to the data-storage device in question in order to ensure that confidential company business records and proprietary information have not been taken without authorization. Employees who do not wish such inspections to be done on their personal computers, data storage devices, or imaging devices should not connect them to Company computers or networks.

Employees that are approved by Administration are allowed to receive Company email on their personal devices. The personal device will be configured with a password, and the device shall lock the screen after 1 minute of inactivity. The employee also agrees that ~~if they leave abruptly or on poor terms, that their personal device may be wiped remotely to remove any~~ work-related emails/files ~~that~~ the employee may have saved may be wiped remotely if approved by District administration and legal counsel.

Violation of this policy, or failure to permit an inspection of any device under the circumstances covered by this policy, shall result in disciplinary action, up to and possibly including immediate termination of employment, depending upon the severity and repeat nature of the offense. In addition, the employee may

TITLE: INTERNET, E-MAIL, AND COMPUTER USE POLICY

DEPARTMENT: IT

PAGE 6 of 6

face both civil and criminal liability from the Company, from law enforcement officials, or from individuals whose rights are harmed by the violation.

APPROVAL	DATE	APPROVAL	DATE
Department/Division Manager		Interdisciplinary Team	
Unit Medical Director (if applicable)		Governing Board	
Medical Staff Committee (if applicable)		Administration	
Reviewed By:		Reviewed By:	
Reviewed By:		Reviewed By:	

SOUTHERN INYO HEALTHCARE DISTRICT

EXECUTIVE FINANCIAL SUMMARY

Five Months Ended November 30, 2018

BALANCE SHEET

	11/30/2018	6/30/2018
ASSETS		
Current Assets	\$4,801,176	\$4,695,628
Assets Whose Use is Limited	19,340	22,595
Property, Plant and Equipment (Net)	62,628	(0)
Other Assets	0	0
Total Unrestricted Assets	4,883,145	4,718,224
Restricted Assets	0	0
Total Assets	\$4,883,145	\$4,718,224
LIABILITIES AND NET ASSETS		
Current Liabilities	\$4,485,396	\$4,285,809
Long-Term Debt	17,241	0
Other Long-Term Liabilities	78,217	85,069
Total Liabilities	4,580,854	4,370,878
Net Assets	302,290	347,346
Total Liabilities and Net Assets	\$4,883,144	\$4,718,224

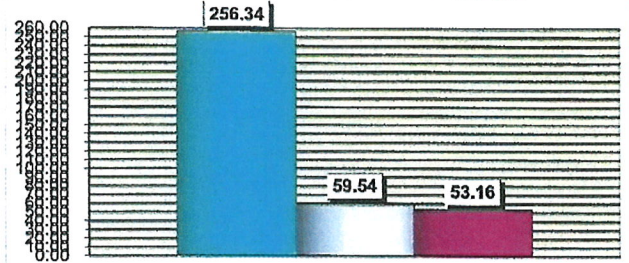
STATEMENT OF REVENUE AND EXPENSES - YTD

	ACTUAL	BUDGET
Revenue:		
Gross Patient Revenues	\$5,016,788	\$4,598,775
Deductions From Revenue	(1,515,898)	(2,333,418)
Net Patient Revenues	3,500,890	2,265,356
Other Operating Revenue	236,521	117,508
Total Operating Revenues	3,737,411	2,382,865
Expenses:		
Salaries, Benefits & Contract Labor	2,566,437	1,927,603
Purchased Services & Physician Fees	557,702	340,463
Supply Expenses	181,637	155,160
Other Operating Expenses	843,982	399,198
Bad Debt Expense	0	0
Depreciation & Interest Expense	57,188	97,020
Total Expenses	4,206,945	2,919,444
NET OPERATING SURPLUS	(469,533)	(536,580)
Non-Operating Revenue/(Expenses)	298,707	127,371
TOTAL NET SURPLUS	(\$170,826)	(\$409,208)

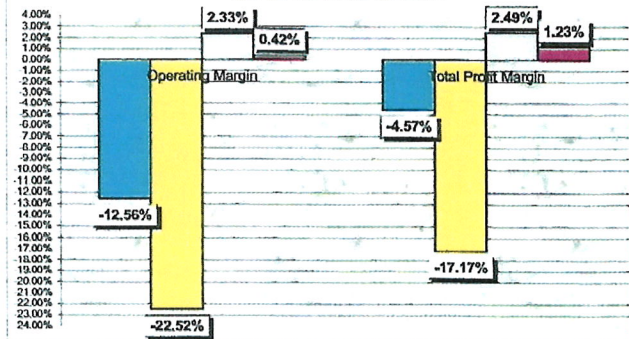
KEY STATISTICS AND RATIOS - YTD

	ACTUAL	BUDGET
Total Acute Patient Days	71	16
Average Acute Length of Stay	2.1	0.9
Total Emergency Room Visits	533	454
Outpatient Visits	1,359	1,275
Total Surgeries	0	0
Total Worked FTE's	102.11	95.20
Total Paid FTE's	105.42	106.80
Productivity Index	0.9323	1.0000
EBITDA - YTD	-11.75%	-19.40%
Current Ratio	1.07	
Days Expense in Accounts Payable	215.82	

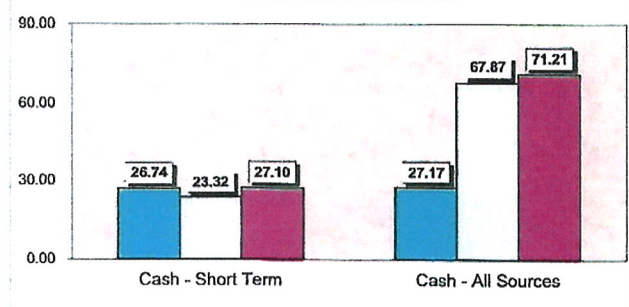
NET DAYS IN ACCOUNTS RECEIVABLE



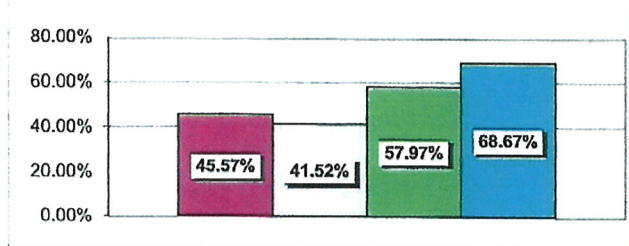
HOSPITAL MARGINS



DAYS CASH ON HAND



SALARY AND BENEFIT EXPENSE AS A PERCENTAGE OF NET REVENUE



■ SOUTHERN INYO HEALTHCARE DISTRICT	
Budget	11/30/18
California	Hospitals
CAH Hospitals	Rural
Prior Fiscal Year End	06/30/18

FINANCIAL STRENGTH INDEX - (2.25)	
Excellent - Greater than 3.0	Good - 3.0 to 0.0
Fair - 0.0 to (2.0)	Poor - Less than (2.0)

Southern Inyo Healthcare District
 Operational Cash Flow Actual w/Projections
 Actual/Budget FY 2019

	Actual Jul-18	Actual Aug-18	Actual Sep-18	Actual Oct-18	Actual Nov-18	Actual Dec-18	Actual Jan-19	Proj Feb-19	Proj Mar-19	Proj Apr-19	Proj May-19	Proj Jun-19	FY TOTAL
Ave. Daily Census													
Acute Care	0.7	0.3	1.4	1.1	1.1	0.7	0.4	0.00	0.00	0.00	0.00	0.00	0.49
Swing	2.5	2.1	0.4	0.4	0.4	0.0	0.0	0.00	0.00	0.00	0.00	0.00	0.48
SNF	22	26	24	23.3	23.3	26.5	26.3	0.00	0.00	0.00	0.00	0.00	14.29
Beginning Balance	868,725	438,309	623,316	794,602	759,257	729,079	729,067	882,650	715,148	558,419	355,719	374,348	374,348
Cash Receipts													
Medicare	55,305	511,028	161,975	201,526	270,827	380,334	182,702	59,219	56,466	57,230	56,243	51,320	2,043,175
Medi-Cal	178,834	120,275	186,815	207,235	145,299	166,803	122,648	99,887	118,820	123,240	121,652	112,243	1,703,731
Insurance	116,252	78,020	263,633	122,590	70,506	40,380	44,151	70,664	99,552	96,325	97,320	94,121	1,193,513
Bad Debt Recovery	9,035	9,511	9,835	9,061	89,536	62,089	75,203	7,941	6,326	5,521	4,796	6,291	294,580
Credit Card Payments	3,947	10,789	19,894	18,889	14,913	6,597	3,617	9,867	5,353	4,796	4,833	4,231	108,607
Private Pay	18,061	15,216	31,555	16,610	30,842	61,122	55,740	21,882	54,017	35,740	39,420	38,240	416,454
Rebates & Refunds/Taxes/IGT	0	0	0	0	0	0	773,756	0	0	0	300,000	75,000	1,148,756
Miscellaneous Cash	375,887	56,395	850	10,355	73,237	7,466	42,351	34,773	81,572	68,320	39,240	31,258	821,703
Unapplied/Growth	83,201	888	0	0	0	0	0	53,420	54,320	58,456	67,079	55,581	372,944
Total Cash Received	840,522	802,122	674,547	586,265	695,159	724,791	1,300,168	357,643	476,426	449,628	731,078	465,115	8,103,463
Salaries	362,000	326,589	216,136	379,393	361,000	519,984	417,488	363,240	351,865	313,000	318,000	341,000	4,269,695
Professional Fees	93,164	84,870	90,326	102,789	125,512	147,369	128,349	85,430	120,844	89,596	86,959	99,981	1,255,190
Supplies	38,334	44,507	47,756	32,989	46,762	43,859	53,897	35,235	24,234	31,589	41,090	54,200	494,451
Other	223,205	161,149	125,458	106,439	192,053	13,591	159,899	41,240	136,212	218,143	169,098	35,112	1,581,608
Inyo County Treas Repay/Medisphere	554,235	0	0	0	0	0	388,953	0	0	0	97,302	82,000	1,120,490
IGT Matching	0	0	23,584	0	0	0	0	0	0	0	0	0	23,584
TOTAL EXPENSE	1,270,938	617,115	503,261	621,610	725,337	724,803	1,146,585	525,145	633,155	652,328	712,449	612,293	8,745,018
Return of Medicare/Cal Overpmt.	0	0	0	0	0	0	0	0	0	0	0	0	0
Investment Account	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Payments	1,270,938	617,115	503,261	621,610	725,337	724,803	1,146,585	525,145	633,155	652,328	712,449	612,293	8,745,018
Cash Over/(Under)	438,309	623,316	794,602	759,257	729,079	729,067	882,650	715,148	558,419	355,719	374,348	227,170	227,170
Operating Reserve	0	0	167,079	17,953	0	0	0	0	0	0	0	0	0
Property Tax Fund	167,079	167,079	(149,126)	(17,890)	11,503	5,367	10,193	10,193	10,193	10,193	10,193	10,193	10,193
Med Overpmt./IGT/Grants	0	0	0	0	0	0	0	0	0	0	0	0	0
Reserve Add or Transfer	0	0	0	0	0	0	0	0	0	0	0	0	-
Net Cash Balance	605,388	790,395	812,555	759,320	740,582	734,435	892,843	725,341	568,612	365,912	384,541	237,363	237,363

BOARD OF DIRECTORS MEETING

February 12, 2019

Southern Inyo Healthcare District



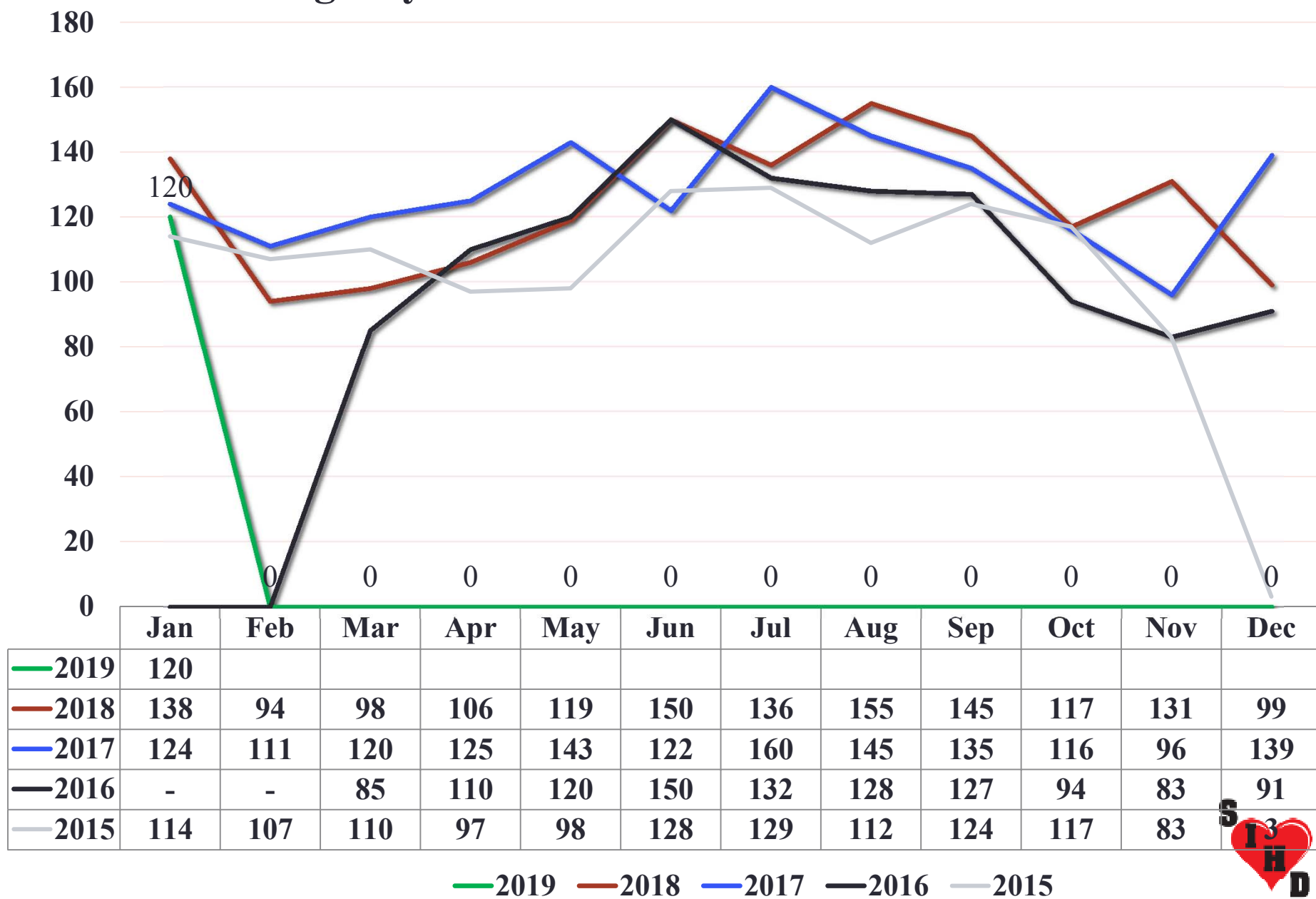
Emergency Room Volume

Average Visits Per Day

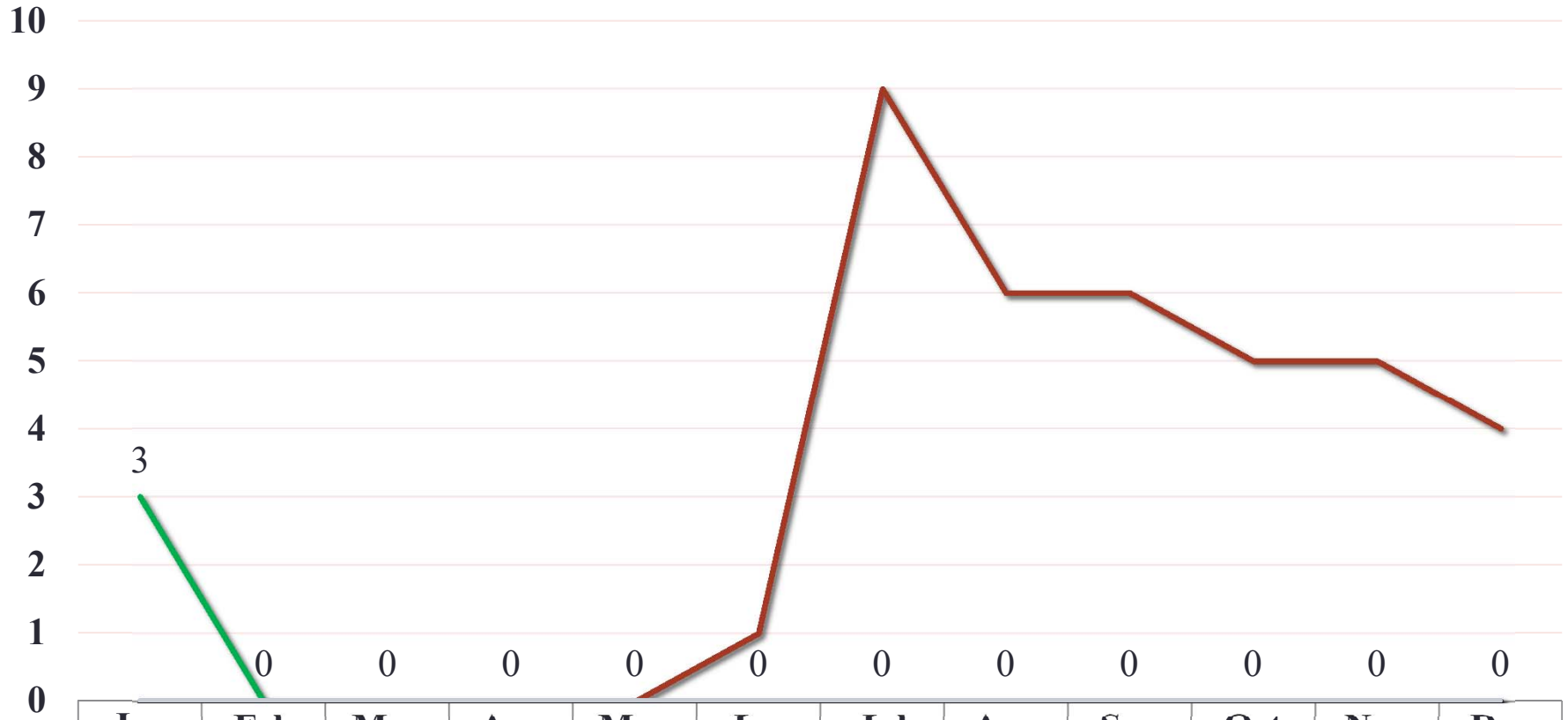
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2019	3.87											
2018	4.46	3.36	3.17	3.54	3.84	5	4.39	5	4.83	3.78	4.37	4
2017	4.4	3.9	3.8	4.2	4.6	4.1	5.2	4.7	4.5	3.7	3.2	4.49
2016	-	-	2.7	3.7	3.9	5.0	4.3	4.1	4.1	3.0	2.8	2.9
2015	3.7	3.8	3.5	3.2	3.2	4.3	4.2	3.6	4.1	3.8	2.8	0.1
2014	2.7	2.4	2.1	2.6	2.7	3.1	5.1	4.2	3.2	3.5	2.8	2.9
2013	2.9	2.4	2.5	2.2	2.8	3.3	3.4	3.0	3.3	2.0	2.3	2.1
2012	2.7	2.9	2.7	3.5	3.2	4.2	3.8	3.9	3.2	3.0	2.7	2.9



Emergency Room Volume – Visits Per Month



Acute & Swing Room – Patients Per Month

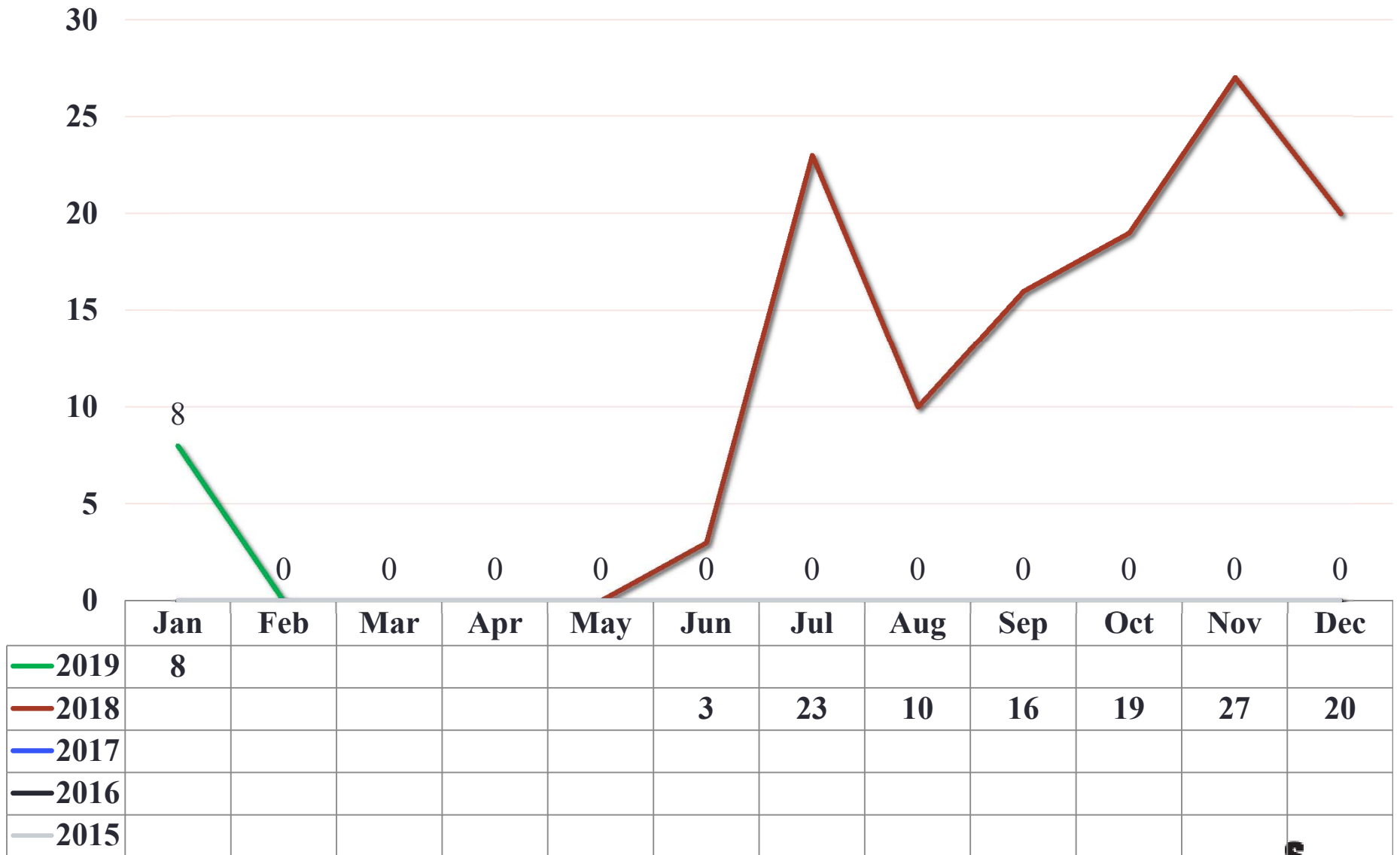


	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2019	3											
2018						1	9	6	6	5	5	4
2017												
2016												
2015												

— 2019
 — 2018
 — 2017
 — 2016
 — 2015



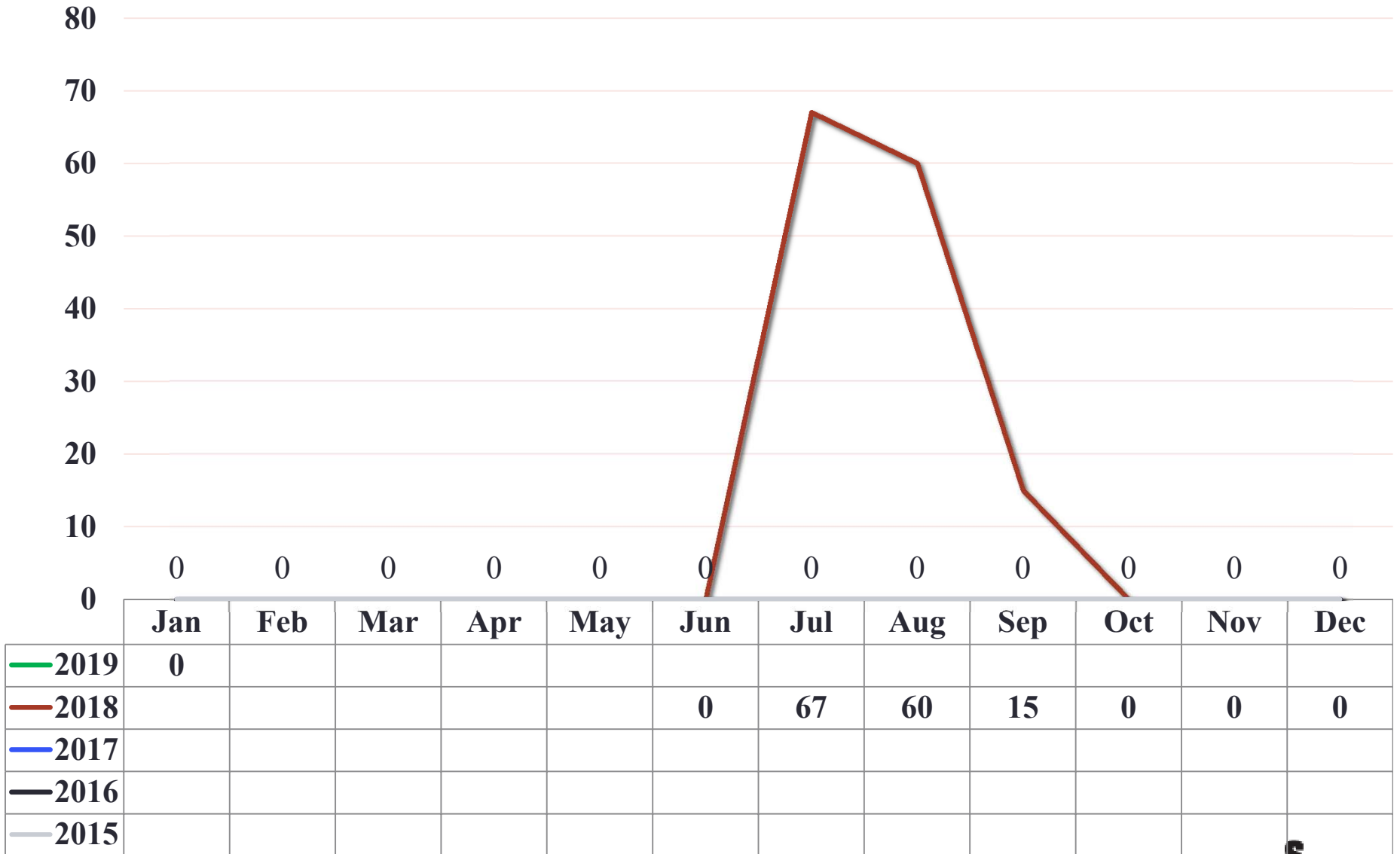
Acute Room – Total Days in Acute



— 2019
 — 2018
 — 2017
 — 2016
 — 2015



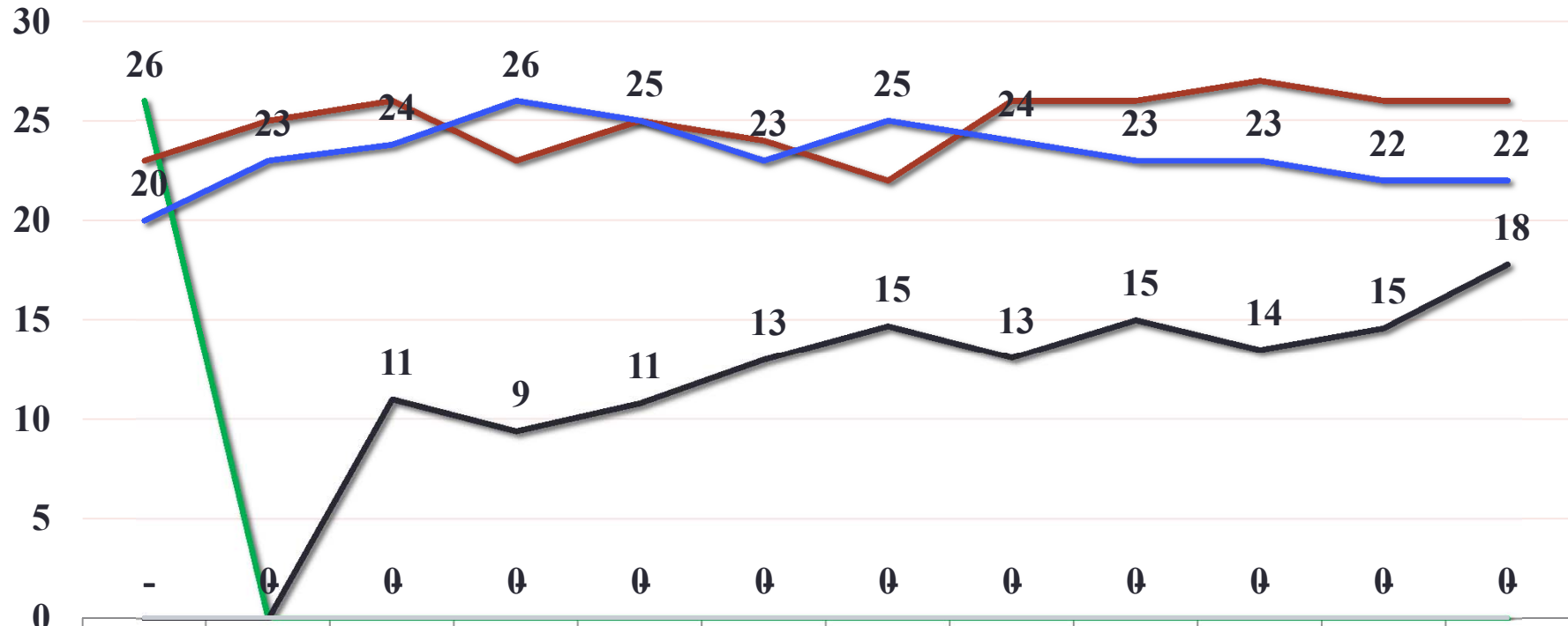
Swing Bed Room – Total Days in Swing Bed



— 2019
 — 2018
 — 2017
 — 2016
 — 2015



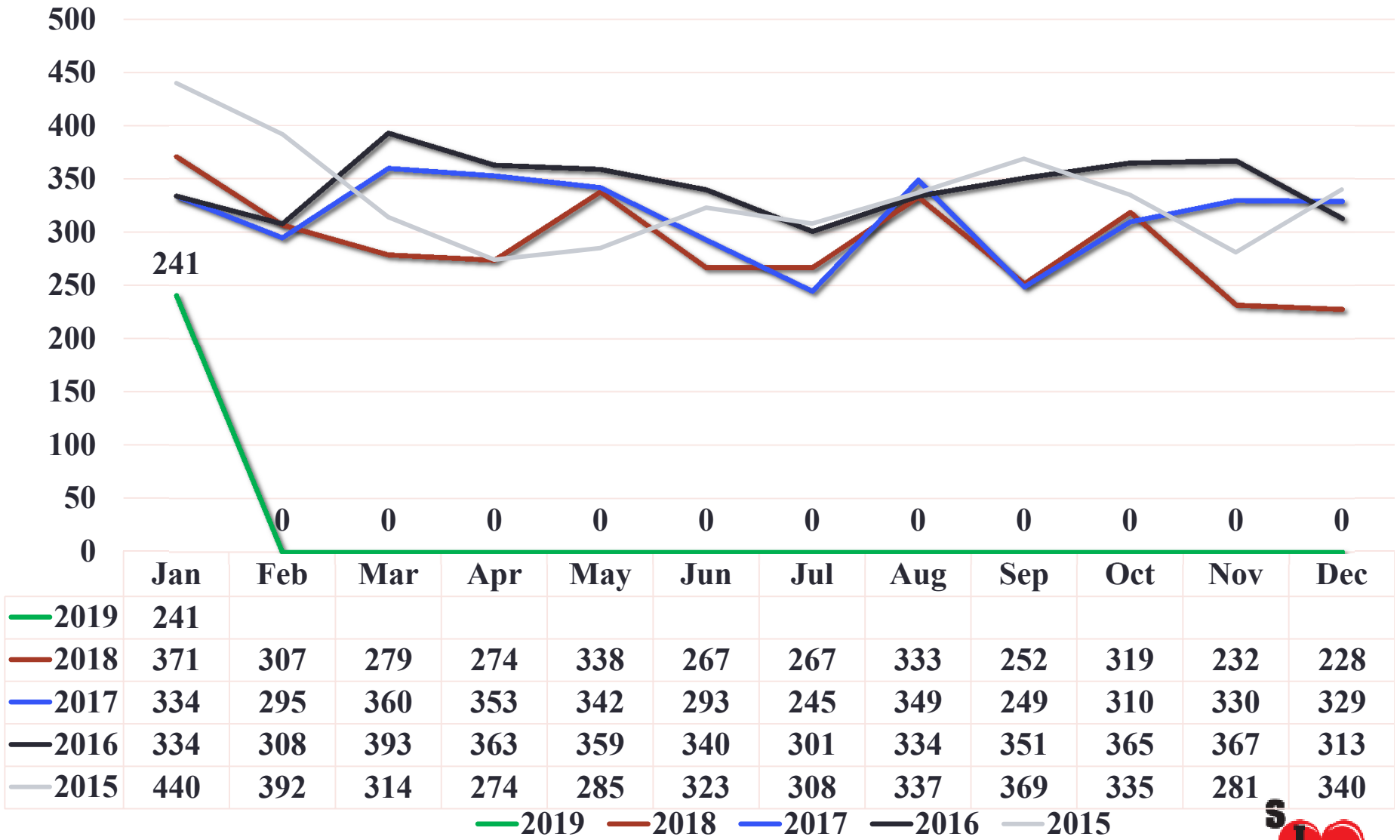
Skilled Nursing Facility Volumes – Monthly Census



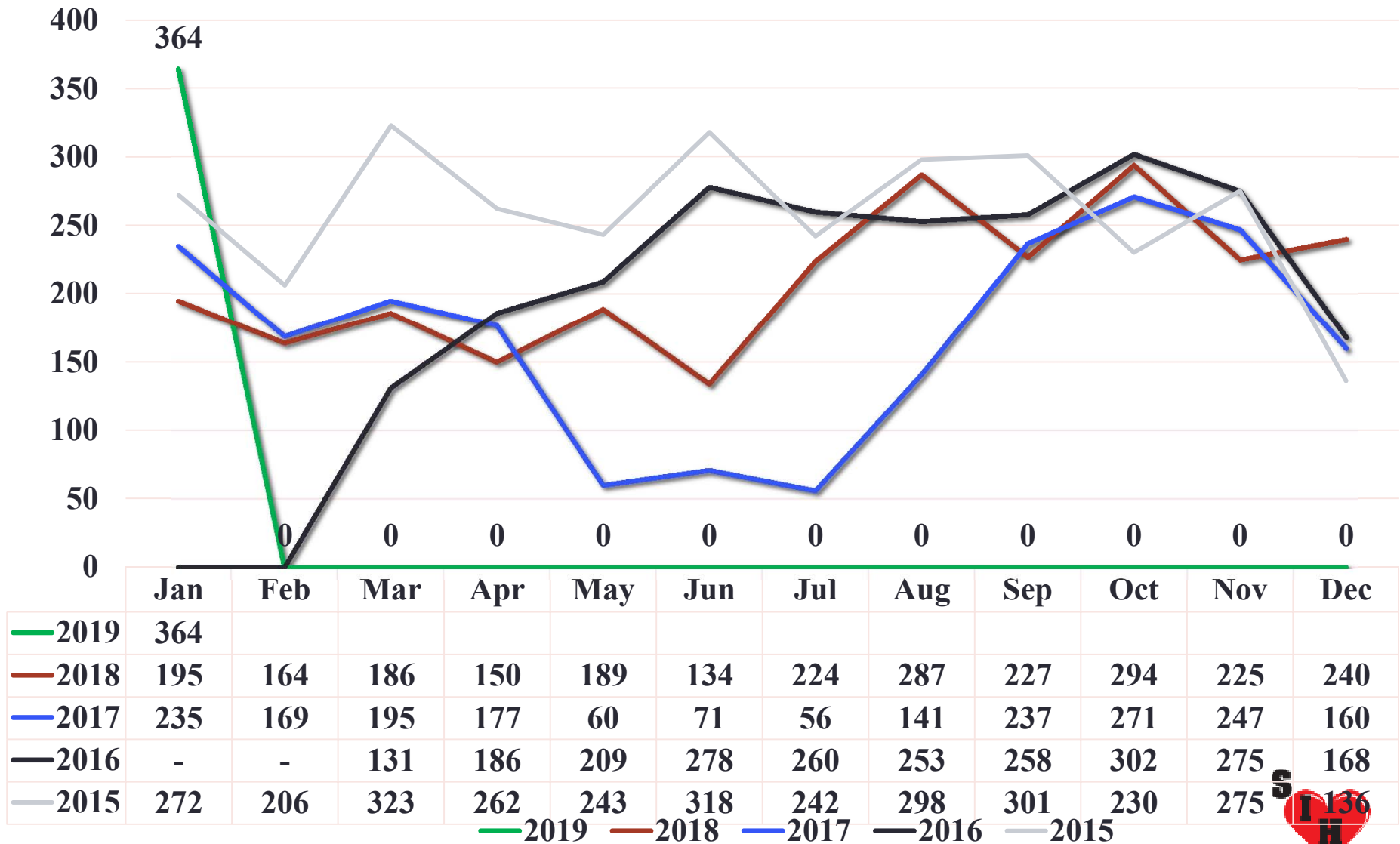
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
—2019	26											
—2018	23	25	26	23	25	24	22	26	26	27	26	26
—2017	20	23	24	26	25	23	25	24	23	23	22	22
—2016	-	-	11	9	11	13	15	13	15	14	15	18
—2015	-	-	-	-	-	-	-	-	-	-	-	-



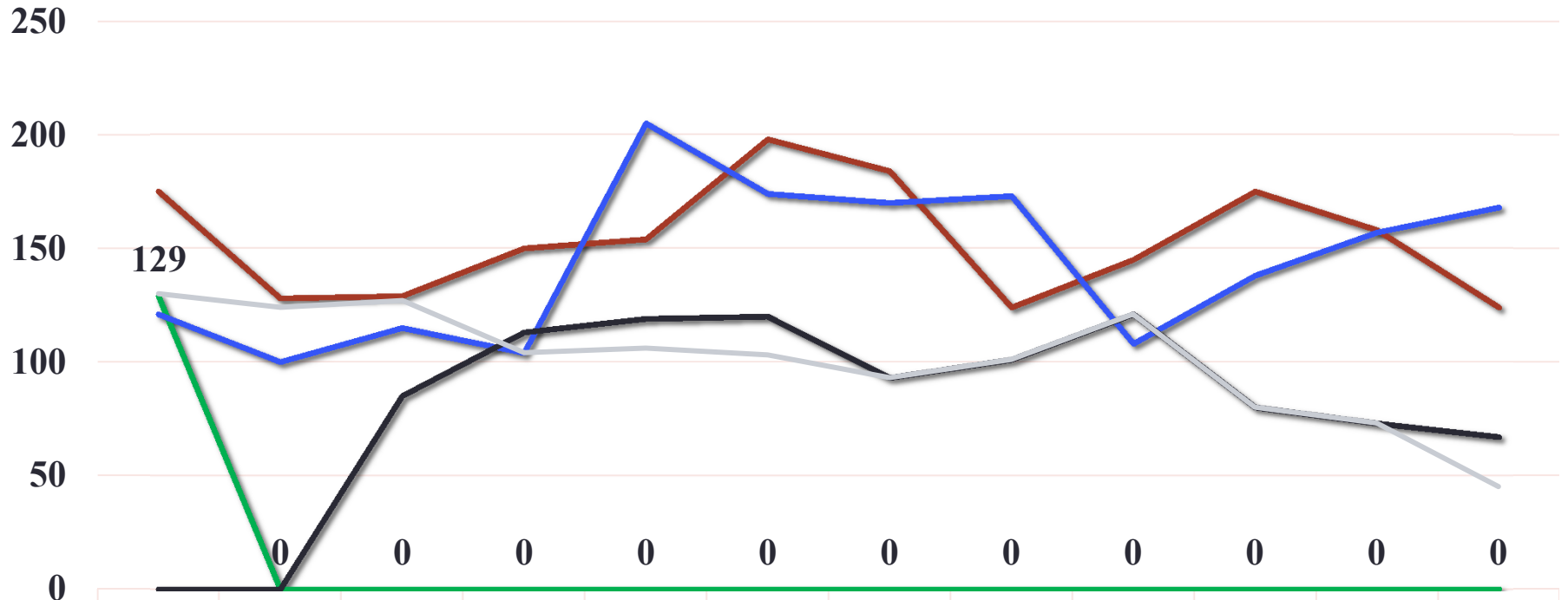
SIHD Rural Clinic Volumes – Visits Per Month



Physical Therapy Volumes



X Ray Volumes – Visits-Exams Per Month

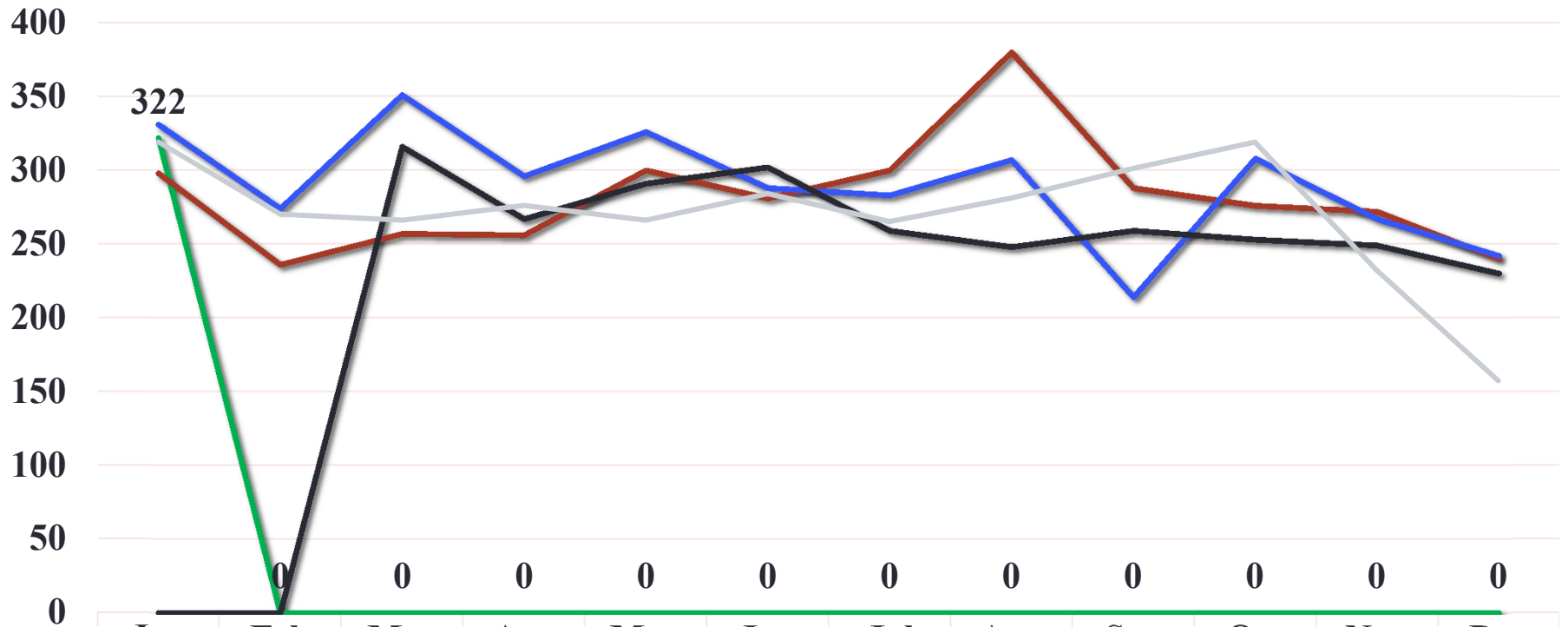


	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
—2019	129	0	0	0	0	0	0	0	0	0	0	0
—2018	175	128	129	150	154	198	184	124	145	175	158	124
—2017	121	100	115	104	205	174	170	173	108	138	157	168
—2016	-	-	85	113	119	120	93	101	121	80	73	67
—2015	130	124	127	104	106	103	93	101	121	80	73	45

—2019 —2018 —2017 —2016 —2015



Laboratory Volumes



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
—2019	322	0	0	0	0	0	0	0	0	0	0	0
—2018	298	236	257	256	300	281	300	380	288	276	272	240
—2017	331	274	351	296	326	288	283	307	214	308	267	242
—2016	-	-	316	267	291	302	259	248	259	253	249	230
—2015	319	270	266	276	266	284	265	281	301	319	232	157

—2019 —2018 —2017 —2016 —2015

