

SOUTHERN INYO HEALTHCARE DISTRICT

Regular Meeting of the Board of Directors Minutes

Date: Tuesday, November 8, 2022

Time: 4:30 p.m.

Due to the COVID-19 state of emergency, the Board of Directors will conduct this meeting via video and tele-conference. A physical location will not be available to the public. You may participate in the meeting by using the call-in number specified in this Notice of Meeting. If you wish to speak to an item on the agenda, please inform the Board Chair when he/she asks for public comment. The Board's normal rules for public comment apply speakers are limited to 3 minutes per item. You may also email comments to mperkins@sihd.org prior to the start of the meeting, and your comment(s) will be distributed to the directors at the meeting.

If you need special assistance to participate in the meeting, please contact Maritza Perkins at 760-876-2210, and the district will attempt to accommodate your need.

Join Zoom Meeting

<https://us06web.zoom.us/j/87448407889?pwd=NmJmb1RDWGXnL0J6UTR1WlU2WVlBdz09>

Meeting ID: 874 4840 7889

Passcode: 491793

One tap mobile

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+17207072699,,87448407889#,,,,*491793# US (Denver)

PRESENT

Charles Carson, President

Bruce Branson, Vice President (via zoom)

Carma Roper, Secretary (via zoom)

Mark Lacey, Treasurer (via zoom @4:42)

Jaquie Hickman, Director (via zoom)

ABSENT

None

OTHERS

Peter Spiers, CEO

Maritza Perkins, Executive Assistant

Lindsey Stine, RHC Manager

Daniel Spina, Director of Facilities

Genoveva Southey, HR Director

Scott Nave, Legal Counsel (via zoom)

Wes Thew, Financial Consultant (via zoom)

Anonymous Caller

Board of Directors:

Charles Carson
President

Bruce Branson
Vice President

Carma Roper
Secretary

Mark Lacey
Treasurer

Jaquie Hickman
Director

I. CALL TO ORDER

The meeting was called to order at 4:33 p.m.

Secretary Roper moved to approve the November 8, 2022 regular board meeting agenda. Vice President Branson seconded.

Roll Call

Carma Roper	"AYE"
Jaquie Hickman	"AYE"
Bruce Branson	"AYE"
Charles Carson	"AYE"

II. BUSINESS ITEMS

A. 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 Policies & Procedures

a. Rural Health Clinic – Non-Clinical

1. Acute chest pain
2. Advance Directive
3. AED10
4. Aftercare Instructions
5. Alcohol & Substance Abuse
6. Animal Bites
7. ANOSCOPY
8. AUDIOMETRY TESTING
9. Burn Care
10. Certifying a Drug-Free Workplace
11. CHART AUDIT
12. Clean Dressing Change
13. Clinic Appts Review
14. Cold Compresses
15. Competency
16. COMPLAINT FORM
17. Complaint Procedure
18. Confidentiality of Information
19. CONFIDENTIALITY
20. CONSENT FORM FOR SURGICAL SPECIAL PROCEDURES
21. CONSET FORM FOR PROCEDURES
22. Cryosurgery
23. DESCRIPTION OF SERVICES
24. Diagnostic Imaging
25. Disaster Plan for Nursing Personnel
26. Disaster, Fire Policy
27. DISCHARGE INSTRUCTIONS
28. DOCUMENTATION REQUIREMENTS
29. Domestic Violence
30. EAR IRRIGATION
31. Ear Wash System
32. Employee Benefits.2010clinic
33. EMPLOYEE INJURIES ANDOR EXPOUSURE
34. Employment Categories
35. ENDOMETRIAL BIOPSY
36. Equipment and Supplies

Board of Directors:

Charles Carson
President

Bruce Branson
Vice President

Carma Roper
Secretary

Mark Lacey
Treasurer

Jaquie Hickman
Director

37. EVACUATION OF EXTERNAL HEMORRHOID
38. Eye Irrigation
39. Eye Irrigation with Use of Morgan Lens
40. Eye Medication Administration
41. Eye Ointment Application
42. Fecal occult blood
43. Female Cath Insertion and Removal
44. Female Chlamydia Culture
45. FISHHOOK REMOVAL
46. Foreign Body Removal
47. Ganglion Cyst Aspiration and Steroid Injection
48. General IV Therapy
49. Handheld Nebulizer Treatment
50. Hemorrhoids
51. Hepatitis B Vaccine Declination Form
52. HIPAA Violation of Confidentiality
53. HOURS OF OPERATION
54. Hypoglycemia 3sessment and treatment
55. Incident, Accident, Med Error Report
56. Incision and Drainage of Soft Tissue Abscess
57. Infection Control
58. Infectious Waste
59. Instillation of Ear Drops
60. Instrument Equipment Cleaning
61. Intradermal Injection
62. Intramuscular Injection
63. JOINT ASPIRATION
64. Lab Results
65. LACERATION REPAIR
66. Language Line
67. Leaving against medical advice
68. LESION REMOVAL
69. Male Catheter Insertion and Removal
70. MEDICAL ASSISTANT SCOPE OF PRACTICE
71. Medical Referrals
72. MEDICAL TREATMENT OF MINORS
73. Medication Handling and Administration
74. Nail Trephination
75. Non-Covered Services
76. Non-Sterile Eye Compresses
77. Nursing Assessment by LVN, MA
78. Outdated Supply Check
79. Outdated, Damaged Drugs
80. Outgoing Laboratory Tests
81. Oxygen Administration
82. PATIENT PREPARATION EXAM ADULT
83. PATIENT PREPARATION EXAM WELL WOMAN EXAM PAP
84. PATIENT PREPARATION EXAM INFANT
85. PATIENT PREPARATION EXAM PEDIATRIC
86. PESSARY INSERTION AND REMOVAL
87. PFT
88. PHYSICIAN QA OF CHARTS
89. POLICY SEBACEOUS CYST REMOVAL
90. POLICY TONGUE TIE SNIPPING
91. PP Physicians
92. Productive Work Environment (Harassment).
93. PROTOCOL FOR EXPOSURE TO BLOODBORNE PATHOGENS
94. Pulse Deficit
95. PUNCH BIOPSY
96. Refusal of Treatment
97. Respiratory, Cough Etiquette
98. Responsibility, Authority, Accountability
99. Salary Administration
100. Signed Consent
101. SIH NON-COVERED SERVICES RELEASE FORM
102. SIH PP Adverse Drug Reaction

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- 103. SKIN CLOSURE DERMABOND APPLICATION
- 104. Skin tag removal
- 105. SLING, SPLINT AND TAPING APPLICATION
- 106. Slit Lamp
- 107. Snake Bites
- 108. STAPLE INSERTION
- 109. STAPLE REMOVAL
- 110. Sterile Dressing Change
- 111. Sterile Eye Compresses
- 112. STERI-STRIPS
- 113. Strep A
- 114. Sub-Q Injections
- 115. Toenails Removal
- 116. Trigger Point Injections
- 117. Tympanic Temperature
- 118. UNRESPONSIVE, NON-BREATHING ADULT
- 119. Urethral dilation
- 120. Use of Liquid Nitrogen
- 121. VITAL SIGNS
- 122. Warm Compresses
- 123. Wound Packing

b. Emergency Operations Plan

Request to table item a. Rural Health Clinic Non-clinical policies and procedures under the consent agenda. Only item to consider will be item b. Emergency Operations Plan under the consent agenda.

ACTION: Secretary Roper moved to approve only item b. Emergency Operations Plan under the consent agenda. Vice President Branson seconded.

Roll Call

Carma Roper	"AYE"
Jaque Hickman	"AYE"
Bruce Branson	"AYE"
Charles Carson	"AYE"

B. Resolution 22-13 Authorizing Remote Meetings During State of Emergency (Legal Counsel)

The executive order encouraging social distancing is still in effect even though the mask mandate is not widespread. The temporary suspension of the Brown Act is in effect. This will continue each month until further notice from legal counsel. This started in October 2021.

ACTION: Director Hickman moved to approve Resolution 22-13 Authorized Remote During State of Emergency. Vice President Branson seconded.

Roll Call

Carma Roper	"AYE"
Jaque Hickman	"AYE"
Bruce Branson	"AYE"
Charles Carson	"AYE"

C. HR Lodger Agreements (HR Director)

Genoveva Southey, HR Director presented the HR Lodger agreement. Southey worked with Scott Nave, Legal Counsel on the agreement.

ACTION: Secretary Roper moved to approve the HR Lodger Agreement. Director Hickman seconded.

Board of Directors:

Charles Carson President	Bruce Branson Vice President	Carma Roper Secretary	Mark Lacey Treasurer	Jaque Hickman Director
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Roll Call
 Carma Roper "AYE"
 Jaque Hickman "AYE"
 Bruce Branson Abstains-No Answer
 Mark Lacey "AYE"
 Charles Carson "AYE"

D. Change Healthcare Amendment (CEO)

SIHD and Change Healthcare have a current signed agreement. This amendment is due to monthly subscription services fee changes.

Scott Nave, Legal Counsel and Peter Spiers, CEO are working with Change Healthcare to finalize the amendment.

ACTION: Director Hickman moved to approve the Change Healthcare Amendment with the caveat that Scott Nave and Peter Spiers finalize the amendment with Change Healthcare. Vice President Seconded.

Roll Call
 Carma Roper "AYE"
 Jaque Hickman "AYE"
 Bruce Branson "AYE"
 Mark Lacey "AYE"
 Charles Carson "AYE"

III. REPORTS

A. CEO Report & Hospital Operations Update

1. Financials - Wes Thew, Financial Consultant
2. Human Resources- Genoveva Southey, Dir. of HR
3. Facilities- Danny Spina, Dir. of Facilities
4. Hospital Operations-Kelly Townsend, CNO
5. CEO Report- Peter Spiers, CEO

The Financial Consultant, HR Director, Director of Facilities, CNO, Marketing Director and the CEO reviewed their report. *(Reports will be provided at the end of these minutes.)*

IV. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

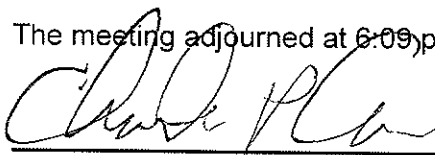
None.

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

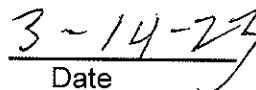
President Carson stated that he happy that Acute Care is open.

VI. ADJOURNMENT

The meeting adjourned at 6:09 p.m.



 Board Signature



 Date

November 8, 2022 Regular Board Minutes

Board of Directors:

Charles Carson President	Bruce Branson Vice President	Carma Roper Secretary	Mark Lacey Treasurer	Jaque Hickman Director
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