



**DESERT HEALTHCARE DISTRICT**  
**DESERT HEALTHCARE DISTRICT**  
**BOARD OF DIRECTORS**  
**MEETING MINUTES**  
**May 22, 2018**

Directors Present	District Staff Present	Absent
President Zendle, MD Vice-President/Secretary Carole Rogers, RN Treasurer Mark Matthews Director Kay Hazen - <i>Telephonic</i> Director Jennifer Wortham, DrPH	Herb K. Schultz, CEO Lisa Houston, COO Chris Christensen, CFO Donna Craig, Senior Program Officer Alejandro Espinoza, Program Officer and Outreach Director Meghan Kane, Community Health Research Analyst Andrea S. Hayles, Clerk of the Board  <u>Legal Counsel</u> Jeff Scott	

AGENDA ITEMS	DISCUSSION	ACTION
<b>A. Call to Order</b>  <b>Roll Call</b>	President Zendle called the meeting to order at 6:03 p.m.  The Clerk of the Board called the roll with all Directors present and Director Hazen participating telephonically.	
<b>B. Pledge of Allegiance</b>	President Zendle led the Pledge of Alliance.	
<b>C. Approval of Agenda</b>	President Zendle asked for a motion to approve the agenda.	<b>#18-62 MOTION WAS MADE by Director Matthews and seconded by Vice-President Rogers to approve the agenda. Motion passed unanimously.</b>
<b>D. Public Comment</b>	Linda Evans, Chief Strategy Officer, Desert Care Network, Desert Regional Medical Center, introduced newly hired Todd Burke, Communications Director. Mr. Burke provided an overview of his career, responsibilities overseeing thirteen California-wide Tenet hospitals, and his emphasis in the Coachella Valley.	
<b>E. Consent Agenda</b> <b>E.1. Board Minutes</b> <b>E.1.a. Board of Director Meeting April 24, 2018</b>	President Zendle asked for a motion to approve the Consent Agenda.	<b>#18-63 MOTION WAS MADE by Director Matthews and seconded by Vice-President Rogers to approve the Consent Agenda.</b>



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<p><b>E.2. Finance and Administration</b>  <b>E.2.a. Approval of April 2018 Financial Statement F&amp;A Approved May 8, 2018</b></p>		<p><b>Motion passed unanimously.</b></p>
<p><b>F. Desert Healthcare District CEO Report</b></p>	<p>Herb K. Schultz, CEO, provided an update on AB 2019 – transparency legislation and grant-making procedures. Staff continues to support trade association efforts and obtain information on changes that could potentially impact the District/Foundation.</p> <p>A proposal from Barbara Poppe, Poppe and Associates, to combat homelessness with a long-term Valley-wide strategy has been reviewed by Staff and will be presented to the Board at the June meeting.</p> <p>Sponsored by Governor Brown, Mr. Schultz explained his upcoming participation in the Census 2020 panel involving hard-to-reach persons.</p> <p>Mr. Schultz provided an overview of the CVHIP.com launch reception. Attendees included Palm Springs City Councilmember J.R. Roberts, Palm Springs City Councilmember Lisa Middleton; Riverside County Supervisor V. Manuel Perez; and local non-profit agencies. Media coverage included KMIR and Desert Sun.</p> <p>Mr. Schultz introduced recently hired Meghan Kane, Community Health Research Analyst. The final California Endowment grant-funded</p>	



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	<p>Health Policy Analyst position will commence their role in June, as well as the Communications and Marketing Director.</p> <p>Governor Brown’s Budget was outlined as it relates to healthcare and homelessness with proposed Medi-Cal improvements and the inclusion of undocumented immigrants using state funding; a potentially higher threshold for seniors, and state subsidies for families up to 400% of the poverty level.</p>	
<p><b>G. Desert Regional Medical Center CEO Report</b></p>	<p>Linda Evans, Chief Strategy Officer, Desert Care Network, Desert Regional Medical Center detailed the CEO Report in Michele Finney’s absence. The Centers for Medicare and Medicaid Services (CMS) ratings improved from 1 star to 2 stars in May and Desert Regional Medical Centers continues to work on improvements.</p> <p>Leapfrog ratings also increased to the most recent score of B, and Tenet Healthcare ranked number two behind the Mayo Clinic in peer comparison performance. Other achievements and accolades include the Gold Plus Award from the 2018 American Heart Association <i>Get with the Guidelines</i> for 18-24 months of quality documentation.</p> <p>The hospital continues to meet with the Hearing-Impaired Community to improve communications. The new security contract was summarized that expands security capabilities to 5150 emergency room patients –</p>	



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	<p>improving the safety of patients and staff.</p> <p>Mrs. Evans described the details of new capital improvements throughout Desert Regional Medical Center and her upcoming attendance at the City of Indio planning commission meeting. The Commission will evaluate a conditional use permit for a 120-bed psychiatric facility that includes 80 beds inpatient lockdown and 40 beds of outpatient treatment and various programs. Arcadia Health based in Franklin, TN is leading the efforts.</p>	
<p><b>H. Desert Regional Medical Center Governing Board of Directors' Report</b></p>	<p>President Zendle explained the highlights of the Patient Experience progress report describing the CMS and Leapfrog scoring results with significant improvements in tracking data for patient satisfaction. Construction on the hospital elevators is approved and funded, but there are currently delays with OSHPD.</p> <p>The Service Awards of Desert Regional Medical Center was detailed with the longest-serving employee of 53 years.</p>	
<p><b>I. District Expansion Initiative</b></p>	<p>Herb K. Schultz, CEO, provided an update on the District Expansion Initiative based on the Boards approval of the contractor, Lake Research Partners (LRP) to conduct Focus Groups and Polling. The Focus Groups will commence on June 11, and June 12 and LRP has initiated recruiting participants. Preliminary results should be available in June and the final results of the poll accessible in July.</p>	



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	<p>Mr. Schultz described President Zendle’s educational presentations on Expansion to the City of Indian Wells and City of La Quinta. Upcoming presentations include the cities of Palm Desert, Indio, and Coachella. Concluding the cities, presentations to school districts will be scheduled, including ongoing outreach to community-based organizations.</p>	
<p><b>J.1. Finance, Administration, Real Estate and Legal Committee</b>  <b>J.1.a. Draft Minutes of May 8, 2018</b>  <b>J.1.b. CFO Report &amp; Las Palmas</b>   <b>J.1.c. Lease Extension - Suite 2W 105-106 – Aijaz Hashmi, MD</b>   <b>J.1.d. Options related to Directors Benefits</b></p>	<p>Director Matthews provided an overview of the May 8 Draft Minutes, the CFO Report, and the Las Palmas vacancies.</p> <p>Director Matthews explained the lease extension option for Suite 2W 105-106 – Aijaz Hashmi.</p> <p>Chris Christensen, CFO, explained that in 2017, a motion was made and passed directing Staff to evaluate Director benefits during the FY 18-19 budgeting process. Meeting on May 8, 2018, the F&amp;A Committee directed Staff to present to the Board for discussion the possibility of establishing a three-person advisory committee. Mr. Christensen opened the dialogue among the Board.</p> <p>President Zendle explained the Board’s conflicts based on past discussions stating that an objective group for consideration is necessary to review the benefits and advise the</p>	<p><b>#18-64 MOTION WAS MADE by Director Matthews and seconded by Vice-President Rogers to approve the Lease Extension – Las Palmas – Suite 2W 105-106 – Aijaz Hashmi, MD.</b>  <b>Motion passed unanimously.</b></p>



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	<p>Board on a suitable recommendation. There are considerable variations of opinion among directors including considering equity issues.</p> <p>Director Matthews made a motion for a stipend of \$100 per meeting limited to \$500 per month similar to other healthcare districts with directors opting to buy into the health plan coverage. Director Matthews explained with the potential expansion to the east and improved minority representation; the compensation encourages board involvement.</p> <p>Vice-President Rogers explained that in the past, the community advisory committee of the F&amp;A Committee examined directors benefits with this being the second comparison. Other districts like Desert Healthcare District with the same responsibilities, program operations, size, and staffing have a higher compensation for healthcare benefits. Vice-President Rogers indicated that there is no need to revisit the current reimbursement and she would vote no on Director Matthew's motion.</p> <p>Director Hazen described her ongoing viewpoint for numerous years explaining that board members are not employees but volunteers. Legislature is enacted on stipends to prevent abuses; the Board has good suggestions, but the motion is based on Director Hazen's overall goals and objectives over the years. The stipend provides the opportunity for</p>	<p><b>#18-65 MOTION WAS MADE by Director Matthews and seconded by Director Hazen to approve a stipend of \$100 per meeting limited to \$500 per month.</b></p> <p><b>AYES 2 – Director Hazen, Director Matthews</b></p> <p><b>NOES 2 – Director Wortham, Vice-President Rogers</b></p> <p><b>ABSTAIN – President Zendle</b></p> <p><b>Motion failed 2-2-1.</b></p>
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	<p>directors to participate and buy into the plan to cover the cost as a fair and equitable way for access to healthcare.</p> <p>Director Wortham inquired on which meetings would apply to the stipend. Jeff Scott, Legal Counsel, explained that meetings attended on behalf of the district such as committee, board meetings, or other identifiable district-based meetings. A written policy or resolution would be necessary for specifying the stipend. Herb K. Schultz, CEO, added that the Board could determine whether the CVAG Homelessness Committee meeting is a compensated meeting.</p> <p>Director Wortham further explained that providing the same stipend to all directors as opposed to meeting participation that is politically determined is more equitable for all members – an across the board policy.</p> <p>Director Hazen made a motion to address Director Wortham’s concerns on equity for the District to pay for all Directors premiums only, no dependents and no reimbursement to Directors. The cost is approximately \$10,000 per Director - \$50,000. Director Hazen clarified that the motion is to include the cost up to \$10,000 per Director with dependent coverage.</p> <p>President Zendle made a motion for an amendment to Director Hazen’s motion with the inclusion of the stipend of \$100 per meeting up to 5 meetings per month.</p>	<p><b>#18-67 MOTION WAS MADE by President Zendle and seconded by Director Wortham to approve an amendment to Director Hazen’s motion of the District to pay up to \$10,000 per Director including dependent coverage, to include a stipend of \$100 per meeting up to 5 meetings per month with a maximum of \$6,000 per Director.</b>  <b>AYES 3 – Director Wortham, Vice-President Rogers, President Rogers</b>  <b>NOES 1 – Director Hazen</b>  <b>ABSTAIN – Director Matthews</b>  <b>Motion passed 3-1-1.</b></p>
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<p><b>J.1.e. Job Descriptions – Accounting Manager and Program &amp; Grants Assistant</b></p>	<p>Chris Christensen, CFO, described the new Accounting Manager and Program &amp; Grants Assistant positions. The Accounting Manager was Board approved in 2014, but with the Expansion and other matters of the District, it is necessary to upgrade the Accounting/Administration Support prior position.</p> <p>Herb K. Schultz, CEO, explained the aspects of the Programs &amp; Grants Assistant position responsible for programmatic, grants management, and administrative activities.</p> <p>Director Hazen inquired about on the salary of the Programs and Grants Assistant position, which is entry level at \$45,000 per year – \$22 per hour.</p>	<p><b>#18-68 MOTION WAS MADE by President Zendle and seconded by Director Matthews to approve the Accounting Manager and Programs &amp; Grant Assistant Job Descriptions. Motion passed unanimously.</b></p>
<p><b>J.1.f. FY 18-19 Budget Review</b></p>	<p>Chris Christensen, CFO, highlighted the FY 18-19 Budget as aligned with the three-year Strategic Plan. Mr. Christensen highlighted the Staff Report with emphasis on the Avery Trust – a transfer of monies from the District to the Foundation as a grant for the allocation of \$300k per year for District expansion in the current fiscal year.</p> <p>Director Hazen inquired on the grant expense to move the \$1M from the District to the Foundation explaining that the source of the Avery Trust is \$50k per year for 20 years and has two restrictions. The first restriction is using the funding for pulmonary and the second restriction is for the use to fund expansion.</p>	





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	<p>Mr. Christensen explained the net loss of \$46,000 that includes depreciation and other factors. A revised budget will be presented at the June meeting to include the stipend and Director's Benefits.</p> <p>The inclusion of additional directors (seven) is included in the budget once the expansion moves forward. The new budget is conservative using the maximum allowable expenses.</p> <p>Director Hazen inquired on the benefits amount with the inclusion of the new directors. In addition to the current budgeted amount of \$65,000, the cost estimate is an additional \$50,000 with a \$75,000 - \$80,000 cost.</p> <p>Director Matthews noted a minor correction on page 83 – cash investments carry over. Other inquiries included line item 6400 – Office Rent for the potential District relocation to the east valley. Director Hazen inquired on the discussions in the F&amp;A Committee concerning relocating the District office as they are not recorded in the Minutes.</p> <p>A motion was made by Vice-President Rogers to approve the FY 18-19 Budget with revisions to the Director Benefits.</p> <p>Director Hazen questioned line item 6530 – Communications/Marketing/Website \$200k for General Education for the Expansion. Herb K. Schultz, CEO, explained the error that the \$200k should be allocated to</p>	
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<p><b>J.2. Hospital Governance and Oversight Committee</b></p> <p><b>J.2.a. Draft Minutes of May 8, 2018</b></p> <p><b>J.3. New Providers, Facilities, Programs, and Services Ad Hoc Committee</b></p>	<p>Communications and Marketing derived from the Marketing Plan. Director Hazen clarified that the line item is an estimate until the annual plan is complete for next year based on a specific implementation plan. Further, Director Hazen expressed concern that the budgeted amount is too low.</p> <p>Director Hazen made a motion to table the budget to provide detail to the \$200,000 Communications and Marketing budgeted line-item.</p> <p>Vice-President Rogers explained the most recent details of the Hospital Governance Committee meeting with a considerable number of public participants, describing the Patient Experience presentation provided by Steed McCotter, Director of Patient Experience. Vice-President Rogers outlined details of the Hearing-Impaired community concerns that were addressed to the Committee.</p> <p>Chris Christensen, CFO, explained the work of the contractor with the appraisal is currently in phase 0 – a high level assessment by reviewing documents with the architects. Completion is anticipated in 2-3 weeks with a presentation at the June 26 Board Meeting.</p>	<p><b>#18-69 MOTION WAS MADE by Director Hazen and seconded by Director Wortham to table the FY 18-19 Budget. Motion passed unanimously.</b></p>
<p><b>Public Comment</b></p>	<p>Ezra Kaufman, District Resident, described the definition of limitations on Ad Hoc Committees in scope and term limitations. General Counsel explained that the meetings concern the seismic issues that have been made public in the Hospital Governance Committee and Board</p>	



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	<p>Meetings early on. The Committee will dissolve once the seismic, appraisal, and roadmap is complete. Mr. Kaufman considers the scope expansive and lengthy.</p>	
<p><b>K. Resources and Philanthropy</b>  <b>K.1. Grant #967 – The City of Desert Hot Springs: Public Safety Emergency Response Program - \$30,000 to purchase Automated External Defibrillator’s (AED) for the Desert Hot Springs Police Department to equip all its vehicles and one at the Police Department headquarters.</b></p> <p><b>K.2. Grant #968 – One Future Coachella Valley – Health Career Connection Summer Intern for Desert Healthcare District/Foundation (DHCD-F) - \$7,314 to place one (1) local student currently majoring in undergraduate health science programs in a 10-week, full time, paid internship at (DHCD-F)</b></p>	<p>Donna Craig, Senior Program Officer, described the City of Desert Hot Springs Public Safety Emergency Response Program grant request for \$30k. Dale Mondary, Chief of Police, explained the training the officers will receive on the Automated External Defibrillator (AED) and the need when First Responders are not immediately available.</p> <p>Director Hazen explained that the Staff Report does not outline the significant investments the District has made to the City of Desert Hot Springs such as the \$5M to the Wellness Center and capital improvements. Director Hazen described a prior Initiative to establish a critical care and research component.</p> <p>Donna Craig, Senior Program Officer, explained the One Future Coachella Valley – Health Career Connection Summer Intern for Desert Healthcare District/Foundation. The Intern will assist the District with various initiatives and other health-related matters.</p> <p>Kim McNulty, VP of Regional Success, One Future Coachella Valley, described the partnerships throughout the Valley with Health Career Connection and the placement of students in their appropriate fields. Once placed at</p>	<p><b>#18-70 MOTION WAS MADE by Director Wortham and seconded by Director Matthews to approve Grant #967 - the City of Desert Hot Springs: Public Safety Emergency Response Program - \$30,000 to purchase Automated External Defibrillator’s (AED) for the Desert Hot Springs Police Department to equip all its vehicles and one at the Police Department headquarters. Motion passed unanimously.</b></p> <p><b>#18-71 MOTION WAS MADE by Vice-President Rogers and seconded by Director Matthews to approve Grant #968 – One Future Coachella Valley – Health Career Connection Summer Intern for Desert Healthcare District/Foundation (DHCD-F) - \$7,314 to place one (1) local student currently majoring in undergraduate health science programs in a 10-week, full time, paid internship at (DHCD-F) Motion passed unanimously.</b></p>



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	<p>the District, the intern will focus on the Desert Hot Springs High School Behavioral Health Initiative/Mindfully Resilient Curriculum.</p>	
<p><b>L. Old Business</b></p> <p><b>L.1. Strategic Implementation Plan</b></p> <p><b>L.1.a. Staff update on Priorities – Milestones – Progress Measures</b></p>	<p>Lisa Houston, COO, provided a detailed update on the Priorities, Milestones, and Progress Measures that included the Homelessness Initiative and current small group collaborations with the City of Palm Springs. Mrs. Houston provided an overview of the most recent activities of the Behavioral Health Initiative, CREST/REACH, Riverside County Mental Health Services Act (MHSA). A summary of the new Grant Structure Scoring System was provided with preliminary assessments underway. Mrs. Houston outlined the developments of Community Engagement with the Community Health and Health Policy Analysts.</p> <p>Vice-President Rogers inquired about the Behavioral Health Task Force implementation. Herb K. Schultz, CEO, explained that Staff would provide the Board with key priorities and specific recommendations. Mr. Schultz described the scope of work for homelessness consultant Barbara Poppe and leveraging the best ways to engage the public concerning homelessness.</p>	
<p><b>L.1.b. Zoning Public Hearings</b></p>	<p>Director Matthews explained his meeting with National Demographics Corporation (NDC) and his inquiry on mapping and demographics in the probable expanded area. NDC consultants stated that the direction from Staff was to provide</p>	



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	<p>demographics for the current boundaries – not the expansion areas. Further, Director Matthews explained that although the timeline is constricted, in addition to the existing District, research on the expanded District is equally important. At some point the remaining Board Members will appoint additional members in the current district, expanded district, and again in 2022.</p> <p>Director Matthews made a motion to direct Staff to authorize NDC to produce additional maps, demographics, and communities of interest to include the expanded District.</p> <p>Director Hazen clarified the motion for an analysis of the same similar demographic profile currently occurring, but for the expanded area.</p> <p>Vice-President Rogers added that it would be an examination of the District through the Coachella Valley with seven different zones – a differential of the current five zones of data collection to share at the first public meeting in December after the election.</p> <p>Herb K. Schultz, CEO, explained the potential costs of \$2,500 and a discussion among the Board on Staff direction.</p>	
<p><b>M. New Business</b></p> <p><b>M.1. Action Minutes – Audio and Hearing-Impaired</b></p>	<p>President Zendle explained the depth of the meeting minutes and time constraints.</p>	<p><b>#18-72 MOTION WAS MADE by Director Hazen and seconded by Director Wortham to move forward with the action minutes and revisit</b></p>



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<p><b>Transcription Publishing to Website</b></p>	<p>Herb K. Schultz, CEO, explained the Action Minutes with the accompanying audio, and a transcript software for the hearing-impaired community. Board direction is necessary to determine if this is the appropriate option.</p> <p>Legal Counsel, Jeff Scott, described that the it is the Board’s determination on the details of the minutes, and the current trend of Special Districts applying Action Minutes versus writing verbatim each comment by the Board, including the time involved. Legal requirements only specify action items and public comment.</p> <p>Director Hazen supports the action minutes. With decades of experience as the prior board secretary, Director Hazen explained that it is important to record the actions and not necessarily the comments, which includes more details to support the minutes.</p>	<p><b>the matter in 6 months for a potential task force review. Motion passed unanimously.</b></p>
<p><b>Public Comment</b></p>	<p>Ezra Kaufman, District Resident, asked how the Board will determine in 6 months if the action minutes are successful.</p>	
<p><b>N. Legal Comments and Report</b></p>	<p>Jeff Scott, Legal Counsel, provided an update on AB 2019 concerning the changes in grant policies and AB 2123 California Voter Rights Act (CVRA) from at-large to zone-based elections with an additional time of 6 months.</p>	
<p><b>O. Directors’ Comments and Reports</b></p>	<p>Director Hazen explained that her report on the Association of California Healthcare Districts (ACHD) Legislative Day Conference is on file with Staff, and she</p>	



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	encourages all to read the informative details.	
<b>P. Adjournment to Desert Healthcare Foundation Board of Directors Meeting</b>	The Board adjourned to the Desert Healthcare Foundation Board of Directors Meeting at 8:17 p.m.	
<b>Q. Reconvene to Desert Healthcare District Board of Directors Meeting</b>	The Board reconvened to the Desert Healthcare District Board of Directors Meeting at 8:28 p.m.	
<b>R. Adjournment to Executive Session</b>	The Board adjourned to the Executive Session of the Desert Healthcare District Board of Directors Meeting at 8:30 p.m.	
<b>S. Convene to Closed Session of the Desert Healthcare District Board of Directors Meeting</b>		
<b>T. Reconvene to Open Session of the Desert Healthcare District Board of Directors Meeting</b>	The Board reconvened to open session of the Desert Healthcare District Board of Directors Meeting at 9:15 p.m.	
<b>U. Report After Closed Session</b>	The Board in closed session directed General Counsel to take appropriate action concerning the evaluation process of the CEO.	
<b>V. Adjournment</b>	President Zendle adjourned the meeting at 9:15 p.m.	<b>Audio recording available on the website at <a href="http://dhcd.org/Agenda-Board-of-Directors">http://dhcd.org/Agenda-Board-of-Directors</a></b>

ATTEST:   
 Carole Rogers, Vice-President/Secretary  
 Desert Healthcare District Board of Directors

*Minutes respectfully submitted by Andrea S. Hayles, Clerk of the Board*