



DESERT HEALTHCARE DISTRICT
DESERT HEALTHCARE DISTRICT
BOARD OF DIRECTORS
MEETING MINUTES
July 24, 2018

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

AGENDA ITEMS	DISCUSSION	ACTION
A. Call to Order Roll Call	President Zendle called the meeting to order at 6:01 p.m. The Clerk of the Board called the roll. President Zendle, Vice-President Rogers, and Director Wortham were present with Director Matthews participating telephonically.	
B. Pledge of Allegiance	President Zendle asked Cathedral City Councilman Shelley Kaplan to lead the Pledge of Alliance.	
C. Approval of Agenda	President Zendle asked for a motion to approve the agenda and move Items M. 1-3 and N. 1. immediately following the Consent Agenda.	#18-90 MOTION WAS MADE by President Zendle and seconded by Vice-President Rogers to approve the agenda. Motion passed unanimously. AYES – 4 Director Wortham, Director Matthews, Vice-President Rogers, President Zendle NOES – 0 ABSENT – 1 Director Hazen ABSTAIN – 0
D. Public Comment	Laura Bruce, RN, Desert Regional Medical Center, District Resident, explained her request to ensure nurses have appropriate meal and rest breaks. Ms. Bruce detailed the long hours the nurses work,	



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	<p>including twelve-hour shifts without breaks. Further, the nurses have a plan for breaks and caring for patients by hiring and utilizing a break relief position solely dedicated to caring for patients. Attached is Ms. Bruce’s public comment in its entirety.</p> <p>Brianna Morales, RN, Desert Regional Medical Center, described NICU concerns and requested the continuation of a California Department of Public Health (CDPH) flex program with the inclusion of two patients per nurse with the support of the District Board of Directors. Attached is Ms. Morales’ public comment in its entirety.</p>	
<p>E. Consent Agenda E.1. Board Minutes a. Board of Directors Meeting June 26, 2018 b. Special Meeting of the Board of Directors June 27, 2018 E.2. a. Approval of June 2018 Financial Statements F&A Approved July 10, 2018</p>	<p>President Zendle asked for a motion to approve the consent agenda.</p>	<p>#18-91 MOTION WAS MADE by Director Wortham and seconded by Director Matthews to approve the Consent Agenda. Motion passed unanimously. AYES – 4 Director Wortham, Director Matthews, Vice-President Rogers, President Zendle NOES – 0 ABSENT – 1 Director Hazen ABSTAIN – 0</p>
<p>F. Desert Healthcare District CEO Report</p> <p> 1. Priorities-Milestones-Progress Measures Update</p> <p> 2. Board/Staff Communication Update</p>	<p>Chris Christensen, Interim CEO, CFO, described the Priorities, Milestones, Progress, and Measures update stating that the items are advancing. President Zendle requested that Staff provide the color-coded chart to communicate the developments.</p> <p>Chris Christensen, Interim CEO, CFO, provided an overview of the current process for updating the District’s</p>	



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	<p>Board Policy Manual, and the development of a Board and Staff Communications Policy. A sample policy from the California Special Districts Association (CSDA) to ensure transparency, clarity, and guidelines from Directors to Staff was summarized as a basis for the development of the policy. President Zendle explained that an Ad Hoc Committee on Board and Staff policy issues and concerns were assigned to Directors Hazen and Wortham that will be eventually incorporated into the policies and procedures. The Ad Hoc Committee will work with the Interim CEO and COO to accomplish its tasks.</p>	
<p>G. Desert Regional Medical Center CEO Report</p>	<p>Michele Finney, CEO, Desert Care Network, Desert Regional Medical Center, explained the transition to a new high-end security service. Retired law enforcement and specially trained guards are armed as necessary for gang members and other detriments to patients, staff, and the community. Mrs. Finney explained that Beverly Fick, Chief Nursing Officer, relocated back to Northern California and will continue employment at Tenet Healthcare’s Doctors Hospital of Manteca. A temporary licensed Chief of Nursing, Kathy Doll with 20 years’ experience is currently operating as Chief Nursing Officer. An overview of purchases throughout the hospital, details of the new hires, and an update on the Sinatra elevator was provided noting that the fire inspection is scheduled for the first week of August.</p>	



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<p>H. Desert Regional Medical Center Governing Board of Directors' Report</p>	<p>President Zendle provided an update on the most recent meeting, including the Governing Board's review of open and closed cases from the California Department of Public Health (CDPH) and compliance issues. The Leapfrog C Grade has improved to a B and plans for a North Palm Springs vacant two-building fire station for continuing care for the homeless was presented to the Governing Board.</p>	
<p>I. Finance, Administration, Real Estate, and Legal Committee</p> <p>a. Draft Minutes of July 10, 2018</p> <p>b. CFO Report & Las Palmas Leasing Update</p> <p>c. LPMP Lease – Addendum #2 – Eyecare Services Partners</p> <p>d. LPMP Lease – Dr. Awad – Suite 3W-105</p>	<p>Director Matthews described the Draft Minutes of the July 10 meeting, the CFO Report, and the Las Palmas Leasing Update as outlined in the Board Packet.</p> <p>Chris Christensen, Interim CEO, CFO, detailed the long-term tenancy of Eyecare Services Partners and the aspects of the lease addendum that includes fire sprinkler system installation. Tenant is requesting a rent abatement during the period of installation and will add a 1 month extension to the lease</p> <p>Chris Christensen, Interim CEO, CFO, explained the longstanding tenancy of Dr. Award, the current three-year lease and the tenants request for a larger suite. Mr. Christensen outlined the Tenant Improvements (TI) and the 90-day notice for termination of the lease.</p>	<p>#18-92 MOTION WAS MADE by Director Matthews and seconded by Director Wortham to approve the LPMP Lease Addendum #2 – Eyecare Services Partners. Motion passed unanimously. AYES – 4 Director Wortham, Director Matthews, Vice-President Rogers, President Zendle NOES – 0 ABSENT – 1 Director Hazen ABSTAIN – 0</p> <p>#18-93 MOTION WAS MADE by Director Matthews and seconded by Director Wortham to approve LPMP Lease – Dr. Awad – Suite 3W-105. Motion passed unanimously.</p>



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<p>e. DHCD Retirement Plan (457b & 401a) New Service Provider</p>	<p>Chris Christensen, Interim CEO, CFO explained the changes to the current plan with Principal and the necessity of a new retirement plan third party administrator. After reviewing the options, staff recommends moving forward with Vanguard.</p>	<p>AYES – 4 Director Wortham, Director Matthews, Vice-President Rogers, President Zendle NOES – 0 ABSENT – Director Hazen ABSTAIN – 0</p> <p>#18-94 MOTION WAS MADE by Director Matthews and seconded by Director Wortham to approve the Desert Healthcare District’s new Retirement Plan Provider Vanguard. Motion passed unanimously. AYES – 4 Director Wortham, Director Matthews, Vice-President Rogers, President Zendle NOES – 0 ABSENT – 1 Director Hazen ABSTAIN – 0</p>
<p>J. 2. Hospital Governance and Oversight Committee</p> <p>a. Draft Minutes of July 19, 2018</p>	<p>Vice-President Rogers, Committee Chair, described the robust discussions of the most recent meeting and the need for more outreach and public participation. Mrs. Rogers explained the Emergency Department expansion project and the Urgent Care Center openings throughout the Valley presented by Michele Finney, CEO, Desert Care Network, Desert Regional Medical Center.</p>	
<p>K. New Providers, Facilities, Programs, and Services Ad Hoc Committee</p>	<p>President Zendle explained that Phase 0 of the seismic study is complete, and Phase 1 is currently underway. The results of Phase 0 will be presented at the September Board Meeting. Phase 1 is a 5-month process with the results presented later in the year.</p>	
<p>L. Resources and Philanthropy</p> <p>1. Health Assessment Research for</p>	<p>Lisa Houston, COO, outlined Health Assessment Research for</p>	



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<p>Communities (HARC) – New Grant Request Update</p>	<p>Communities' (HARC) grant request explaining the process of the new grant structure. The grant was initially approved in 2015 contingent on specific outcomes; data use in the community and partnerships with nonprofits for public data accessibility; however, there were concerns about data ownership. Currently, Staff has identified what will be monitored and what is publicly available– ensuring there is no duplication of data, including other ways to evolve the grant that supports both agencies strategic objectives.</p> <p>Jenna LeComte-Hinely, Ph.D., CEO, HARC, explained the comparability, the shift, and extended outreach to the Latino community within the current political climate. The 2019 survey would provide updates to measure the District's impact such as the Affordable Care Act (ACA) enrollment and Emergency Room visits since the ACA implementation.</p> <p>President Zendle encouraged HARC to continue to work with Staff on the presented concerns and the data explaining that the Board looks forward to a final recommendation.</p>	
<p>2. Well in the Desert – Grant Request Update</p>	<p>Lisa Houston, COO, explained the City of Palm Springs' request for Well in the Desert's extended hours at the Cooling Center in the summer months. Since that time, Well in the Desert requested that the District not contribute, the city provides the full amount, and the District use</p>	



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<p>3. Existing Grant Status Update</p>	<p>other funding for more larger projects at Well in the Desert. In summary, Staff recommends no amendment of the current grant, allow the current grant to close, and determine if the City of Palm Springs would amend the existing MOU for another approach to the city's Homelessness Initiative.</p> <p>Lisa Houston, COO, described the new grant structure and Donna Craig, Senior Program Officer, provided an update on the Letters of Intent, grant applications to date, and the Staff's work in a proactive manner to support the Strategic Plan Priorities.</p>	
<p>M. New Business</p> <p>1. Zone Mapping – Estimated Costs & Process for Potential Expanded District</p> <p>2. Consideration for Interim Chief Executive Officer (CEO) Compensation</p>	<p>Chris Christensen, Interim CEO, CFO, explained the zoning and mapping process in the current District boundaries and the process for National Demographics Corporation (NDC) to begin the demographics of the expanded District. The Board inquired on the process of the zoning in the expanded District, and Director Matthews suggested that NDC examine the zones pending the outcome of the election. President Zendle proposed that Staff provide a timeline for the appointment of additional board members, and the process for expansion to seven zones.</p> <p>President Zendle proposed a 20% increase from \$135k to \$165k, which follows the prior guidelines during his Interim position.</p>	<p>#18-95 MOTION WAS MADE by President Zendle and seconded by Vice-President Rogers to approve</p>



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<p>3. Review Date & Time of Board of Directors Meetings</p>	<p>President Zendle explained that unless there is a public forum or public hearing, the 6 p.m. meetings are not conducive to all Board Members or public participants. Director Wortham requested that any Special Meetings of the Board are scheduled before the Board Members. President Zendle explained that the meetings would remain the same given that the September and October meetings are in the evenings for the educational Public Forums, and the board will revisit the matter and bylaws during the September or October meetings.</p>	<p>the Interim CEO's Yearly Compensation of \$165k per year. Motion passed unanimously. AYES – 4 Director Wortham, Director Matthews, Vice-President Rogers, President Zendle NOES – 0 ABSENT – 1 Director Hazen ABSTAIN – 0</p>
<p>Public Comment</p>	<p>Linda Evans, Chief Strategy Officer, Desert Care Network, Desert Regional Hospital explained that the 6 p.m. evening Board meetings had not generated additional attendance other than the public forums.</p> <p>Ezra Kaufman, District Resident, explained that for public participants that work, holding the meetings earlier may be a concern.</p> <p>Brett Klein, Marketing Specialist, Eisenhower Medical Center inquired if the 6 p.m. meetings have been held long enough to take in account</p>	



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	<p>the snowbirds and publicity outreach.</p> <p>Mitch Blumberg, Governing Board, Desert Regional Medical Center, explained that the entire community has social events in the evenings and the meetings interfere with other community events.</p>	
<p>N. Old Business</p> <p>1. Policy for Director's Stipend</p> <p>2. Communications and Marketing – Social Media Update</p>	<p>Chris Christensen, Interim CEO, CFO, explained the approval of the stipends for compensation at the May Board Meeting. Mr. Christensen provided an overview of the compensation guidelines. President Zendle proposed a change to include ethics or sexual harassment trainings (required training) and reconsider events in the future.</p> <p>Will Dean, Director of Communications and Marketing, explained the social media emphasis and described the presentation of the entire Communications and Marketing Plan at the September meeting. The social media plan is a relaunch of the current social media accounts, engaging with the District residents to connect residents to program and services, including targeted audiences such as media and elected officials. Mr. Dean explained the Non-Profit of the week through written and video format that will be featured on the website once complete.</p> <p>Lisa Houston, COO, described the District's website and the upcoming</p>	<p>#18-96 MOTION WAS MADE by Director Wortham and seconded by Vice-President Rogers to approve the Policy for Director's Stipend to include all required trainings. Motion passed unanimously. AYES – 4 Director Wortham, Director Matthews, Vice-President Rogers, President Zendle NOES – 0 ABSENT – 1 Director Hazen ABSTAIN – 0</p>



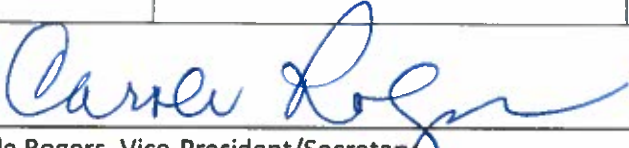
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<p>3. Policy Manual Update</p>	<p>changes to the website with completion anticipated in November.</p> <p>Lisa Houston, COO, provided an overview of the bylaws and policies to ensure compliance, accreditation with Special District Associations, HR documents, and the creation of corresponding timelines for the process. President Zendle explained that the bylaws call for a Standing Committee on Strategic Planning with the possibility of changing to a Standing Committee on Strategic Planning and Policies. Board members assigned to the Committee could meet quarterly to ensure that the policies reflect the Strategic Plan, and everyone is kept up-to-date on activities - further explaining that the policies reflect the actions made by the board.</p>	
<p>4. CV Link Quarterly Reports</p>	<p>Chris Christensen, Interim CEO, CFO, outlined the quarterly reports of CV Link and the intent for CVAG to provide a presentation with updates CV Link at a future date.</p>	
<p>O. Legal Comments and Report</p>	<p>Jeff Scott, Legal Counsel, distributed a legislative update on AB 2019 (Aguiar-Curry). The bill is most likely to pass for signage by Governor Brown. Attorney Scott explained that AB 2019 is a result of the 2017 Little Hoover Commission hearings and reinforces the District's grant process.</p>	
<p>O. Directors' Comments and Reports</p>	<p>Vice-President Rogers described the Homelessness Consultant, Barbara Poppe's role for data gathering and consulting and the formation of a task force.</p>	



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	<p>Director Matthews acknowledged and thanked the Staff, stating that the atmosphere has changed, also thanking the Board for accommodating his schedule. President Zandle requested an effective date of August 1 for the Board's stipend compensation.</p>	
<p>P. Adjournment</p>	<p>President Zandle adjourned the meeting at 7:47 p.m.</p>	<p><i>Audio recording available on the website at http://dhcd.org/Agenda-Board-of-Directors</i></p>

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

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