

# SOUTHERN INYO HEALTHCARE DISTRICT

## Regular Meeting of the Board of Directors Minutes

**Date: Tuesday, July 13, 2021**

**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 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](mailto: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.

### **Participate by using the following:**

Call-In # 310-747-3280

Access 4506953

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### **PRESENT**

Charles Carson, President

Bruce Branson, Vice President

Jaquie Hickman, Director (via phone)

### **ABSENT**

Mark Lacey, Treasurer

Carma Roper, Secretary

### **OTHERS**

Peter Spiers, CEO

Maritza Perkins, Executive Assistant

Genoveva Southey, HR

Deborah Garner, Director of Rehab

Amy Sheppard, Inyo Co. Auditor

Anita Sonke, Controller

Scott Nave, Legal Counsel (via phone)

Jeff Sheffield, Director of Facilities

### **I. CALL TO ORDER**

The meeting was called to order at 4:35 p.m.

Vice President Branson moved to approve the agenda for the July 13, 2021, regular board meeting. Director Hickman seconded. All approved.

#### Board of Directors:

Charles Carson  
President

Bruce Branson  
Vice President

Carma Roper  
Secretary

Mark Lacey  
Treasurer

Jaquie Hickman  
Director

Roll Call-

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 Medical Staff Privileges

- a. Pardeep Athwal, MD, Radiologist, Temporary 90 days Medical Staff Privileges
- b. Todd Chapman, MD, Radiologist, Temporary 90 days Medical Staff Privileges
- c. Francisco Lazaga, MD, Radiologist, Temporary 90 days Medical Staff Privileges
- d. Richard Meredek, MD, Temporary 90 days Medical Staff Privileges

### 2. Approval of Minutes

- a. Regular Board Minutes of April 13, 2021
- b. Regular Board Minutes of May 11, 2021

**ACTION:** Director Hickman moved to approve the medical staff privileges for Pardeep Athwal, Todd Chapman, Francisco Lazaga, Richard Meredek, the April 13, 2021, and May 11, 2021 board minutes from the consent agenda. Item 3. Approval of Policies and Procedures have been removed from the consent agenda for further discussion. Vice President Branson seconded.

Roll Call-

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

## **PULLED FROM CONSENT AGENDA**

### 3. Approval of Policies and Procedures

#### a. Maintenance

##### 1. State Contingency Plan for Excessive Heat Emergencies

The state contingency plan for excessive heat emergencies policy and procedure was discussed.

Board of Directors:

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Vice President

Carma Roper  
Secretary

Mark Lacey  
Treasurer

Jaquie Hickman  
Director

**ACTION:** Vice President Brandon moved to approve the state contingency plan for excessive heat emergencies policy. Director Hickman seconded.

Roll Call-

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

## b. Human Resources

### 1. Performance & Salary Reviews

The performance and salary reviews policy was discussed.

Legal Counsel recommends keeping the anniversary date the same on the Performance and salary review policy. Maritza Perkins recommends pulling the performance and salary review policy for further review with HR, Admin and legal counsel then bring it back to the board.

Performance & Salary Reviews policy has been tabled.

**ACTION:** Director Hickman moved to table the Performance & Salary reviews policy to the next board meeting. Vice President Branson seconded.

Roll Call-

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

### 2. CNA Commute Incentive Pay

The CNA commute incentive pay policy was discussed.

Gen Southey stated that this is a new policy. CNA's have been receiving commute incentive pay but there was no policy to the incentive pay. It was brought to light that the incentive pay was being misused.

**ACTION:** Director Hickman moved to approve the CNA commute incentive pay policy as revised, including "per round-trip" to the first page. Vice President Brandon seconded.

Roll Call-

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

## B. DCSD Parcel Tax Exemption (Board Member/Legal Counsel)

Per Scott Nave, public agencies are generally exempt from property (ad valorem) taxes. In this case, DCSD is a public agency, and it owns the particular property. Amy Sheppard confirmed that is true, but it does not necessarily mean that they are exempt from special assessments.

Peter Spiers recommends setting up someone/team that would handle the special assessment reviewal. The board of directors agreed and will need to discuss payment for the services.

Item B. DCSD Parcel Tax Exemption has been tabled.

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Treasurer

Jaque Hickman  
Director

### C. Certification of 2021-2022 Special Assessment (Board Member/Legal Counsel)

This is the final certification of 2021-2022 special assessment. This includes the correction on Kraus and Connolly.

**ACTION:** Director Hickman moved to approve the certification of 2021-2022 special assessment. Vice President Branson seconded.

Roll Call-

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

### D. Correction Process on Parcel Tax Refunds (Amy Sheppard)

Amy Sheppard stated that when a district has special assessments, the district is the accessor. The county's role is billing and collecting only. They cannot make any decisions legally for the district on how to collect or what should be billed. The district is the taxing authority.

In SIHD's major, there is a detailed process on parcel tax appeals. People can appeal the taxes. They have 30 days from when they get the tax bill (mailed out October 31<sup>st</sup>). The district will then have 60 days to send out a notice and have a public hearing on what the district will do with the appeal. If the appeal is approved, the refund shall come from the district direct but after MAY 1<sup>st</sup> after the district receives the taxes. Amy Sheppard recommends that we leave this info on SIHD's website, so people know that there is a process that the district follows.

Corrections can be made but there is a timing issue. The county cannot make corrections after a certain date because they cannot rebill. After January 31<sup>st</sup> it's too late to get corrections in place. Also, in the agreement the county will charge for any corrections.

Vice President Branson and Director Hickman will meet with Peter Spiers to discuss a committee.

### E. Relias Contract Amendment (DSD/Human Resources)

Gen Southey stated that the Relias Contract Amendment is due to adding more employee seats.

**ACTION:** Vice President Branson moved to approve the Relias Contract Amendment. Director Hickman seconded.

Roll Call-

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

### F. Hospital Heating Boiler Repair Proposals (Director of Facilities)

Jeff Sheffield would like the board to consider the McKenna Boiler proposal. The proposal includes an annual maintenance, and they are familiar with our boiler which will be SIHD's best interest.

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Director

**ACTION:** Director Hickman moved to approve the McKenna Boiler proposal. Vice President Branson seconded.

Roll Call-

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

**III. REPORTS**

**A. CEO Report & Hospital Operations Update**

1. QI/Compliance Report - Denise Lauffer, RN, Director, QI
2. Rehabilitation Report- Deborah Garner, Director of Rehabilitation Services.
3. CEO Report – Peter Spiers, CEO

The Director of QI, Director of Rehabilitation, and the CEO reviewed their reports. *(Reports will be provided at the end of these minutes.)*

**B. Employee of the Month- July 2021**

Rosaura Rivera, Dietary is the July 2021 Employee of the Month.

**IV. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA**

None.

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

Vice President Branson asked about Chet Beedle. Peter Spiers stated that he was doing better and that they can discuss in closed session. The Board of Directors requested to have flowers and a card mailed to Chet.

**VI. CLOSED SESSION**

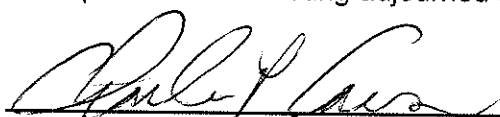
- A. Existing Litigation (Govt Code 54956.9): Chapter 9 Bankruptcy**

**VII. CLOSED SESSION REPORT**

In closed session, the Board discussed the status of the chapter 9 case.

**VIII. ADJOURNMENT**

The open session meeting adjourned at 6:55 p.m.

  
\_\_\_\_\_  
President or Secretary

July 13, 2021 Regular Board Minutes

11-9-21  
Date

Board of Directors:

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President

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Vice President

Carma Roper  
Secretary

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Treasurer

Jaque Hickman  
Director