

**TRI-CITY HEALTHCARE DISTRICT  
AGENDA FOR A REGULAR MEETING  
January 28, 2021 – 3:30 o'clock p.m.**

**In accordance with the current State of Emergency and the Governor's Executive Order N- 25-20, of March 4, 2020, and N-33-20 of March 19, 2020 a virtual platform and/or teleconferencing will be used by the Board members and appropriate staff members during this meeting. Members of the public will be able to participate by telephone, using the following dial in information:**

**Dial in #: (669-900-6833) To Listen and Address the Board when called upon:  
Meeting ID:984 1577 3433; Passcode: 046482**

**The Board may take action on any of the items listed below, unless the item is specifically labeled "Informational Only"**

	Agenda Item	Time Allotted	Requestor
1	Call to Order	3 min.	Standard
2	Approval of agenda	2 min.	Standard
3	Roll Call / Pledge of Allegiance	3 min.	Standard
4	Public Comments – Announcement Members of the public may address the Board regarding any item listed on the Board Agenda at the time the item is being considered by the Board of Directors. Per Board Policy 19-018, members of the public may have three minutes, individually, to address the Board of Directors.  NOTE: Members of the public may speak on any item not listed on the Board Agenda, which falls within the jurisdiction of the Board of Directors, immediately prior to Board Communications.	2 min.	Standard
5	December 2020 YTD Financial Statement Results	10 min.	CFO
7	New Business –  a) Consideration to approve Resolution No. 800, A Resolution of the Tri-City Healthcare District Regarding Acceptance of Grant Proceeds from the Children's Hospital Bond Act of 2018	10 min.	Chair
8	Old Business – None	--	--

*Note: Any writings or documents provided to a majority of the members of Tri-City Healthcare District regarding any item on this Agenda will be made available for public inspection in the Administration Department located at 4002 Vista Way, Oceanside, CA 92056 during normal business hours.*

*Note: If you have a disability, please notify us at 760-940-3347 at least 48 hours prior to the meeting so that we may provide reasonable accommodations.*





**TRI-CITY MEDICAL CENTER**  
**MEDICAL STAFF INITIAL CREDENTIALS REPORT**  
**January 13, 2021**

*Attachment A*

**INITIAL APPOINTMENTS** (Effective Dates: 1/29/2021 – 12/31/2022)

Any items of concern will be “red” flagged in this report. Verification of licensure, specific training, patient care experience, interpersonal and communication skills, professionalism, current competence relating to medical knowledge, has been verified and evaluated on all applicants recommended for initial appointment to the medical staff. Based upon this information, the following physicians have met the basic requirements of staff and are therefore recommended for appointment effective 1/29/2021 through 12/31/2022:

- **CHEN, Heather MD/Ophthalmology (Greider Eye)**
- **GLASGOW, Andrew MD/Anesthesiology (ASMG)**
- **JARIWALA, Amar MD/Pathology (North Coast Pathology)**
- **JOHNSTON, Eric MD/Ophthalmology (Morris Eye Group)**
- **KLARISTENFELD, Daniel MD/Surgery (Kaiser Permanente)**
- **MOON, Nah MD/OB/GYN (Kaiser Permanente)**
- **NGUYEN, Brian MD/Surgery (Kaiser Permanente)**
- **SERRY, Rod MD/Cardiology (Escondido Cardiology Associates)**
- **SHIH, Angela DO/Internal Medicine (Coastal Hospitalists)**
- **WENGER, Scott DO/Surgery (Kaiser Permanente)**



**TRI-CITY MEDICAL CENTER**  
**MEDICAL STAFF CREDENTIALS REPORT – 1 of 3**  
**January 13, 2021**

*Attachment B*

**BIENNIAL REAPPOINTMENTS: (Effective Dates 02/01/2021 –01/31/2023)**

Any items of concern will be “red” flagged in this report. The following application was recommended for reappointment to the medical staff office effective 02/01/2021 through 01/31/2023, based upon practitioner specific and comparative data profiles and reports demonstrating ongoing monitoring and evaluation, activities reflecting level of professionalism, delivery of compassionate patient care, medical knowledge based upon outcomes, interpersonal and communications skills, use of system resources, participation in activities to improve care, blood utilization, medical records review, department specific monitoring activities, health status and relevant results of clinical performance:

- **BERDJIS, Farhouch, MD/Pediatric Cardiology/Active Affiliate**
- **EPNER, Steven, MD/Radiology/Active**
- **HOSALKAR, Harish, MD/Orthopedic Surgery/Active**
- **IBRAHIM, Aalamgeer, MD/Psychiatry/Provisional**
- **KRAK, Michael, MD/Pediatrics/Active**
- **KUSHNARYOV, Anton, MD/Otolaryngology/Active**
- **MAZAREI, Rahele, DO/Obstetrics & Gynecology/Active**
- **MILLER, Nathan, MD/Pain Medicine/Active Affiliate**
- **SANATHARA, Visant, MD/Psychiatry/Provisional**
- **SCHWEIKERT, Suzanne, MD/Obstetrics & Gynecology/Refer and Follow**
- **SHIH, Robert, MD/Anesthesiology/Active Affiliate**
- **SHIMIZU, Kenneth, MD/Radiation Oncology/Refer and Follow**
- **WALKER, Kolby, DO/Psychiatry/Provisional**

**CHANGE OF STATUS:**

- **LAFATA, John, MD/Internal Medicine/Active Affiliate**
- **NIELSEN, Martin, MD/Pulmonary/Active**



**TRI-CITY MEDICAL CENTER**  
**MEDICAL STAFF CREDENTIALS REPORT – 1 of 3**  
**January 13, 2021**

*Attachment B*

**RESIGNATIONS:** (Effective date 01/31/2021 unless otherwise noted)

**Automatic:**

- **MAZZARULLI, Anthony, MD/Psychiatry**

**Voluntary:**

- **KOTAK, Kamal, MD/Cardiology**
- **ONAITIS, Mark, MD/Cardiothoracic Surgery**
- **ROHER, Alexander, David, MD/Anesthesiology**
- **THOMAS, David, MD/Dermatology**
- **YOUNAN, Lawrence, MD/Anesthesiology**





**TRI-CITY MEDICAL CENTER  
MEDICAL STAFF CREDENTIALS REPORT – Part 2 of 3  
January 13, 2021**

- **SMITH, David, DDS** **Oral & Maxillofacial Surgery**
- **STERN, Mark, MD** **Orthopedic Surgery**

**ADDITIONAL PRIVILEGE REQUEST (Effective 1/29/2021)**

The following practitioners requested the following privilege(s) and met the initial criteria for the privilege(s):

- **BARCARSE, Erin MD** **OB/GYN**
- **RAJAMANICKAM, Anitha MD** **CARDIOLOGY**
- **SUNTAY, Berk MD** **OB/GYN**







**TRI-CITY MEDICAL CENTER**  
**INTERDISCIPLINARY PRACTICE COMMITTEE REPORT**  
**January 18, 2021**

*Attachment A*

**INITIAL APPOINTMENTS** (Effective Dates: 1/29/2021 – 10/31/2022)

Any items of concern will be “red” flagged in this report. Verification of licensure, specific training, patient care experience, interpersonal and communication skills, professionalism, current competence relating to medical knowledge, has been verified and evaluated on all applicants recommended for initial appointment to the medical staff. Based upon this information, the following physicians have met the basic requirements of staff and are therefore recommended for appointment effective 1/29/2021 through 10/31/2022:

- **BURNEY, Melissa PA-C/Allied Health Professional (The Neurology Center)**
- **JENKINS-SEBASTIANI, Christina AuD/Allied Health Professional (NeuroSound)**



**TRI-CITY MEDICAL CENTER**

**INTERDISCIPLINARY PRACTICE REAPPOINTMENT CREDENTIALS REPORT - 1 of 3**  
**January 18, 2021**

*Attachment B*

**BIENNIAL REAPPRAISALS: (Effective Dates 2/1/2021 – 1/31/2023)**

Any items of concern will be “red” flagged in this report. The following application was recommended for reappointment to the medical staff office effective 2/1/2021 through 1/31/2023, based upon practitioner specific and comparative data profiles and reports demonstrating ongoing monitoring and evaluation, activities reflecting level of professionalism, delivery of compassionate patient care, medical knowledge based upon outcomes, interpersonal and communications skills, use of system resources, participation in activities to improve care, blood utilization, medical records review, department specific monitoring activities, health status and relevant results of clinical performance:

- **AHUMADA, Alejandro, AuD/Allied Health Professional**
- **ALSTON, Vickie, CNM/Allied Health Professional**
- **BISHOP, Leslie, NP/Allied Health Professional**
- **FISHER-GAMEZ, Lori, NP, RNFA/Allied Health Professional**
- **FROST, Robert, PA/Allied Health Professional**
- **HAMMONDS, Tommy, PA/Allied Health Professional**
- **JARAMILLO, Elizabeth, AuD/Allied Health Professional**
- **KARVER-CHRISTENSON, Elyse, CNM/Allied Health Professional**
- **KELLY, Katherine, CNM/Allied Health Professional**
- **KING, John, AuD/Allied Health Professional**
- **LUU, Jackie, PA/Allied Health Professional**
- **MATEO, Marie, CNM/Allied Health Professional**
- **PERLMAN, Tamara, CNM/Allied Health Professional**
- **SCHROEDER, Mary, CNM/Allied Health Professional**
- **STABLER, Holly, PA/Allied Health Professional**
- **STENZEL, Alison, PA/Allied Health Professional**



TRI-CITY MEDICAL CENTER

INTERDISCIPLINARY PRACTICE REAPPOINTMENT CREDENTIALS REPORT – 1 of 3  
January 18, 2021

*Attachment B*

**RESIGNATIONS:** (Effective date 01/31/2021 unless otherwise noted)

- **BRATTON, Kayla, PA/Allied Health Professional**
- **FRANZ, Cortney, FNP/Allied Health Professional**
- **FREIWALD, Adam, PA/Allied Health Professional**
- **MYERS, Shannon, AuD/Allied Health Professional**
- **TAYLOR, Phyllis, NP/Allied Health Professional**
- **VIERRA, Erin, NP/Allied Health Professional**



**TRI-CITY MEDICAL CENTER**

**INTERDISCIPLINARY PRACTICE COMMITTEE REPORT – Part 3 of 3**

**January 18, 2021**

*Attachment C*

## **PROCTORING RECOMMENDATIONS**

- **ALLEN, Matthew PAC**                      **Allied Health Professional (Emergency)**
- **DEMASCO, Michael PA**                      **Allied Health Professional (Emergency)**
- **HAIGLER, Heather PA**                      **Allied Health Professional (Emergency)**
- **KAUP, Allison PHD**                      **Allied Health Professional (Psychiatry)**



**TRI-CITY MEDICAL CENTER**

**INTERDISCIPLINARY PRACTICE COMMITTEE REPORT – Part 2 of 3**

**January 18, 2021**

**REQUEST FOR EXTENSION OF PROCTORING REQUIREMENT**

*None*

**TCHD BOARD OF DIRECTORS**  
**DATE OF MEETING: JANUARY 28, 2021**  
**AFFINITY SOFTWARE SUPPORT RENEWAL PROPOSAL**

<b>Type of Agreement</b>		Medical Directors		Panel	X	Other: Software Support
<b>Status of Agreement</b>		New Agreement	X	Renewal – New Rates		Renewal – Same Rates

**Vendor's Name:** QuadraMed Affinity Corporation

**Area of Service:** Patient Accounting

**Term of Agreement:** 12 months, Beginning, January 1, 2021 – Ending, December 31, 2021

**Maximum Totals:**

Quarterly Cost	Annual Cost	Total Term Cost
\$95,580	\$382,320.03	\$382,320.03

**Description of Services/Supplies:**

- Amendment to agreement dated 2/23/1996 to renew 24x7 software support for current patient billing system scheduled to terminate on 12/31/2020, for a term of 1 year.
- The renewal rate reflects a 6% increase from previous renewal representing a standard markup rate.

Document Submitted to Legal for Review:	X	Yes		No
Approved by Chief Compliance Officer:	N/A	Yes		No
Is Agreement a Regulatory Requirement:		Yes	X	No
Budgeted Item:	X	Yes		No

**Person responsible for oversight of agreement:** Mark Albright, VP-Information Technology / Ray Rivas, Chief Financial Officer

**Motion:**

I move that the TCHD Board of Directors authorize the renewal of an agreement with QuadraMed Affinity Corporation for software support renewal for a term of 12 months, beginning January 1, 2021 and ending, December 31, 2021 for an annual and term cost of \$382,320.

**TRI-CITY HEALTHCARE DISTRICT  
MINUTES FOR A REGULAR MEETING  
OF THE BOARD OF DIRECTORS**

**December 10, 2020 – 3:30 o'clock p.m.  
Meeting Held via Teleconference**

A Regular Meeting of the Board of Directors of Tri-City Healthcare District was held via teleconference at 3:30 p.m. on December 10, 2020.

The following Directors constituting a quorum of the Board of Directors were present via teleconference:

Director Rocky J. Chavez  
Director Nina Chaya, M.D.  
Director George W. Coulter  
Director Gigi S. Gleason  
Director Leigh Anne Grass  
Director Adela I. Sanchez  
Director Tracy M. Younger

Also present were:

Steven Dietlin, Chief Executive Officer  
Scott Livingstone, Chief Operations Officer  
Candice Parras, Chief, Patient Care Services  
Ray Rivas, Chief Financial Officer  
Dr. Gene Ma, Chief Medical Officer  
Roger Cortez, Chief Compliance Officer  
Susan Bond, General Counsel  
Dr. Mark Yamanaka, Chief of Staff  
Jeffrey Scott, Board Counsel  
Teri Donnellan, Executive Assistant  
Richard Crooks, Executive Protection Agent

1. The Board Chairperson, Leigh Anne Grass, called the meeting to order at 3:35 p.m. via teleconference with attendance as listed above.

2. Approval of Agenda

**It was moved by Director Chavez to approve the agenda as presented. Director Younger seconded the motion. The motion passed unanimously (7-0) via roll call vote.**

3. Pledge of Allegiance

Director Younger led the Pledge of Allegiance.

4. Public Comments – Announcement

Chairperson Grass read the Public Comments section listed on the December 10, 2020 Regular Board of Directors Meeting Agenda.

Kathy Cronce, RN requested to speak under Item No. 10, Comments from Members of the Public.

5. Welcome and Introduction of Newly Elected Board Members

- 1) Nina Chaya, MD
- 2) Gigi S. Gleason
- 3 Adela I. Sanchez, RN

Chairperson Grass welcomed newly elected Board members, Dr. Nina Chaya, Gigi Gleason and Adela Sanchez.

6. October, 2020 Financial Statement Results – Mr. Ray Rivas, Chief Financial Officer

Mr. Rivas reported on the fiscal year to date financials as follows (Dollars in Thousands):

- Net Operating Revenue – \$103,407
- Operating Expense - \$109,562
- EBITDA - \$2,264
- EROE – (\$2,835)

Mr. Rivas reported on the fiscal year to date Key Indicators as follows:

- Average Daily Census – 144
- Adjusted Patient Days – 32,036
- Surgery Cases – 1,911
- ED Visits – 14,705

Mr. Rivas also reported on the current month financials as follows (Dollars in Thousands):

- Net Operating Revenue – \$28,547
- Operating Expense - \$29,023
- EBITDA – \$1,738
- EROE – \$508

Mr. Rivas reported on current month Key Indicators as follows:

- Average Daily Census – 142
- Adjusted Patient Days – 7,772
- Surgery Cases – 535
- ED Visits – 3,661
  
- Net Patient Accounts Receivable - \$36.2
- Days in Net A/R – 51.3

There were no questions or comments by Board members.

6. New Business –

- a) Consideration and possible action to elect Board of Director Officers for calendar year 2021:



Chairperson Grass stated it was her pleasure to serve as Board Chairperson for the past two years and now it is time for others to have the same opportunity.

Chairperson Grass explained the nomination process which could include a slate of officers or individual officers.

**It was moved by Director Younger to approve the following slate of officers.**

- **Board Chairperson – Director Rocky J. Chavez**
- **Board Vice Chair – Director Leigh Anne Grass**
- **Board Secretary – Director Tracy Younger**

**Director Chavez seconded the motion.**

Director Younger's slate did not include the remaining offices. Chairperson Grass opened the floor for other nominations. Hearing none, Chairperson Grass called for the vote.

**The vote on the motion via a roll call vote was as follows:**

<b>AYES:</b>	<b>Directors:</b>	<b>Chavez, Chaya, Coulter, Gleason, Grass, Sanchez and Younger</b>
<b>NOES:</b>	<b>Directors:</b>	<b>None</b>
<b>ABSTAIN:</b>	<b>Directors:</b>	<b>None</b>
<b>ABSENT:</b>	<b>Directors:</b>	<b>None</b>

**It was moved by Director Chavez to approve the remaining Board seats.**

- **Board Treasurer – Director Adela Sanchez**
- **Board Assistant Secretary – Director George Coulter**
- **Board Member at Large – Director Nina Chaya, M.D.**

**Director Younger seconded the motion.**

Chairperson Grass opened the floor for other nominations. Hearing none, Chairperson Grass called for the vote.

**The vote on the motion via a roll call vote was as follows:**

<b>AYES:</b>	<b>Directors:</b>	<b>Chavez, Chaya, Coulter, Gleason, Grass, Sanchez and Younger</b>
<b>NOES:</b>	<b>Directors:</b>	<b>None</b>
<b>ABSTAIN:</b>	<b>Directors:</b>	<b>None</b>
<b>ABSENT:</b>	<b>Directors:</b>	<b>None</b>

Chairperson Grass congratulated Board members on their appointment for 2021 as follows:

- **Chairperson – Director Rocky J. Chavez**
- **Vice Chairperson – Director Leigh Anne Grass**
- **Secretary – Director – Tracy M. Younger**
- **Treasurer – Director Adela I. Sanchez**

- Assistant Secretary – Director George W. Coulter
- Assistant Treasurer – Director Gigi S. Gleason
- Board Member at Large – Director Nina Chaya, M.D.

b) Consideration of proposed 2021 Board Meeting Schedule

**It was moved by Director Chavez to approve the proposed 2021 Board Meeting Schedule. Director Younger seconded the motion.**

**The vote on the motion via a roll call vote was as follows:**

<b>AYES:</b>	<b>Directors:</b>	<b>Chavez, Chaya, Coulter, Gleason, Grass, Sanchez and Younger</b>
<b>NOES:</b>	<b>Directors:</b>	<b>None</b>
<b>ABSTAIN:</b>	<b>Directors:</b>	<b>None</b>
<b>ABSENT:</b>	<b>Directors:</b>	<b>None</b>

c) Consideration of Board Member Stipend.

Board Counsel Jeff Scott reported earlier this year the Board voted to suspend Board member stipends in light of the COVID-19 pandemic. Chairperson Grass further explained this decision was made not only due to COVID but the lack of surgical elective procedures and suspending the stipends was the Board's way of giving something back. However there is a new Board in place and the decision of the prior Board should be re-evaluated. Director Younger suggested the stipend be re-instated however give Board members the ability to donate their stipend(s) to the Foundation.

**It was moved by Director Younger that Board member stipends be reinstated with Board Members having the ability to donate their stipend(s) to the Foundation if they so desire. Director Chavez seconded the motion.**

**The vote on the motion via a roll call vote was as follows:**

<b>AYES:</b>	<b>Directors:</b>	<b>Chavez, Chaya, Coulter, Gleason, Grass, Sanchez and Younger</b>
<b>NOES:</b>	<b>Directors:</b>	<b>None</b>
<b>ABSTAIN:</b>	<b>Directors:</b>	<b>None</b>
<b>ABSENT:</b>	<b>Directors:</b>	<b>None</b>

7. Old Business – None

8. Chief of Staff

a) Consideration of November 2020 Credentialing Actions Involving the Medical Staff as recommended by the Medical Executive Committee on November 23, 2020.

Dr. Yamanaka reported there were no additions or corrections to the Credentials as presented.

**It was moved by Director Chavez to approve the November 2020 Credentialing Actions Involving the Medical Staff as recommended by the Medical Executive Committee on November 23, 2020. Director Gleason seconded the motion.**

**The vote on the motion via a roll call vote was as follows:**

<b>AYES:</b>	<b>Directors:</b>	<b>Chavez, Chaya, Coulter, Gleason, Grass, Sanchez and Younger</b>
<b>NOES:</b>	<b>Directors:</b>	<b>None</b>
<b>ABSTAIN:</b>	<b>Directors:</b>	<b>None</b>
<b>ABSENT:</b>	<b>Directors:</b>	<b>None</b>

9. Consideration of Consent Calendar

**It was moved by Director Coulter to approve the Consent Agenda. Director Chavez seconded the motion.**

**The vote on the motion via a roll call vote was as follows:**

<b>AYES:</b>	<b>Directors:</b>	<b>Chavez, Chaya, Coulter, Gleason, Grass, Sanchez and Younger</b>
<b>NOES:</b>	<b>Directors:</b>	<b>None</b>
<b>ABSTAIN:</b>	<b>Directors:</b>	<b>None</b>
<b>ABSENT:</b>	<b>Directors:</b>	<b>None</b>

10. Discussion of items pulled from Consent Calendar

There were no items pulled from the Consent Calendar.

11. Comments by Members of the Public

Chairperson Grass recognized Kathy Cronce, RN, and Chair of the Clinical Practice Counsel.

Ms. Cronce congratulated and welcomed newly elected board members. She commented on the importance of ensuring adequate support staff in these challenging times and the fact that nurses are our most valuable asset.

On behalf of the Board of Directors, Chairperson Grass expressed her appreciation to all the nurses each and every day.

12. Comments by Chief Executive Officer

Mr. Steve Dietlin, CEO thanked Ms. Cronce for her comments.

Mr. Dietlin provided a brief update on COVID-19. He stated Tri-City has treated over 500 COVID positive inpatients with clinical outcomes being very good. In addition the mortality rate is well below the regional, state and local levels.

Recently there has been an increase in COVID-19 inpatients to 58. In San Diego the positive COVID-19 patients county-wide is up to 949 today.

From a testing perspective Mr. Dietlin reported Tri-City has multiple testing platforms and our priority is to ensure we have capacity for any healthcare workers and patients and ensure our team members feel very safe.

Mr. Dietlin reported we are registered to receive the Pfizer vaccine directly from the vendor which is expected in the days to come. Mr. Dietlin explained the need for an ultra-low temperature (ULT) freezer is necessary for the Pfizer vaccine and congratulated staff for thinking ahead and getting the freezer in place prior to arrival of the vaccine. Mr. Dietlin stated it is a priority to make the vaccine available to all our frontline workers which includes physicians, nurses and ancillary team members.

In closing, Mr. Dietlin welcomed new Board members Dr. Chaya, Gigi Gleason and Adela Sanchez. He also congratulated Board Members on their new appointments and expressed appreciation to Director Grass for her exemplary service as our Board Chairperson over the last two years.

### 13. Board Communications

Director Chaya stated she feels honored and privileged to be sitting on the Board. She expressed her appreciation to nurses and ancillary staff for their hard work during this pandemic.

Director Gleason stated on a personal note she recently spent a month in our hospital and is extremely grateful to have Tri-City as her hospital. She stated our community needs to be aware of how exceptional everyone is at Tri-City. In closing she stated she is extremely proud to be a part of the Board of Directors.

Director Sanchez stated she is very happy to be part of Tri-City in her new role as a Board member and sharing experiences as a front line worker.

Director Coulter congratulated everyone for keeping this great hospital great!

Director Younger welcomed all the new Board members. She sent a heartfelt thank-you to Chairperson Grass for her leadership and congratulated Director Chavez on his appointment to Chairperson.

Director Chavez welcomed Directors Chaya, Sanchez and Gleason. Director Chavez also commented on Chairperson's Grass leadership and stated her calm and steady leadership changed the image of Tri-City Medical Center. He also commented on Chairperson Grass's role in finding a solution to the Behavioral Health issue.

Director Chavez also expressed his appreciation to the doctors and nurses for their exemplary service and encouraged them to take care of themselves during these stressful times.

In closing Director Chavez encouraged everyone during this holiday season to take time to reflect on 2020 and how we got through it and look forward to 2021.

### 14. Report from Chairperson

Chairperson Grass welcomed Dr. Chaya, Sanchez and Gleason and extended her congratulations to the new Chairperson, Rocky Chavez. Chairperson Grass also

commented on Director Chavez's role in Sacramento, relative to Behavioral Health, and opening the doors for her to get word out to those that needed to hear it.

Chairperson Grass expressed her appreciation to nurses, physicians and ancillary staff for their dedication and service during these difficult times. She stated Tri-City is truly quite the place to be if you find yourself ill and compared it to "neighbors taking care of neighbors".

In closing Chairperson Grass wished happy holidays to everyone and to stay well and be safe.

15. Move to adjourn

**It was moved by Director Chavez and seconded by Director Coulter to adjourn the meeting. The motion passed unanimously (7-0) by a roll call vote.**

16. There being no further business Chairperson Grass adjourned the meeting at 4:20 p.m.

\_\_\_\_\_  
Rocky J. Chavez, Chairperson

ATTEST:

\_\_\_\_\_  
Tracy M. Younger, Secretary

**TRI-CITY HEALTHCARE DISTRICT  
MINUTES FOR A SPECIAL MEETING  
OF THE BOARD OF DIRECTORS**

**January 18, 2021 – 2:00 o'clock p.m.  
Via Teleconference**

A Special Meeting of the Board of Directors of Tri-City Healthcare District was held via teleconference at 2:00 p.m. on January 18, 2021.

The following Directors constituting a quorum of the Board of Directors were present via teleconference:

Director Rocky Chavez  
Director Nina Chaya, M.D.  
Director George Coulter  
Director Gigi Gleason  
Director Leigh Anne Grass  
Director Adela Sanchez  
Director Tracy Younger

Also present were:

Steve Dietlin, Chief Executive Officer  
Jeff Scott, Board Counsel  
Teri Donnellan, Executive Assistant  
Rick Crooks, Executive Protection Agent

1. The Board Chairperson, Director Chavez, called the meeting to order at 2:00 p.m. via teleconference with attendance as listed above.

2. Public Comments – Announcement

Chairperson Grass read the Public Comments section listed on the Board Agenda. There were no public comments.

3. Approval of agenda.

**It was moved by Director Younger to approve the agenda as presented. Director Coulter seconded the motion. The motion passed unanimously (7-0) by a roll call vote.**

4. New Business

a) Board of Director's Workshop for the purpose of Board Orientation

A. **History of Healthcare Districts and Healthcare District Law**

1. History of California Healthcare Districts

B. **Role as a Board Member and Relationship with Staff**

1. The Prudent Judgement Rule

2. Role of Board Members with Management and staff

C. **Brown Act, Conflicts of Interest**

1. Brown Act Essentials

2. Brown Act – A Trap for the Unwary
3. Conflicts of Interest & Code Adoption and When Board members need to step aside

**D. Ethics and Harassment Training and Rosenberg's Rules**

1. Ethics and Harassment Training Options
2. Rosenberg's Rules of Order

Board Counsel Jeff Scott presented an in-depth educational orientation session for Board members which included information on the following:

- History of Healthcare Districts and Healthcare District Law
- Role as a Board Member and Relationship with Staff
- Brown Act, Conflicts of Interest
- Ethics and Harassment Training and Rosenberg's Rules

*Mr. Scott's PowerPoint presentations will be attached to the file copy of these minutes for reference.*

Mr. Scott also noted additional information on the above topics can be found via the search engine on the internet.

**E. Additional Questions from Board Members**

Mr. Scott opened the floor for additional questions from Board Members. Mr. Chavez requested information related to Public Records requests. Mr. Scott provided information relative to potential Public Records requests.

In closing Mr. Scott requested that the Board familiarize themselves with the Board Policies and Board Bylaws which can be found in the Board Portal.

**4. Adjournment**

**It was moved by Director Younger and seconded by Director Coulter to adjourn the meeting at 3:51 p.m. The motion passed unanimously (7-0) by a roll call vote.**

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Rocky J. Chavez  
Chairperson

ATTEST:

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Tracy M. Younger  
Secretary



Financial Information

TCMC Days in Accounts Receivable (A/R)

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	C/M YTD Avg	Goal Range
FY21	51.1	50.9	52.7	50.7	50.9	50.7							51.2	48-52
FY20	52.8	56.4	59.2	61.2	61.9	62.6	61.5	58.7	53.1	50.5	56.4	55.3	59.0	

TCMC Days in Accounts Payable (A/P)

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	C/M YTD Avg	Goal Range
FY21	107.1	103.1	101.1	99.6	99.6	92.7							100.5	75-100
FY20	93.0	89.9	90.8	98.4	92.8	85.5	88.5	94.3	88.9	97.3	105.5	108.0	91.7	

TCHD EROE \$ in Thousands (Excess Revenue over Expenses)

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	C/M YTD	C/M YTD Budget
FY21	(\$1,489)	(\$923)	(\$930)	\$508	(\$175)	(\$881)							(\$3,891)	(\$8,903)
FY20	(\$476)	(\$494)	(\$759)	(\$311)	(\$1,036)	(\$1,040)	(\$860)	(\$735)	(\$4,467)	\$1,921	(\$2,982)	\$170	(\$4,115)	

TCHD EROE % of Total Operating Revenue

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	C/M YTD	C/M YTD Budget
FY21	-6.12%	-3.74%	-3.60%	1.78%	-0.64%	-3.12%							-2.45%	-5.93%
FY20	-1.65%	-1.66%	-2.71%	-1.08%	-3.91%	-3.75%	-2.85%	-2.69%	-17.32%	9.94%	-14.31%	0.69%	-2.43%	





Financial Information

TCHD EBITDA \$ in Thousands (Earnings before Interest, Taxes, Depreciation and Amortization)

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	C/M YTD	C/M YTD Budget
FY21	(\$191)	\$291	\$302	\$1,738	\$879	\$332							\$3,351	\$ (1,854)
FY20	\$686	\$681	\$412	\$683	\$62	\$128	\$367	\$551	(\$3,164)	\$3,159	(\$1,774)	\$1,383	\$2,653	

TCHD EBITDA % of Total Operating Revenue

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	C/M YTD	C/M YTD Budget
FY21	-0.78%	1.18%	1.17%	6.09%	3.22%	1.18%							2.11%	-1.23%
FY20	2.38%	2.30%	1.47%	2.36%	0.24%	0.46%	1.22%	2.02%	-12.27%	16.35%	-8.51%	5.59%	1.56%	

TCMC Paid FTE (Full-Time Equivalent) per Adjusted Occupied Bed

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	C/M YTD	C/M YTD Budget
FY21	5.38	5.66	5.40	5.87	5.25	5.75							5.55	6.51
FY20	7.04	6.80	6.21	6.90	6.58	6.44	6.71	6.82	7.02	7.27	5.61	5.51	6.65	

TCHD Liquidity \$ in Millions (Cash + Available Revolving Line of Credit)

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun		
FY21	\$59.5	\$57.4	\$83.5	\$76.9	\$71.3	\$68.5								
FY20	\$52.4	\$44.8	\$43.7	\$45.6	\$38.2	\$31.9	\$35.2	\$35.8	\$34.8	\$51.2	\$62.3	\$60.4		

Building Operating Leases  
 Month Ending December 31, 2020

Lessor	Sq. Ft.	Base Rate per Sq. Ft.	Total Rent per current month	Lease Term		Services & Location	Cost Center
				Beginning	Ending		
6121 Paseo Del Norte, LLC 6128 Paseo Del Norte, Suite 180 Carlsbad, CA 92011 V#83024	Approx 9,552	\$3.59 (a)	49,548.57	07/01/17	06/30/27	OSNC - Carlsbad 6121 Paseo Del Norte, Suite 200 Carlsbad, CA 92011	7095
Cardiff Investments LLC 2729 Ocean St Carlsbad, CA 92008 V#83204	Approx 10,218	\$2.58 (a)	35,388.70	07/01/17	06/30/22	OSNC - Oceanside 3905 Waring Road Oceanside, CA 92056	7095
Creek View Medical Assoc 1926 Via Centre Dr. Suite A Vista, CA 92081 V#81981	Approx 6,200	\$2.70 (a)	19,810.00	07/01/20	06/30/25	PCP Clinic Vista 1926 Via Centre Drive, Ste A Vista, CA 92081	7090
CreekView Orhopaedic Bldg, LLC 1958 Via Centre Drive Vista, Ca 92081 V#83025	Approx 4,995	\$2.50 (a)	19,894.94	07/01/17	06/30/22	OSNC - Vista 1958 Via Centre Drive Vista, Ca 92081	7095
JDS FINCO LLC 499 N EL Camino Real Encinitas, CA 92024 V#83694	Approx 2,460	\$2.15 (a)	7,011.00	04/01/20	03/31/21	La Costa Urology 3907 Waring Road, Suite 4 Oceanside, CA 92056	7082
Melrose Plaza Complex, LP c/o Five K Management, Inc. P O Box 2522 La Jolla, CA 92038 V#43849	Approx 7,347	\$1.35 (a)	10,707.03	07/01/16	06/30/21	Outpatient Behavioral Health 510 West Vista Way Vista, Ca 92083	7320
OPS Enterprises, LLC 3617 Vista Way, Bldg. 5 Oceanside, Ca 92056 #V81250	Approx 7,000	\$4.12 (a)	37,908.00	10/01/12	10/01/22	North County Oncology Medical Clinic 3617 Vista Way, Bldg 5 Oceanside, Ca 92056	7086
SCRIPPSVIEW MEDICAL ASSOCIATES P O Box 234296 Encinitas, CA 234296 V#83589	Approx 3,864	\$3.45 (a)	13,356.32	08/08/19	05/31/21	OSNC Encinitas Medical Center 351 Santa Fe Drive, Suite 351 Encinitas, CA 92023	7095
TCMC, A Joint Venture 3231 Waring Court, Suit D Oceanside, CA 92056 V#83685	Approx 1,444	\$2.59 (a)	3,754.00	02/01/20	12/31/20	Pulmonary Specialists of NC 3231 Waring Court Suit D Oceanside, CA 92056	7088
<b>Total</b>			<b>\$ 197,378.56</b>				

(a) Total Rent includes Base Rent plus property taxes, association fees, Insurance, CAM expenses, etc.



Education & Travel Expense
Month Ending December 2020

Table with columns: Cost Centers, Description, Invoice #, Amount, Vendor #, Attendees. Lists various medical education and travel expenses with corresponding amounts and attendees.

\*\*This report shows reimbursements to employees and Board members in the Education & Travel expense category in excess of \$100.00.

\*\*Detailed backup is available from the Finance department upon request.