

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

**April 24, 2014 - 1:30 o'clock p.m.
Classroom 6 - Eugene L. Geil Pavilion
Open Session – Assembly Rooms 1, 2, 3
4002 Vista Way, Oceanside, CA 92056**

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		
3	Public Comments – Announcement Members of the public may address the Board regarding any item listed on the Closed Session portion of the Agenda. Per Board Policy 10-018, members of the public may have three minutes, individually, to address the Board of Directors.	3 min.	Standard
4	Oral Announcement of Items to be Discussed During Closed Session (Government Code Section 54957.7)		
5	Motion to go into Closed Session		
6	Closed Session	2 Hours	
	a. Conference with Legal Counsel – Existing Litigation (Gov. Code Section 54956.9(d)1 1. Medical Acquisitions Company vs. TCHD Case No: 2014-00009108		
	b. Hearings on Reports of the Hospital Medical Audit or Quality Assurance Committees (Authority: Health & Safety Code, Section 32155)		
	c. Approval of prior Closed Session Minutes		
	d. Conference with Legal Counsel – Potential Litigation Gov. Code Section 54956.9(d) (6 Matters)		
	e. Consideration of appointment of Public Employee: Chief Executive Officer (Authority: Government Code, Section 54957)		
	f. Public Employee Performance Evaluation Title: Matthew Soskins, Compliance Officer (Authority: Government Code, Section 54957)		

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.

	Agenda Item	Time Allotted	Requestor
7	Motion to go into Open Session		
8	Open Session		
	<i>Open Session – Assembly Room 3 – Eugene L. Geil Pavilion (Lower Level) and Facilities Conference Room – 3:30 p.m.</i>		
9	Report from Chairperson on any action taken in Closed Session (Authority: Government Code, Section 54957.1)		
10	Roll Call / Pledge of Allegiance	3 min.	Standard
11	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 10-018, 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
12	Community Activity Reports – a. Team Jeremy – TCMC Spokesman Jeremy McGhee – Journey to Molokai 2 Oahu Paddleboard Lager b. Emergency Preparedness Update – Craig Lawyer, Environment of Care and Safety Officer	10 min. 15 min.	Chair Chair
13	Special Presentations a. Certificate of Appreciation to Ira Landis for his four years of service on the Audit Compliance & Ethics Committee	5 min.	Chair/ Director Finnila
14	Report from TCHD Auxiliary – Connie Jones, President	5 min.	Standard
15	Report from Chief Executive Officer	10 min.	Standard
16	Report from Chief Financial Officer	10 min.	Standard
17	New Business		
	a. Consideration of Board of Director Committee Charters: <ul style="list-style-type: none"> ➤ Audit, Compliance & Ethics Committee ➤ Employee Fiduciary Subcommittee ➤ Finance, Operations & Planning Committee ➤ Governance & Legislative Committee ➤ Human Resources Committee ➤ Professional Affairs Committee 	10 min.	Committee Chairs
	b. Consideration of Medical Staff Recruitment Agreement with Dr. Erman Wei, Internal Medicine commencing approximately August 1, 2014, at a total cost not to exceed \$415,000 over two years.	5 min.	FO&P Comm.
	c. Approval of a renewal of agreement with Dr. Scott Worman, IT Physician Liaison for 26 months commencing May 1, 2014 through June 30, 2016, not to exceed an average of 50 hours per month or 600 hours annually, at an hourly rate of \$135.00 for an annual amount of \$81,000 and a total expense for the term of \$175,500.	5 min.	FO&P Comm.

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	d. Approval of standard contract language for the following: <ul style="list-style-type: none"> ➤ Physician Recruitment Agreement ➤ Secured Promissory Note ➤ Security Agreement ➤ Medical Director Agreement ➤ Medical Staff Leadership Agreement ➤ Physician Consulting Agreement ➤ On-Call Guidelines ➤ Medical Office Sublease ➤ Clinical Studies Agreement ➤ Patient Transfer Agreement ➤ HIPAA Business Associate Addendum ➤ Institute Co-Management Agreement 	10 min.	FO&P Comm.
18	Old Business <ul style="list-style-type: none"> a. Consideration to implement a 6-month pilot program wherein the Finance, Operations & Planning Committee agenda will post as a potential Board meeting to allow limited participation by all Board members 	5 min.	Chair
19	Chief of Staff <ul style="list-style-type: none"> a. Consideration of April 2014 Credentialing Actions Involving the Medical Staff – New Appointments Only 	5 min.	Standard
20	Consideration of Consent Calendar <ul style="list-style-type: none"> (1) Medical Staff Credentials for April, 2014 (2) Medical Staff Recommendations <ul style="list-style-type: none"> A. Medical Staff Policies: <ol style="list-style-type: none"> 1. Division of Cardiology Rules & Regulations 2. Division of Pulmonary Rules & Regulations (3) Medical Executive Committee Summary Minutes – Informational Only <ul style="list-style-type: none"> ➤ February 24, 2014 ➤ March 24, 2014 (4) Board Committees <ul style="list-style-type: none"> (1) All Committee Chairs will make an oral report to the Board regarding items being recommended if listed as New Business or pulled from Consent Calendar. (2) All items listed were recommended by the Committee. (3) Requested items to be pulled <u>require a second.</u> A. Human Resources Committee <ul style="list-style-type: none"> Director Kellett, Committee Chair Open Community Seats - 0 (Committee minutes included in Board Agenda packets for informational purposes.) 1. Approval of Administrative Policy #8610-408 – Absences and Tardiness 2. Approval of new Administrative Policy – Terminating Process for Employees 	5 min.	Standard HR Comm.

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	<p>B. Employee Fiduciary Retirement Subcommittee Director Kellett, Subcommittee Chair Open Community Seats - 0 (Committee minutes included in Board Agenda packets for informational purposes.)</p> <p>C. Community Healthcare Alliance Committee Director Nygaard, Committee Chair Open Community Seats - 0 (Committee minutes included in Board Agenda packets for informational purposes)</p> <p>D. Finance, Operations & Planning Committee Director Dagostino, Committee Chair Open Community Seats - 0 (Committee minutes included in Board Agenda packets for informational purposes.)</p> <ol style="list-style-type: none"> 1. Approval of renewal of agreement with Key Healthcare Consulting, LLC for charge entry services commencing on March 15, 2014 through March 14, 2017, with an annual cost not to exceed \$285,500 and \$856,500 for the term of the contract. 2. Approval of renewal of agreement with Dr. Howard Richmond, Chair of the Physician Well-Being Committee for a term of 24 months commencing on July 1, 2014 through June 30, 2016, not to exceed an annual cost of \$36,000 and \$72,000 for the term of the contract. 3. Approval of renewal of agreement with Dr. Marcus Contardo, Chair of the Professional Behavior Committee for a term of 12 months commencing July 1, 2014 through June 30, 2015, not to exceed a total of \$60,000 for the term of the contract. 4. Approval of an amendment (rate increase) to the Medical Provider Agreement with Rady Children’s Specialist Group in an amount of \$320.00 per month for the remainder of the agreement term of seven months commencing April 1, 2014 through October 31, 2014, not to exceed a monthly total of \$2,000 and total for the contract term of \$14,000. 5. Approval of an amendment to the current agreement with RNFAs and PAs to reflect a pay rate of 14% of Medicare rate for C/Section assist for Medi-Cal patients, and \$84,240 for OB on call stipend commencing on April 1, 2014 through June 30, 2016, not to exceed an annual amount of \$126,250 per year or \$284,062 for the term of the agreement. 6. Approval of an agreement with CortiCare for continuous EEG monitoring for NICU patients for a term of 26 months commencing on May 1, 2014 through June 30, 2016, not to exceed an annual amount of \$46,080 and a total expense for the term of \$99,840. 		<p>Emp. Fid. Subcomm.</p> <p>CHAC Comm.</p> <p>FO&P Comm.</p>

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	<p>7. Approval of an agreement with Neogenomics Laboratories for a term of 36 months, commencing July 1, 2014 through June 30, 2017, not to exceed an annual amount of \$125,000 and a total expense for the term of \$375,000.</p> <p>8. Approval of an agreement with BKM Officeworks for replacement of cafeteria furniture for a quoted amount of \$74,665.37 and an agreement with A-Team Contractors for repainting of the cafeteria for a quoted amount of \$9,200.00 for a combined total of \$83,865.37.</p> <p>9. Approval of renewal of an agreement with Dr. Richard Smith, Infection Control Practitioner for an additional term of 26 months commencing May 1, 2014 through June 30, 2016, at an average of 30 hours per month, not to exceed 360 hours annually at an hourly rate \$176.00 for an annual amount of \$63,360 and a total for the term of \$137,280.</p> <p>10. Approval of an agreement with Dr James Kennedy (VP-MA Health Solutions) for ICD-10 physician education and training for a term of 25 months commencing June 1, 2014 through June 30, 2016 not to exceed a total of \$60,250 for the term of the agreement.</p> <p>11. Approval of renewal of agreement with Dr. Janet Whitney, Inpatient Wound Care for a term of 15 months, commencing April 1, 2014 through June 30, 2015, not to exceed 288 hours annually, at an hourly rate of \$148.00 for an annual amount of \$42,624 and a total of \$53,280 for the term of the agreement.</p> <p>E. Professional Affairs Committee Director Reno, Committee Chair (Committee minutes included in Board Agenda packets for informational purposes)</p> <p>1. Patient Care Services Policies & Procedures</p> <ul style="list-style-type: none"> a. Activated Clotting Time Testing by Medtronic– Procedure b. Advanced Care Technicians Shift Routines - Procedure c. Aminsure Placental Alpha Microglobuin (PAMG1) Test of Fetal Membranes (ROM) – Procedure d. Code STEMI- Procedure e. Insulin Therapy Administration– Procedure f. Safe Surrender – Policy g. Physicians Orders – Policy h. Quality Control Procedure for POC Waived Testing – Procedure <p>2. Administrative Policies & Procedures</p> <ul style="list-style-type: none"> a. Administrator on Call # 281 b. Cellular Phones & Other Electronic Devices – Policy <p>3. Unit Specific</p> <ul style="list-style-type: none"> 1. Pharmacy & Therapeutics Committee – Policy 2. Rehabilitation Services Policy Manual – Oceanside <ul style="list-style-type: none"> a. Emergency – Outpatient Services - #1516 		PAC Comm.

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<p>b. Patient Disaster Plan - #1517 c. Fire Plan OP Rehab Services - #1518 d. Outpatient Fire & Internal Disaster Procedure – #1519</p> <p>3. Rehabilitation Services – Oceanside Location - Vista a. Outpatient Disaster Plan - #1512 b. Emergency Care Outpatient Services - #1513 c. Fire Plan For OP Rehab Services - #1514 d. Outpatient Fire & Internal Disaster Procedure - #1515</p> <p>F. Governance & Legislative Committee Director Schallock, Committee Chair Open Community Seats - 1 (Committee minutes included in Board Agenda packets for informational purposes)</p> <p>1. Approval of amended Board Policies:</p> <ul style="list-style-type: none"> ➤ 14-001 – Budget for Medical Equipment or Medical Services for Tri-City Healthcare District ➤ 14-002 – Consent Calendar for the Board of Directors ➤ 14-006 – Board of Director Meeting Minutes ➤ 14-007 – Use of Board Committee Minutes at Meetings of Board of Directors ➤ 14-008 - Records Retention and Destruction ➤ 14-009 - Requests for Information or Assistance by Board Members ➤ 14-010 - Board Meeting Agenda Development, Efficiency of and Time Limits for Board Meetings, Role and Powers of Chairperson ➤ 14-011 – Placement of Items on Committee Agendas ➤ 14-012 – Board of Directors Self-Evaluation ➤ 14-018 – Public Comments at the Tri-City Healthcare District Board of Directors Meetings/Committee Meetings ➤ 14-019 – Use of Teleconferencing for Board Meetings ➤ 14-020 – Business Expense Reimbursement; Ethics Training ➤ 14-021 – Use of Legal Counsel by Members of the Board of Directors ➤ 14-022 – Maintenance of Confidentiality by Directors and Committee Members ➤ 14-023 – Responsibility for Decision-making on Legal Matters ➤ 14-024 – Distribution of Documents at Public Meetings ➤ 14-026 – Requests for Inspection of Public Records ➤ 14-028 – Authorizing Directors to Represent the District in Advocacy ➤ 14-029 – Protest or Demonstration on District Property Outside of Public Meetings ➤ 14-030 – Government Claims Act Policy: Claims Presentation ➤ 14-031 – Members on Board Committees’ Conflicts of Interest ➤ 14-035 – Filling Board Vacancies ➤ 14-037 – CEO Succession Planning Policy ➤ 14-038 – Medical Staff Liability Insurance Requirements (Joint Policy with MEC) 		<p>Gov. & Leg. Comm.</p>

	Agenda Item	Time Allotted	Requestor
	<ul style="list-style-type: none"> ➤ 14-039 – Comprehensive Code of Conduct ➤ 14-040 – Activities for Which Board Compensation is Available ➤ 14-041 – Board Policy on Public Information ➤ 14-042 – Duties of the Board of Directors ➤ 14-043 – External Organization Usage of Assembly Rooms, Classrooms and Conference Rooms ➤ 14-044 – Distribution of Tickets and Passes to District-Sponsored or Controlled Events and Donated Tickets and Passes <p>2. Approval of Amendments to THCD Bylaws for the Board of Directors</p> <p>G. Audit & Compliance Committee Director Finnila, Committee Chair Open Community Seats – 1 (Committee minutes included in Board Agenda packets for informational purposes)</p> <p>(5) Minutes – Approval of</p> <ul style="list-style-type: none"> a) March 27, 2014 - Regular Board of Directors Meeting b) April 8, 2014 - Special Board of Directors Meeting c) April 9, 2014 – Adjourned Special Board of Directors Meeting d) April 10, 2014 – Adjourned Special Board of Directors Meeting <p>(6) Meetings and Conferences – none</p> <p>(7) Dues and Memberships:</p> <ul style="list-style-type: none"> a) Healthcare Compliance Association - \$295.00/person 		Audit, Comp. & Ethics Comm. Standard
21	Discussion of Items Pulled from Consent Agenda	10 min.	Standard
22	Reports (Discussion by exception only) <ul style="list-style-type: none"> (a) Construction Report – None (b) Lease Report – (March, 2014) (c) Reimbursement Disclosure Report - (March, 2014) (d) Seminar/Conference Reports - None <ul style="list-style-type: none"> 1. ACHD Legislative Days – Reports by Director James Dagostino and Director Nygaard 	0-5 min.	Standard
23	Legislative Update	5 min.	Standard
24	Comments by Members of the Public NOTE: Per Board Policy 10-018, members of the public may have three (3) minutes, individually, to address the Board.	5-10 minutes	Standard
25	Board Communications (three minutes per Board member)	18 min.	Standard
26	Report from Chairperson	3 min.	Standard
27	Additional Comments by Chief Executive Officer	3 min.	Standard
	Total Time Budgeted for Open Session (Includes 10 minutes for recess to accommodate KOCT tape change)	2 hrs./ 40 min.	

	Agenda Item	Time Allotted	Requestor
28	Oral Announcement of Items to be Discussed During Closed Session (If Needed)		
29	Motion to Return to Closed Session (If Needed)		
30	Open Session		
31	Report from Chairperson on any action taken in Closed Session (Authority: Government Code, Section 54957.1) – (If Needed)		
32	Adjournment		