



September 15, 2022 Board Packet Table of Contents

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Human Resources Committee Meeting
Thursday, September 15, 2022, 1:00 p.m.

Microsoft Teams meeting

Join on your computer or mobile app

[Click here to join the meeting](#)

Or call in (audio only)

+1 951-384-1117,,375206292# United States, Riverside

Phone Conference ID: 375 206 292#

Members:	Kieth Burkart, President	Barry Smart, Committee Member
	Mark Turner, Chief Executive Officer	Don Larsen, Committee Member
	Terry Peña, Chief Operating Officer	Julie Atwood, Director of Human Resources
	Bob Bailey, Community Member	

OPEN SESSION

1:00 p.m.

CALL TO ORDER

Kieth Burkart, Committee Chairperson

PREVIOUS MINUTES

Kieth Burkart, President
 Action Probable

PUBLIC COMMENTS

Government Code
 Section 54954.3 Sections A & B

The public has the right to address the legislative body on any item of interest to the public.
 A time restraint may be implemented at the discretion of the Committee Chairperson.

AGENDA ITEMS

- | | |
|-------------------------------|--|
| 1. Board Self-Assessment Form | Julie Atwood, Director of Human Resources
Action Possible |
|-------------------------------|--|

ADJOURNMENT

San Bernardino Mountains Community Hospital Human Resource Committee Meetings

Attendance Matrix - 2022

Committee Members	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Kieth Burkart	F A C I L I T I E S	M A R K E T I N G	√	F A C I L I T I E S	M A R K E T I N G	√	F A C I L I T I E S	M A R K E T I N G		F A C I L I T I E S	M A R K E T I N G	D A R K
Barry Smart			√			A						
Julie Atwood			√			√						
Terry Peña			√			√						
Mark Turner			√			√						
Bob Bailey			A			A			—			
Don Larsen			√			√						
Comment:												
	√	Present			E	Excused			A	Absent		

TOPIC	DISCUSSION/CONCLUSION/RECOMMENDATION	ACTION/FOLLOW-UP
<p>1.0 Members Present:</p> <p>Absent:</p> <p>Recording Secretary:</p> <p>Guests:</p>	<p>Keith Burkart, Committee Chairperson Mark Turner, Chief Executive Officer Terry Peña, Chief Operating Officer/Chief Nursing Officer Julie Atwood, Human Resource Director Don Larsen, Community Member</p> <p>Barry Smart, Committee Member Bob Baily, Community Member</p> <p>Kristi McCasland, Executive Assistant</p> <p>Cheryl Robinson, Board Member Cheryl Moxley, Board Member Yvonne Waggener, Chief Financial Officer Kim McGuire, Director of Community Development Barry Hoy, Community Member Leslie Plouse, Quality Director Ginny Dunn, Rehabilitation Services Manager Peter Venturini, Foundation Board President</p>	<p>Quorum present</p>
<p>2.0 Call to Order:</p>	<p>Burkart called the meeting to order at 1:18 p.m.</p> <p>Burkart reported that Bob Bailey has moved and will no longer be a community member. Committee members agreed to replace him once a candidate is found.</p>	<p>The meeting was called to order</p>
<p>3.0 Previous Minutes</p>	<p>On a motion made and seconded the Human Resources Committee Meeting Minutes of March 17, 2022 were approved as written</p>	<p>On a motion made and seconded, the Human Resources Committee Meeting Minutes of March 17, 2022 were approved as written</p> <p>M (Turner) / S (Larsen) / C</p>

TOPIC	DISCUSSION/CONCLUSION/RECOMMENDATION	ACTION/FOLLOW-UP
4.0 Public Comment:	There was not public comment at this time.	None
5.1 Hospital Week	<p>Atwood reported that employees received an MCH cooler bag and beach towel in recognition of Hospital week. In addition, the follow events were coordinated for employees during the week:</p> <ul style="list-style-type: none"> • Monday: Rosa Maria’s • Tuesday: Cakes • Wednesday: Food Truck • Thursday: Breakfast • Friday: Cupcakes 	Information only
5.2 Annual Salary & Benefits Review	<p>Atwood reported that the Senior Management Team looked at salaries all year long.</p> <ul style="list-style-type: none"> • Adjustments were made to the nursing staff, PT staff and lab staff due to difficulty in recruiting • A \$2 per hour increase was given to all of the other employees recently in an effort to retain our employees • Senior management will see what merit increases (if any) they are able to do this year through the budget process for FY2022-23. <p>Atwood reported that she does not have information on rate changes for our health, vision or dental benefits. She is hoping to have this information to report at the September HR Committee Meeting.</p>	Information only
8.0 Agenda Topic Suggestions:	None	None
9.0 Final Adjournment:	There being no further business to discuss, the meeting was adjourned at approximately 1:26 p.m.	Meeting adjourned



Finance Committee Meeting
Thursday, September 15, 2022, 1:15 p.m.

Microsoft Teams meeting

Join on your computer or mobile app

[Click here to join the meeting](#)

Or call in (audio only)

+1 951-384-1117,,375206292# United States, Riverside

Phone Conference ID: 375 206 292#

Members:	Barrick Smart, Committee Chairperson	Barry Hoy, Committee Member
	Yvonne Waggener, Chief Financial Officer	Terry Peña, Chief Operating Officer
	Mark Turner, Chief Executive Officer	Don Larsen, MD, Community Member

OPEN SESSION

1:15 p.m.

CALL TO ORDER

Barry Smart, Committee Chairperson

PREVIOUS MINUTES

Barry Smart, Committee Chairperson
Action Probable

PUBLIC COMMENTS

Government Code
Section 54954.3 Sections A & B

The public has the right to address the legislative body on any item of interest to the public.
A time restraint may be implemented at the discretion of the Committee Chairperson.

AGENDA ITEMS

- | | |
|-------------------------|---|
| 1. Financial Statements | Yvonne Waggener, Chief Financial Officer
Action Probable |
| 2. Capital Purchases | Yvonne Waggener, Chief Financial Officer
Action Possible |
| 3. Investments | Yvonne Waggener, Chief Financial Officer
Action Possible |

ADJOURNMENT

San Bernardino Mountains Community Hospital Finance Committee Meetings

Attendance Matrix - 2022

Committee Members	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Barry Smart	√	√	√	√	√	A	√	√				D A R K
Barry Hoy	√	√	√	√	√	√	√	A				
Yvonne Waggener	√	√	√	√	√	√	√	√				
Mark Turner	-	-	√	√	√	√	√	√				
Terry Peña	√	√	√	√	E	√	√	√				
Bob Bailey	A	A	A	A	A	A	A	-	-	-	-	
Don Larsen	√	√	√	√	√	√	√	√				
Charles Harrison	√	√	-	-	-	-	-	-	-	-	-	
Comment:												
	√	Present		E	Excused		A	Absent				

TOPIC	DISCUSSION/CONCLUSION/RECOMMENDATION	ACTION/FOLLOW-UP
<p>1.0 Members Present:</p> <p>Absent:</p> <p>Recording Secretary:</p> <p>Guests:</p>	<p>Barrick Smart, Committee Chairperson Yvonne Waggener, Chief Financial Officer Terry Peña, , Chief Operating Officer/Chief Nursing Officer Mark Turner, Chief Executive Officer Don Larsen, Community Member</p> <p>Barry Hoy, Committee Member</p> <p>Kristi McCasland, Executive Assistant</p> <p>Kieth Burkart, Board President Cheryl Robinson, Board Vice President Cheryl Moxley, Board Secretary Julie Atwood, Human Resources Director Abby Savich, Marketing & Events Manager Ginny Dunn, Rehabilitation Services Manager</p>	<p>Quorum present</p>
<p>2.0 Call to Order:</p>	<p>Smart called the meeting to order at 1:44 p.m.</p>	<p>The meeting was called to order</p>
<p>3.0 Previous Minutes:</p>	<p>On a motion made and seconded, the Finance Committee Meeting Minutes of July 21, 2022 were approved.</p>	<p>On a motion made and seconded, the Finance Committee Meeting Minutes of July 21, 2022 were approved as written</p> <p>M (Larsen) / S (Turner) / C</p>
<p>4.0 Public Comment:</p>	<p>Waggener congratulated Smart on his new granddaughter.</p>	<p>None</p>
<p>5.0 Agenda Items: 5.1 F/Y 2022 Financial Statements</p>	<p>Waggener reported that they preliminarily closed FY22, but that FY22 still needs to be audited. Waggener presented the Financial Statements as of twelve (12) months ended June 30, 2022. Comparative statistics and selected financial indicators were</p>	<p>A motion was made and seconded to recommend to the Board to accept the Financial Statements as of twelve (12)</p>

TOPIC	DISCUSSION/CONCLUSION/RECOMMENDATION	ACTION/FOLLOW-UP
	<p>reviewed with the committee. Financial Statements for FY23 month ended July 31, 2022 and August 30, 2022 will be presented at the September 15, 2022 Finance Committee Meeting.</p> <p>Waggener reported that the Finance department is going through a single audit for the provider relief funds, which needs to be filed with the Federal Clearing House by September 30, 2022.</p>	<p>months ended June 30, 2022</p> <p>M (Turner) / S (Larson) / C</p>
5.2 Capital Purchases	<p>Waggener presented the FY22 Capital Purchases as of twelve (12) months ended June 30, 2022.</p> <p>Waggener reported that a request was received to get air conditioning in Dietary, which was not included on the FY23 Capital Budget. The total bid for the project is \$81,000.</p>	<p>A motion was made and seconded to recommend to the Board to approve adding the \$81,000 expense for the Dietary Air Conditioning project to the FY2023 Capital Budget</p> <p>M (Smart) / S (Larsen) / C</p>
5.3 Investments	Waggener presented LAIF and UBS statements as of June 30, 2022.	Information only
6.0 Adjournment:	No further business to discuss, the meeting was adjourned at approximately 2:20 p.m.	Meeting adjourned.



“Mountains Community Hospital makes possible essential quality medical services to the residents and visitors of the local mountains.”

DISTRICT BOARD OF DIRECTORS MEETING

Thursday, September 15, 2022, 1:45 p.m.

Microsoft Teams meeting

Join on your computer or mobile app

[Click here to join the meeting](#)

Or call in (audio only)

+1 951-384-1117,,375206292# United States, Riverside

Phone Conference ID: 375 206 292#

Members:	Kieth Burkart, President Barrick Smart, Treasurer Barry Hoy, Trustee	Cheryl Robinson, Vice President Cheryl Moxley, Secretary
Staff Members:	Mark Turner, Chief Executive Officer Van Martin, M.D., Chief of Staff Julie Atwood, Human Resources Director	Terry Peña, Chief Operating Officer Yvonne Waggener, Chief Financial Officer Kristi McCasland, Executive Assistant

OPEN SESSION

1:45 p.m.

CALL TO ORDER

Kieth Burkart, President

PRESIDENTS COMMENTS

Kieth Burkart, President
Action Possible

BOARD MEMBER REPORTS

All Board Members

PUBLIC COMMENTS

Government Code
Section 54954.3 Sections A & B

The public has the right to address the legislative body on any item of interest to the public.
A time restraint may be implemented at the discretion of the Board President.

PREVIOUS MINUTES approval

Kieth Burkart, President
Action probable

CONSENT AGENDA

Kieth Burkart, President
Action Probable

(Motion will be made to include all items listed)

1. Approval of Quality Committee minutes, meeting held August 18, 2022
2. Approval of Human Resources Committee minutes, meeting held June 16, 2022
3. Approval of Finance Committee minutes, meeting held August 18, 2022
4. Approval of the attached Lists of Policy and Procedures that was sent September 1, 2022

DISTRICT BOARD OF DIRECTORS MEETING
Thursday, September 15, 2022, 1:45 p.m.

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AGENDA ITEMS

- | | |
|---|---|
| 1. Resolution 2023-03 – AB 361 – Authorizing Remote Teleconference Meetings | Kieth Burkart, President
Action Probable |
| 2. Resolution 2023-04 – Amendment to the Conflict of Interest Code | Mark Turner, Chief Executive Officer
Action Probable |
| 3. CEO Report | Mark Turner, Chief Executive Officer |
| a. Community Member Vacancy Policy / Application | Action Possible |
| b. Update: Strategic Planning Retreat | Action Possible |
| c. Update: Recruitment for General Surgeon | Action Possible |
| d. Update: Electronic Medical Record (EMR) Selection Process | Action Possible |
| e. Update: Construction Projects | Action Possible |
| f. Update: Entitlement Process to Acquire Land Use Approval | Action Possible |
| 4. COO/CNO Report | Terry Peña, Chief Operating Officer
Information only |
| 5. Quality Committee Report | Cheryl Moxley, Chairperson |
| a. Report of Meeting held September 15, 2022 | Information only |
| 6. Human Resources Committee Report | Kieth Burkart, Chairperson |
| a. Report of Meeting held September 15, 2022 | Information only |
| b. Board Member Self Evaluation Form | Action Possible |
| 7. Finance Committee Report | Barry Smart, Committee Member |
| a. Report of Meeting held September 15, 2022 | Action Probable |
| b. Capital Purchases | Action Possible |
| c. Investments | Action Possible |
| 8. Board Education | Kieth Burkart, President
Information Only |
| 9. Discussion Topic Suggestions | Kieth Burkart, President
Information only |

ADJOURN TO CLOSED SESSION

CLOSED SESSION AGENDA ITEMS

(According to section: (54954.5))

- | | |
|--|--|
| 1. Hearings
Subject matter: Staff Privileges
Re: Credentialing Recommendations | Van Martin, M.D., Chief of Staff
Action Probable |
| 2. Medical Executive Committee Issues | Van Martin, M.D., Chief of Staff
Information only |

DISTRICT BOARD OF DIRECTORS MEETING
Thursday, September 15, 2022, 1:45 p.m.

Page 3 of 3

(Closed session pursuant to Govt. Code Section 54956.9)

1. Risk Management Discussion
(Section 54956.9) Case Name Unspecified: Disclosure would jeopardize service of process or existing settlement negotiations

Leslie Plouse, Quality Director
Information only

RETURN TO OPEN SESSION

1. Closed Session Report
2. Public Report of Decisions

Kieth Burkart, President

Kieth Burkart, President

NEXT BOARD-ATTENDED MEETINGS

Thursday, October 20, 2022 at 1:00 p.m.
(Days & times are subject to change so please refer to the posted agenda for exact times)

FINAL ADJOURNMENT

San Bernardino Mountains Community Hospital Board of Directors Meetings

Attendance Matrix - 2022

Board Members	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Kieth Burkart	√	√	√	√	√	√	√	√				D A R K
Cheryl Robinson	√	√	√	√	√	√	√	√				
Cheryl Moxley	√	√	√	√	√	√	√	√				
Barry Smart	√	√	√	√	√	A	√	√				
Barry Hoy	√	√	√	√	√	√	√	A				
Staff Members												
Mark Turner	—	—	√	√	√	√	√	√				
Terry Peña	√	√	√	√	√	√	√	√				
Yvonne Waggener	√	√	√	√	√	√	√	√				
Lawrence Walker, M.D.	√	√	√	√	√	√	—	—	—	—	—	
Julie Atwood	√	√	√	√	√	√	√	√				
Kristi McCasland	√	√	√	√	√	√	√	√				
Charles Harrison	√	√	—	—	—	—	—	—	—	—	—	
Van Martin, M.D.	—	—	—	—	—	—	√	√				
Comment												
	√	Present			E	Excused			A	Absent		

TOPIC	DISCUSSION/CONCLUSION/RECOMMENDATION	ACTION/FOLLOW-UP
1.0 Call to Order:	Kieth Burkart, Board President, called the Board of Directors meeting to order at approximately 2:20 p.m.	The meeting was called to order
2.0 Board Members Present: Members Absent: Recording Secretary Staff Members Present: Guests:	Kieth Burkart, Board President Cheryl Robinson, Vice President Cheryl Moxley, Board Secretary Barrick Smart, Board Treasurer Barry Hoy, Board Trustee Kristi McCasland, Executive Assistant Mark Turner, Chief Executive Officer Terry Peña, Chief Operating Officer/Chief Nursing Officer Yvonne Waggener, Chief Financial Officer Van Martin, MD, Chief of Staff Julie Atwood, Human Resources Director Dr. Don Larsen, Community Member Ginny Dunn, Rehabilitation Services Manager	Quorum present
3.0 President's Comments: a. Ad Hoc Committee re: Appointment of Community Member	Burkart noted that we have two people who have expressed interest in serving as a community member on the Board Committees. Discussion was held regarding the process for recruiting new community members to the Board Committees. After discussion, it was decided that each Board Committee should have two community members, leaving one open seat to fill on each committee.	Turner & Atwood will work on developing a formal application process for Community Members, which will be brought back to the Board for approval.
4.0 Board Member's Reports:	Moxley noted that a Foundation Board Member questioned her regarding us not moving forward with the parking structure project. Turner noted that the architect/engineer is doing a fly over on August 30, 2022 to see if we can regrade the parking to accommodate more spaces without having to build a parking structure. Regardless of whether we regrade or build the parking structure, the Education	None

TOPIC	DISCUSSION/CONCLUSION/RECOMMENDATION	ACTION/FOLLOW-UP
	Center will be built in the same location as planned.	
5.0 Public Comments:	None	None
6.0 Previous Minutes:	On a motion made and seconded the Minutes from the Board of Directors meeting of July 21, 2022 were approved as written.	<p>On a motion made and seconded the Minutes from the Board of Directors meeting of July 21, 2022 were approved as written.</p> <p>M (Robinson) / S (Moxley) / C</p> <p>4 Ayes / 0 Nays / 0 Abstain / 1 Absent</p>
7.0 Consent Agenda:	The following Consent Agenda items were reviewed: (1) Approval of the Quality Committee minutes, meeting held July 21, 2022; (2) Approval of the Marketing Committee minutes, meeting held May 19, 2022; (3) Approval of the Finance Committee minutes, meeting held July 21, 2022; (4) Approval of the attached Lists of Policy and Procedures that was sent August 8, 2022 (see list attached to the August 2022 Board Packet).	<p>On a motion made and seconded, the Consent Agenda items were approved as presented.</p> <p>M (Smart) / S (Robinson) / C</p> <p>4 Ayes / 0 Nays / 0 Abstain / 1 Absent</p>
<p>8.0 Agenda</p> <p>8.1 Resolution 2023-02 – AB361 – Authorizing Remote Teleconference Meetings</p>	<p>Burkart reviewed the background on Assembly Bill 361, which provides additional flexibility for local agencies to meet remotely during a proclaimed state-of-emergency (COVID-19). Peña noted that CDPH has not updated the social distancing guidelines as they pertain to hospitals.</p> <ul style="list-style-type: none"> • RESOLUTION NO. 2023-02 <p>RESOLUTION OF THE BOARD OF DIRECTORS OF THE SAN BERNARDINO MOUNTAINS COMMUNITY HOSPITAL DISTRICT AUTHORIZING REMOTE TELECONFERENCE MEETINGS</p> <p>See Resolution 2023-02 for entire text.</p>	<p>On a motion made and seconded, the following resolution was accepted as presented:</p> <p>RESOLUTION NO. 2023-02</p> <p>RESOLUTION OF THE BOARD OF DIRECTORS OF THE SAN BERNARDINO MOUNTAINS COMMUNITY HOSPITAL DISTRICT AUTHORIZING REMOTE TELECONFERENCE MEETINGS</p>

TOPIC	DISCUSSION/CONCLUSION/RECOMMENDATION	ACTION/FOLLOW-UP
		<p>M (Robinson) / S (Smart) / C</p> <p>4 Ayes / 0 Nays / 0 Abstain / 1 Absent</p>
<p>8.2 CEO Report</p> <p>a. Update: Recruitment for General Surgeon</p>	<p>Turner reported that the recruiter from Curative Talent was on site last week and that the recruitment process is underway. The final market report and contract need to be finalized.</p>	<p>Information only</p>
<p>b. Update: Electronic Medical Records (EMR) Process</p>	<p>Turner reported that the IT team is currently working to compile a comprehensive analysis comparing three EMR systems. Once complete, a summary level comparison or decision matrix will be brought to the Board for their review and approval.</p>	<p>Information only</p>
<p>c. Update: Construction Projects</p>	<p>Turner reported the progress on the following construction projects:</p> <ul style="list-style-type: none"> • Med-Surg Nurses Station/Pyxis Install – This project is 90% completed. We are awaiting approval from HCAI before we can close the ceilings. The A/C unit is expected to arrive mid-September. • Front of the House Project – The reception area has been framed, and the ductwork for the new HVAC is complete. Phase 2 of the project will begin next week. • Lab Project – The new Lab analyzers are currently being calibrated. Once the deconstruction in the Lab is complete, the units will be installed and reconstruction will take place around the units. Plenums were purchased to direct air and keep the analyzers cool. • Pharmacy Project – Architect submitted plans HCAI at the end of July. The initial review is expected to take around 3 months, so we should hear something back around 	<p>Information only</p>

TOPIC	DISCUSSION/CONCLUSION/RECOMMENDATION	ACTION/FOLLOW-UP
	<p>November/December.</p> <ul style="list-style-type: none"> • Flooring Project – The scope of work was worked out between the contractor and our attorney; the contractor was on site today to finalize the plan. We anticipate this project will start in the next few weeks. • OR Countertop Replacement – A contractor will be here next week. We anticipate work to begin soon. • Van for Patient Transport – Supply chain issues for a new patient transport van are ongoing. Facilities staff remain in contact with Mercedes and Ford. • CASP Study – The CASP study was completed which assessed our ADA compliance. Facilities staff are working through the list of items that they are able to fix. Some of the items identified are long-term projects, which will require capital expenditures to rectify. 	
<p>d. Update: Entitlement Process to Acquire Minor Use Permit</p>	<p>Turner reported that the architect/engineer would be doing a fly over to update the topographical maps on August 30, 2022.</p>	<p>Information only</p>
<p>e. Organizational Chart</p>	<p>Turner reported that the MCH Organizational Chart was updated to include the newly created Marketing and Events Manager position.</p>	<p>On a motion made and seconded, the changes to the MCH Organizational Chart were accepted as presented.</p> <p>M (Smart) / S (Robinson) / C</p> <p>4 Ayes / 0 Nays / 0 Abstain / 1 Absent</p>
<p>8.3 COO/CNO Report</p>	<p>Peña reported on the following:</p>	<p>Information only</p>

TOPIC	DISCUSSION/CONCLUSION/RECOMMENDATION	ACTION/FOLLOW-UP
	<ul style="list-style-type: none"> • Julie Davis is doing well in her role as the Emergency Department / Med Surg Manager, and is gaining the respect of the Med Surg staff. • Cynthia Bush, SNF Manager, will be out on medical leave for an extended period. Vianey Lopez-Hernandez and Alexandra Brana will cover. • Alexandra Brana has received her wound care certification, and will serve as the Wound Care nurse in SNF and hospital wide. • Leslie Plouse is doing an excellent job in her new role as the Quality Director. • A meeting was held with the Sheriff's department and behavioral health to discuss the issues we are dealing with. The next step will be to set up a meeting with the Fire department. • COVID: <ul style="list-style-type: none"> ○ Our COVID positivity rate is at 7%. We currently have five employees out with COVID. ○ SNF will remain in the "Yellow Zone" for two more weeks. ○ Per the CDPH, social distancing requirements for hospital will continue to be in place. 	
<p>8.4 Quality Committee Report a. Report of meeting held August 18, 2022</p>	<p>Moxley reported on the Quality Committee open session:</p> <ul style="list-style-type: none"> • Regulatory Activities and Updates -- <ul style="list-style-type: none"> ○ TJC Lab Triennial Reaccreditation Survey 5/3/2022-5/5/2022; Utilizing Joint Commission Resources tracer tool software subscription to track completion; 15 of 16 action items are @ 100% compliance. ○ CDPH Complaint Investigation 7/22/2022; investigation ongoing since 8/1/2022. 	<p>Information only</p>

TOPIC	DISCUSSION/CONCLUSION/RECOMMENDATION	ACTION/FOLLOW-UP
	<ul style="list-style-type: none"> ○ TJC made major modifications to the Joint Commission Emergency Management (EM) chapter. Policies & procedures are being updated to reflect the revised standards. ● Patient Satisfaction Surveys (Inpatient & ED) -- <ul style="list-style-type: none"> ○ <u>Inpatient</u>: 6 responses in July 2022; 66.67% top box score; 91.72 mean score. ○ <u>ED</u>: 14 responses in July 2022; 88.34% top box score; 92.10 mean score. ● USACS Dashboard – Pending 	
<p>8.5 Marketing Committee Report</p> <p>a. Report of meeting held August 18, 2022</p>	<p>Robinson reported on the Marketing Committee meeting:</p> <ul style="list-style-type: none"> ● <u>Fundraising</u>: So far, the Foundation has raised \$108,000. Last year at this time, they were at \$136,000 (which included a one-time \$36k donation from a new donor and a \$15k grant from the California Relief Fund during COVID.) <ul style="list-style-type: none"> ○ The Summer Fundraiser has raised \$71,104. There are currently 19 entries for the gold coin drawing, 150 auction bids and 96 straight donations, which were mailed in. ○ The Foundation has approximately \$2MM in total assets (about half is unrestricted and the other half is restricted). The restrictions are primarily for: Central registration area, waiting room and gift shop; Willerth Education Center; Hoyer Lift for Skilled Nursing Facility; and Patient transport vehicle for Skilled Nursing Facility ● <u>Grant Update</u> <ul style="list-style-type: none"> ○ The Foundation received a grant from the Rotary Club of Lake Arrowhead (afternoon Rotary) for \$2,000 for an IV and blood fluid warmer for the ED. ○ The Foundation will be receiving \$150k grant from a foundation with ties to the mountain which will be going towards 10 	<p>Information only</p>

TOPIC	DISCUSSION/CONCLUSION/RECOMMENDATION	ACTION/FOLLOW-UP
	<p>stretchers with capabilities to weigh patients; and a small frag tray for surgery</p> <ul style="list-style-type: none"> ○ The Foundation will be applying for an extension for the San Manual grant by the end of the month. Monies from this grant are being used towards the Central Registration Project. ○ The Foundation has roughly \$30,000 left of the \$100,000 vaccine confidence grant which need to be use by the end of the year. Monies will be used towards “We go the distance” ad campaign as well as bus advertisement. <ul style="list-style-type: none"> ● Naming opportunities <ul style="list-style-type: none"> ○ Foundation is meeting with Presentation Design Group next week to help organize and manage naming opportunities. ● <u>Marketing:</u> <ul style="list-style-type: none"> ○ Main focus is marketing the Summer Fundraiser; have been able to highlight some staff achievements. Once the Summer Fundraiser is done, MCH service lines will be marketed ○ Working to increase our presence and staff engagement on LinkedIn ● <u>Past Events:</u> <ul style="list-style-type: none"> ○ MCH Clean-Up Day – May 27th ○ Summit Circle Donor Appreciation Event – June 20th ○ Lake Arrowhead Chamber Mixer – July 21st ○ Rose Memorial – August 6th ● <u>Upcoming Events:</u> <ul style="list-style-type: none"> ○ Summer Sweepstakes/Auction – now until September 5th ○ Mile High Charity Classic – September 16th ○ Breast Cancer Walk – October 2nd ○ Dinner with the Doctors – October 8th ○ Foundation Board Holiday Party – Dec 8th 	

TOPIC	DISCUSSION/CONCLUSION/RECOMMENDATION	ACTION/FOLLOW-UP
<p>8.6 Finance Committee Report a. Report of meeting held August 18, 2022</p>	<p>Smart reported on the Finance Committee meeting:</p> <p><u>FYE 22 Financial Statements</u> – FY22 was preliminarily closed, but still needs to be audited. Financial packet for month ended June 30, 2022 was reviewed. Comparative statistics and selected financial indicators were reviewed with the Board.</p> <p>Financial Statements for FY23 month ended July 31, 2022 and August 30, 2022 will be presented at the September 15, 2022 Finance Committee/Board meetings.</p> <p>Smart reported that the Finance department is going through a single audit for the provider relief funds, which needs to be filed with the Federal Clearing House by September 30, 2022.</p>	<p>On a motion made and seconded, the Financial Statements as of Twelve (12) months ended June 30, 2022 were accepted as presented.</p> <p>M (Smart) / S (Robinson) / C</p> <p>4 Ayes / 0 Nays / 0 Abstain / 1 Absent</p>
<p>b. Capital Purchases</p>	<p><u>Capital Purchases</u> – Capital budget (fixed assets) for month ended June 30, 2022 was presented.</p> <p>Smart reported that a request was received to get air conditioning in Dietary, which was not included on the FY23 Capital Budget. The total bid for the project is \$81,000.</p>	<p>On a motion made and seconded, the Board approved adding the \$81,000 expenditure for the Dietary air conditioning project to the FY23 Capital Budget.</p> <p>M (Smart) / S (Robinson) / C</p> <p>4 Ayes / 0 Nays / 0 Abstain / 1 Absent</p>
<p>c. Investments</p>	<p><u>Investments</u> – LAIF and UBS statements for month ending June 30, 2022 was presented.</p>	<p>Information only</p>
<p>8.7 Board Education</p>	<p>None</p>	<p>None</p>
<p>8.8 Discussion Topic Suggestions:</p>	<p>Strategic Planning: Turner reported that he was looking to coordinate a strategic planning session for the Board in the October/November timeframe.</p>	<p>Information only</p>

TOPIC	DISCUSSION/CONCLUSION/RECOMMENDATION	ACTION/FOLLOW-UP
9.0 Adjourn to Closed Session:	The Board adjourned to “Closed Session” at approximately 3:26 p.m.	Information only
10.0 Return to Open Session:	The Board returned to “Open Session” at approximately 3:42 p.m.	Information only
10.1 Closed Session Report:	<p>Per Kieth Burkart, the following items were reported on during “Closed Session”:</p> <ul style="list-style-type: none"> • Medical Staff Report of August 18, 2022 and Credentialing from the July 26, 2022 Medical Executive Committee meeting • Risk Management – N/A 	Information only
<p>11.0 Public Report of Decisions 11.1 Hearings; Staff Privileges; Credentialing Recommendations</p>	<p>The Board accepted the Medical Staff Report of August 18, 2022, and Credentialing from the July 26, 2022 Medical Executive Committee meeting, <i>with the exception of the Reappointment of CHUN JOEY CHANG, MD – Emergency Medicine & Family Practice.</i></p> <p>Approvals were as follows:</p> <p><u>New Appointments:</u> MEGHA NAYYAR GUPTA, MD - Radiology/Mammography/Tele-Radiology <u>Provisional Extensions:</u> ALFRED W. FERNANDEZ, MD – Emergency Medicine & Family Practice <u>Advancement from Provisional Staff/Regular Staff:</u> CHERYL J. REEDER, DO – Emergency Medicine & Family Practice; SHARON CLAY-MATEMAVI, FNP – Nurse Practitioner Psychology – MCH <u>Reappointments:</u> None <u>Changes in Staff Status:</u> None <u>Revision/Increase of Privileges:</u> None <u>Terminations/Resignations:</u> None <u>Revision of Privileges:</u> None <u>Leave of Absence Requests:</u> None</p>	<p>On a motion made and seconded, the Medical Staff Report of August 18, 2022, and Credentialing from the July 26, 2022 Medical Executive Committee meeting was accepted as recommended by the MEC, with the exception of the Reappointment of CHUN JOEY CHANG, MD – Emergency Medicine & Family Practice.</p> <p>M (Robinson) / S (Smart) / C</p> <p>4 Ayes / 0 Nays / 0 Abstain / 1 Absent</p>
12.0 Next Regular Board-Attended Meetings:	The next Regular Board-Attended meetings will be on Thursday, September 15, 2022 at 1:00 p.m. <i>(Days & times are subject to change so</i>	Information only

TOPIC	DISCUSSION/CONCLUSION/RECOMMENDATION	ACTION/FOLLOW-UP
	<p><i>please refer to the posted agenda for exact times).</i> All meetings to be held <u>Via "Microsoft Teams Meeting" due to COVID-19 Pandemic</u></p>	
<p>13.0 Final Adjournment:</p>	<p>There being no further business to discuss, the Board of Directors meeting adjourned at approximately 3:45 p.m.</p>	<p>Meeting adjourned</p>

By: _____
Cheryl Moxley, Secretary of the Board

By: _____
Kristi McCasland, Recording Secretary

Board Approvals: (20 Documents)

I. New Policies / Forms / Attachments: (4)

a. Medication Management (MM) Policies: (4)

- [JYNNEOS Monkeypox Screening, Consent, VIS, Fact Sheets \(Attachment\) - MM](#)
- [JYNNEOS Monkeypox Vaccine Policy \(Policy\) - MM](#)
- [Pharmacy Master Formula Sheet 1 Amp Sodium Bicarbonate IV Drip \(Protocol\) - MM](#)
- [Pharmacy Master Formula Sheet 2 Amps Sodium Bicarbonate IV Drip \(Protocol\) - MM](#)

II. Updated Policies / Forms / Attachments: (8)

a. Environment of Care (EC) Policies: (2)

- [Designated Parking Areas \(Attachment\) - EC](#)
- [Parking \(Policy\) - EC](#)

b. Medication Management (MM) Policies: (1)

- [Inventory Review for Expired Medications - Pharmacy \(Policy\) - MM](#)

c. Medical Staff (MS) Policies: (1)

- [Conduct, Physician and Allied Health Professionals \(Policy\) - MS](#)

d. Provision of Care, Treatment & Services (PC) Policies: (1)

- [Pain Assessment and Management \(Policy\) - PC / RI](#)

e. Perioperative Services Department Policies: (3)

- [Nasogastric \(NG\) Tube Insertion and Removal \(Policy\) - Perioperative Services Department](#)
- [Operating Room Charge Sheet \(Policy\) - Perioperative Services Department](#)
- [Perioperative Use of Bair Paw/Hugger \(Policy\) - Perioperative Services Department](#)

III. Tri-Annual Renewal Only (no / minor changes): (8)

a. Medication Management (MM) Policies: (1)

- [Medication Labeling \(Policy\) - MM](#)

b. Provision of Care, Treatment & Services (PC) Policies: (1)

- [Suicide / Self-Harm Precautions \(Policy\) - PC](#)

c. Perioperative Services Department Policies: (1)

- [Autoclave, Operation and Maintenance of \(Policy\) - Perioperative Services Department](#)

d. Rural Health Clinic Policies: (1)

- [Abduction-Infant \(Policy\) - Rural Health Clinic](#)

e. Skilled Nursing Facility Policies: (4)

- [Admission of Resident \(Policy\) - Skilled Nursing Facility](#)
- [Combative-Aggressive Behavior of Residents \(Policy\) - Skilled Nursing Facility](#)
- [Dental Services Provided in Skilled Nursing Facility \(Policy\) - Skilled Nursing Facility](#)
- [Resident Identification \(Policy\) - Skilled Nursing Facility](#)

RESOLUTION NO. 2023-03

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE MOUNTAINS COMMUNITY HOSPITAL DISTRICT PROCLAIMING A LOCAL EMERGENCY, RATIFYING THE PROCLAMATION OF A STATE OF EMERGENCY BY GOVERNOR GAVIN NEWSOM ON MARCH 4, 2020, AND AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE LEGISLATIVE BODIES OF MOUNTAINS COMMUNITY HOSPITAL DISTRICT FOR THE PERIOD SEPTEMBER 17, 2022, THROUGH OCTOBER 17, 2022, PURSUANT TO BROWN ACT PROVISIONS.

WHEREAS, the Mountains Community Hospital District (District) is committed to preserving and nurturing public access and participation in meetings of the Board of Directors; and

WHEREAS, all meetings of the Mountains Community Hospital District's legislative bodies are open and public, as required by the Ralph M. Brown Act (Gov't Code § 54950 *et seq.*), so that any member of the public may attend, participate, and watch the District's legislative bodies conduct their business; and

WHEREAS, the Brown Act, Government Code section 54953(e), makes provisions for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions; and

WHEREAS, a required condition is that a state of emergency is declared by the Governor pursuant to Government Code section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by conditions as described in Government Code section 8558; and

WHEREAS, a proclamation is made when there is an actual incident, threat of disaster, or extreme peril to the safety of persons and property within the jurisdictions that are within the District's boundaries, caused by natural, technological, or human-caused disasters; and

WHEREAS, it is further required that state or local officials have imposed or recommended measures to promote social distancing, or, the state of emergency continues to directly impact the ability of the members to meet safely in person; and

WHEREAS, such conditions now exist in the District, specifically, a state of emergency has been proclaimed due to an outbreak of respiratory illness due to a novel coronavirus (a disease now known as COVID-19); and

WHEREAS, the San Bernardino County Department of Health has recommended measures to promote social distancing;

WHEREAS, the Board of Directors has determined that the state of emergency continues to directly impact the ability of the members to meet safely in person; and

WHEREAS, the Board of Directors does hereby find that the current state of emergency with respect to COVID-19, local official recommendations to promote social distancing, and conditions causing imminent risk to the health and safety of attendees have caused, and will continue to cause, conditions of peril to the safety of persons within the District that are likely to be beyond the control of services, personnel, equipment, and facilities of the District, and desires to proclaim a local emergency and ratify the proclamation of state of emergency by the Governor of the State of California; and

WHEREAS, as a consequence of the local emergency, the Board of Directors does hereby find that the legislative bodies of Mountains Community Hospital District shall conduct their meetings without compliance with paragraph (3) of subdivision (b) of Government Code section 54953, as authorized by subdivision (e) of section 54953, and that such legislative bodies shall comply with the requirements to provide the public with access to the meetings as prescribed in paragraph (2) of subdivision (e) of section 54953;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF MOUNTAINS COMMUNITY HOSPITAL DISTRICT as follows:

Section 1. Recitals. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

Section 2. Proclamation of Local Emergency. The Board hereby proclaims that a local emergency now exists throughout the District, and declares that meeting in person would not comply with local official recommendations to promote social distancing and would present imminent risk to the health and safety of attendees.

Section 3. Ratification of Governor's Proclamation of a State of Emergency. The Board hereby ratifies the Governor of the State of California's Proclamation of a State of Emergency, effective as of its issuance date of March 4, 2020.

Section 4. Remote Teleconference Meetings. The Chief Executive Officer and legislative bodies of the Mountains Community Hospital District are hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution including, conducting open and public meetings in accordance with Government Code section 54953(e) and other applicable provisions of the Brown Act.

Section 5. Effective Date of Resolution. This Resolution shall take effect on September 17, 2022, and shall be effective until the earlier of (a) October 17, 2022, or (b) such time the Board of Directors adopts a subsequent resolution in accordance with Government Code section 54953(e)(3) to extend the time during which the legislative bodies of the Mountains Community Hospital District may continue to teleconference without compliance with paragraph (3) of subdivision (b) of section 54953.

ADOPTED, SIGNED AND APPROVED this 15th day of September 2022

Kieth J Burkart
President of the Board of Directors
San Bernardino Mountains Community Hospital District

ATTEST:

Cheryl J. Moxley
Secretary of the Board of Directors
San Bernardino Mountains Community Hospital District

CERTIFICATION

I, Cheryl J. Moxley, Secretary of the Board of Directors of the San Bernardino Mountains Community Hospital District, hereby certify that the foregoing is a full, true and correct copy of the Resolution 2023-03 adopted by the Board of Directors of the District at the Board Meeting held on September 15, 2022, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Cheryl J. Moxley
Secretary of the Board of Directors
San Bernardino Mountains Community Hospital District

STAFF REPORT

DATE: September 15, 2022
TO: Board of Directors
FROM: Secretary of the Board
RE: **ADOPT RESOLUTION #2023-04 TO AMEND CONFLICT OF INTEREST CODE**

FORM MOTION

It is recommended that the Board of Directors adopt Resolution No. 2023-04 amending the Conflict of Interest Code of San Bernardino Mountains Community Hospital District (the "District").

BACKGROUND

The Political Reform Act (the "Act") requires all public agencies to adopt and maintain a Conflict of Interest Code containing the rules for disclosure of personal assets. The Conflict of Interest Code must specifically designate all agency positions that make or participate in the making of decisions and assign specific types of personal assets to be disclosed that may be affected by the exercise of powers and duties of that position.

The Act further requires that agencies regularly review and update their Codes as necessary when directed by the code-reviewing body or when change is necessitated by changed circumstances (Sections 87306 and 87306.5). The Board of Supervisors is the District's code-reviewing body and directed that the Code be reviewed as required under the Act. During this review, staff found that amendments to the Code are necessary.

Attached is a redlined version of the proposed amended Code showing that the revisions of the Conflict of Interest Code are based on establishing and recognizing a new position that must be designated, revise disclosure categories and revision of titles to existing positions.

CONCLUSION

Adopt Resolution No. 2023-04 amending the Conflict of Interest Code of the District and directing that such amendment be submitted to the San Bernardino County Board of Supervisors as the District's code-reviewing body (Gov. Code § 82011) requesting approval of the amendment as required under Government Code section 87303.

Attachment: Legislative (redlined) version of proposed amended Conflict of Interest Code.

NOTICE OF INTENTION TO AMEND THE CONFLICT OF INTEREST CODE OF THE SAN BERNARDINO MOUNTAINS COMMUNITY HOSPITAL DISTRICT

NOTICE IS HEREBY GIVEN that the Board of Directors of the San Bernardino Mountains Community Hospital District (the "District") intends to amend the District's Conflict of Interest Code (the "Code") pursuant to Government Code section 87306.

The Appendix of the Code designates those employees, members, officers, and consultants who are subject to the District's Code. The District's proposed amendment includes a new position that must be designated, revise disclosure categories and revises the title of an existing position.

The proposed amended Code will be considered by the Board of Directors on September 15, 2022, at 1:00 p.m. at 29101 Hospital Road, Lake Arrowhead, California. Any interested person may be present and comment at the public meeting or may submit written comments concerning the proposed amendment. Any comments or inquiries should be directed to the attention of Kristi McCasland, Executive Assistant, San Bernardino Mountains CHD, 29101 Hospital Road, Lake Arrowhead, CA 92352; (909) 436-3201. Written comments must be submitted no later than September 15, 2022, at 1:00 p.m.

The proposed amended Code may be reviewed at, and copies obtained from, the office of the Executive Assistant.

LEGISLATIVE VERSION
(SHOWS CHANGES MADE)

CONFLICT OF INTEREST CODE

OF THE

**SAN BERNARDINO MOUNTAINS
COMMUNITY HOSPITAL DISTRICT**

THE CONFLICT OF INTEREST CODE OF THE SAN BERNARDINO MOUNTAINS COMMUNITY HOSPITAL DISTRICT

(Amended ~~November 15, 2018~~ September 15, 2022)

The Political Reform Act (Gov. Code § 81000, et seq.) requires state and local agencies to adopt and promulgate conflict-of-interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code Regs. § 18730) that contains the terms of a standard conflict-of-interest code, which can be incorporated by reference in an agency's code. After public notice and hearing, the standard code may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference. This regulation and the attached Appendix, designating positions and establishing disclosure categories, shall constitute the conflict-of-interest code of the **San Bernardino Mountains Community Hospital District (the "District")**.

All officials and designated positions required to submit a statement of economic interests shall file their statements with the **Executive Assistant** as **District's** Filing Officer/Official. The **Executive Assistant** shall retain the original statements filed by all officials and designated positions and make all statements available for public inspection and reproduction during regular business hours. (Gov. Code § 81008.)

APPENDIX
CONFLICT OF INTEREST CODE
OF THE
SAN BERNARDINO MOUNTAINS
COMMUNITY HOSPITAL DISTRICT

(Amended ~~November 15, 2018~~ September 15, 2022)

PART “A”

OFFICIALS WHO MANAGE PUBLIC INVESTMENTS

District Officials who manage public investments, as defined by 2 Cal. Code of Regs. § 18700.3, are NOT subject to the District’s Code, but must file disclosure statements under Government Code section 87200 et seq. [Regs. § 18730(b)(3)] These positions are listed here for informational purposes only.

It has been determined that the positions listed below are officials who manage public investments:¹

Members of the Board of Directors

Chief Executive Officer

Chief Financial Officer

Investment Committee

Investment Consultants

¹ Individuals holding one of the above-listed positions may contact the Fair Political Practices Commission for assistance or written advice regarding their filing obligations if they believe that their position has been categorized incorrectly. The Fair Political Practices Commission makes the final determination whether a position is covered by § 87200.

DESIGNATED POSITIONS

GOVERNED BY THE CONFLICT OF INTEREST CODE

<u>DESIGNATED POSITIONS'</u> <u>TITLE OR FUNCTION</u>	<u>DISCLOSURE CATEGORIES</u> <u>ASSIGNED</u>
Case/Utilization Manager	5
Chief Operating Officer/Chief Nursing Officer	5
Controller	4
Director, Community Services <u>Development Director</u>	1, 2
Director, Human Resources	5
Director, Pharmacy	5
Director, Rural Clinic	5
Facilities Manager	5
General Counsel	1, 2
Manager, Cardiopulmonary	5
Manager, Emergency Services	5
Manager, Environmental Services	5
Manager, Information Systems	5
Manager, Laboratory	5
Manager, Medical/Surgical	5
Manager, Nutritional Services	5
Manager, Perioperative Services	5
Manager, Quality/Regulatory Compliance	5

DESIGNATED POSITIONS'
TITLE OR FUNCTION

DISCLOSURE CATEGORIES
ASSIGNED

Manager, Radiology	5
Manager, Rehabilitation Services	5
Manager, Rural Health Clinic Services	5
Manager, SNF	5
Manager, Social Services	5
<u>Marketing and Events Manager</u>	<u>5</u>
Risk Management	5

Consultants and New Positions ²

² Individuals providing services as a Consultant defined in Regulation 18700.3 or in a new position created since this Code was last approved that makes or participates in making decisions shall disclose pursuant to the broadest disclosure category in this Code subject to the following limitation:

The Chief Executive Director may determine that, due to the range of duties or contractual obligations, it is more appropriate to assign a limited disclosure requirement. A clear explanation of the duties and a statement of the extent of the disclosure requirements must be in a written document. (Gov. Code Sec. 82019; FPPC Regulations 18219 and 18734.) The Chief Executive Director's determination is a public record and shall be retained for public inspection in the same manner and location as this Conflict of Interest Code. (Gov. Code Sec. 81008.)

PART “B”

DISCLOSURE CATEGORIES

The disclosure categories listed below identify the types of economic interests that the designated position must disclose for each disclosure category to which ~~he or she~~ the designated is assigned.³ “Investment” means financial interest in any business entity (including a consulting business or other independent contracting business) and are reportable if they are either located in, doing business in, planning to do business in, or have done business during the previous two years in the jurisdiction of the District.

Category 1: All investments and business positions in business entities, and sources of income, including gifts, loans and travel payments, that are located in, do business in, or own real property within the jurisdiction of the District.

Category 2: All interests in real property which is located in whole or in part within, or not more than two (2) miles outside, the jurisdiction of the District, including any leasehold, beneficial or ownership interest or option to acquire property.

Category 3: All investments and business positions in business entities, and sources of income, including gifts, loans and travel payments, that are engaged in land development, construction or the acquisition or sale of real property within the jurisdiction of the District.

Category 4: All investments and business positions in business entities, and sources of income, including gifts, loans and travel payments, that provide services, products, materials, machinery, vehicles or equipment of a type purchased or leased by the District.

Category 5: All investments and business positions in business entities, and sources of income, including gifts, loans and travel payments, that provide services, products, materials, machinery, vehicles or equipment of a type purchased or leased by the designated position’s department, unit or division.

³ This Conflict of Interest Code does not require the reporting of gifts from outside this agency’s jurisdiction if the source does not have some connection with or bearing upon the functions or duties of the position. (Reg. 18730.1)

RESOLUTION NO. 2023-04

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE
SAN BERNARDINO MOUNTAINS COMMUNITY
HOSPITAL DISTRICT AMENDING THE CONFLICT OF
INTEREST CODE PURSUANT TO THE POLITICAL
REFORM ACT OF 1974**

WHEREAS, the State of California enacted the Political Reform Act of 1974, Government Code Section 81000 et seq. (the “Act”), which contains provisions relating to conflicts of interest which potentially affect all officers, employees and consultants of the San Bernardino Mountains Community Hospital District (the “District”), and requires all public agencies to adopt and promulgate a conflict of interest code; and

WHEREAS, the Board of Directors adopted a Conflict of Interest Code (the “Code”) in compliance with the Act which was amended November 15, 2018; and

WHEREAS, subsequent changed circumstances within the District have made it advisable and necessary pursuant to Sections 87306 and 87307 of the Act to amend and update the District’s Code; and

WHEREAS, notice of the time and place of a public meeting on, and of consideration by the Board of Directors of the San Bernardino Mountains Community Hospital District, the proposed amended Code was provided each affected designated employee and publicly posted for review at the offices of the District; and

WHEREAS, a public meeting was held upon the proposed amended Code at a regular meeting of the Board of Directors on September 15, 2022, at which all present were given an opportunity to be heard on the proposed amended Code.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the San Bernardino Mountains Community Hospital District that the Board of Directors does hereby adopt the proposed amended Conflict of Interest Code, a copy of which is attached hereto and shall be on file with the Executive Assistant and available to the public for inspection and copying during regular business hours;


BE IT FURTHER RESOLVED that the said amended Code shall be submitted to the Board of Supervisors of the County of San Bernardino for approval and said Code shall become effective immediately upon approval by the Board of Supervisors of the proposed amended Code as submitted.

APPROVED AND ADOPTED this 15th day of September, 2022.

President, Board of Directors
San Bernardino Mountains
Community Hospital District

ATTEST:

Secretary, Board of Directors
San Bernardino Mountains
Community Hospital District

	Community Member Vacancy (Policy) - LD	LD - Leadership
ORIGINATION DATE: 09/08/2022	DATE APPROVED: Not Approved Yet	VERSION: 1

PURPOSE: To outline the process of filling a Community Member vacancy on the San Bernardino Mountains Community Hospital Board Committees.

POLICY: To identify and select community members to serve on San Bernardino Mountains Community Hospital Board Committees in a productive and meaningful way.

PROCEDURE:

1. Board members and CEO identify and solicit community members interested in serving on Board committees.
2. CEO or designee provides interested community members with the MCH-Approved application for completion and submission to MCH Administration.
3. CEO or designee informs interested community members of the process and timeframe of Board review and selection of new community members to the Board committees.
4. Board of Directors meets in regular session or Special meeting to review applications and determine which interested community member applicants, if any, will be appointed to Board Committees. This review may include interviews of the applicants during such board meeting.



San Bernardino Mountains Community Hospital District (SBMCHD) is a special health care district operating Mountains Community Hospital and is governed by a publicly elected board of directors. The board is comprised of dedicated community members with expertise and experience in a variety of areas beneficial to the hospital. In addition to the five elected board seats, SBMCHD has a limited number of “Community Member” seats to serve on the various Board Committees (Facilities Committee; Finance Committee; Human Resources Committee; Marketing Committee; Quality Committee).

If you are interest in serving on one or more of the Board Committees, please complete this application and return it to: Kristi McCasland, District Secretary by email to: kristi.mccasland@mchcares.com, by mail to:

Mountains Community Hospital
 Attn: Administration
 P.O. Box 70
 Lake Arrowhead, CA 92352

You may also hand deliver your letter to the Administration office at Mountains Community Hospital.

If you have any questions, please call Kristi McCasland, District Secretary, at (909) 436-3201.

ARE YOU A REGISTERED VOTER WITHIN THE DISTRICT? Yes _____ No _____

NAME: _____ AGE (optional): _____

RESIDENCE ADDRESS: _____

BUSINESS OR MAILING ADDRESS: _____

PHONE (DAYTIME): _____ PHONE (EVENING): _____

E-MAIL (optional): _____

EDUCATION			
Institution	Major	Degree	Year



WORK / VOLUNTEER EXPERIENCE				
Organization	City	Position	From	To

STATEMENT OF QUALIFICATIONS:

Please briefly describe your qualifications and why you are interested in serving as a Community Member on one or more of our Board Committees.

Years of residence in the San Bernardino Mountains Community Hospital District _____

QUALIFICATIONS: (Stay within space allowed for answers. Do not attach extra pages.)

1. Provide a description of your work/volunteer experience and public service experience, if applicable.



2. Why do you wish to serve on the Board Committee(s) and what do you hope to accomplish?

3. What skills, abilities, and experience do you bring to the Board Committee(s) to assist in carrying out its responsibilities?

4. List your involvement in activities that demonstrate your understanding and support for the health care industry, such as membership on healthcare-related committees/organizations, offices held, volunteer work, and community service.

5. List in order of importance, the major issues that you believe are confronting the health care industry and, specifically, the San Bernardino Mountains Community Hospital District.

6. Explain what you believe to be the mission of the San Bernardino Mountains Community Hospital District.

7. Which Board committee would you be interested in serving on (select all that apply):

- | | |
|--|--|
| <input type="checkbox"/> Facilities Committee | <input type="checkbox"/> Marketing Committee |
| <input type="checkbox"/> Finance Committee | <input type="checkbox"/> Quality Committee |
| <input type="checkbox"/> Human Resources Committee | |

CERTIFICATION:

I certify that the information contained in this application is true and correct. I authorize the verification of the information in this application.

Signature

Date