



**DESERT HEALTHCARE DISTRICT  
BOARD OF DIRECTORS MEETING MINUTES  
MEETING MINUTES  
November 24, 2020**

<b>Directors Present – Video Conference</b>	<b>District Staff Present – Video Conference</b>	<b>Absent</b>
President Leticia De Lara Vice-President/Secretary Karen Borja Treasurer Mark Matthews Director Carole Rogers, RN Director Evett PerezGil Director Les Zendle, MD Director Arthur Shorr	Conrado E. Bázquez, MD, CEO Chris Christensen, CAO Donna Craig, Chief Program Officer Will Dean, Marketing and Communications Director Alejandro Espinoza, Program Officer and Outreach Director Eric Taylor, Accounting Manager Meghan Kane, Programs and Research Analyst Vanessa Smith, Special Projects and Program Manager Erica Huskey, Administrative and Program Assistant Andrea S. Hayles, Clerk of the Board  <u>Legal Counsel</u> Jeff Scott	

<b>AGENDA ITEMS</b>	<b>DISCUSSION</b>	<b>ACTION</b>
<b>A. Call to Order</b>  <b>Roll Call</b>	President De Lara called the meeting to order at 5:35 p.m.  The Clerk of the Board called the roll with all Directors' present.	
<b>B. Pledge of Allegiance</b>	President De Lara asked those in attendance to join in the Pledge of Allegiance.	
<b>C. Approval of Agenda</b>	President De Lara asked for a motion to approve the agenda.	<b>#21-07 MOTION WAS MADE by Director Zendle and seconded by Director Matthews to approve the agenda.</b> <b>Motion passed unanimously.</b> <b>AYES – 7 President De Lara, Vice-President Borja, Director Matthews, Director Rogers, Director PerezGil, Director Zendle, and Director Shorr</b> <b>NOES – 0</b> <b>ABSENT – 0</b>



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<b>D. Public Comment</b>	There was no public comment for items not listed on the agenda.	
<p><b>Consent Agenda</b></p> <p><b>1. BOARD MINUTES</b></p> <p style="padding-left: 20px;">a. Board of Directors Meeting – October 27, 2020</p> <p style="padding-left: 20px;">b. Special Meeting of the Board Housing as a Social Determinant of Health Workshop – November 5, 2020</p> <p><b>2. FINANCIALS</b></p> <p style="padding-left: 20px;">a. Approval of the October 2020 Financial Statements – F&amp;A Approved November 10, 2020</p> <p><b>3. POLICIES</b></p> <p style="padding-left: 20px;">a. Policy #BOD-07 Board Meeting Agenda</p> <p style="padding-left: 20px;">b. Policy #BOD-16 Policy for Propriety Confidential Personal Information</p> <p style="padding-left: 20px;">c. Policy #OP-01 Public Records</p> <p style="padding-left: 20px;">d. Policy #OP-03 Records Retention</p> <p style="padding-left: 20px;">e. Policy #OP-04 Electronic Communications Usage &amp; Retention Policy</p> <p style="padding-left: 20px;">f. Policy #OP-06 Delegating Minor Claims Settlement to CEO</p> <p style="padding-left: 20px;">g. Policy #OP-07 Lease Compliance</p> <p style="padding-left: 20px;">h. Policy #OP-08 Strategic Plan</p> <p style="padding-left: 20px;">i. Policy #OP-10 Policies and Procedures Including Bidding Regulations for Public Work</p> <p style="padding-left: 20px;">j. Policy #OP-11 Professional Services</p> <p style="padding-left: 20px;">k. Policy #OP-13 Sustainability Program</p>	President De Lara asked for a motion to approve the consent agenda.	<p><b>#21-08 MOTION WAS MADE by Director PerezGil and seconded by Director Shorr to approve the consent agenda.</b></p> <p><b>Motion passed unanimously.</b></p> <p><b>Motion passed unanimously.</b></p> <p><b>AYES – 7 President De Lara, Vice-President Borja, Director Matthews, Director Rogers, Director PerezGil, Director Zendle, and Director Shorr</b></p> <p><b>NOES – 0</b></p> <p><b>ABSENT – 0</b></p>



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<p><b>i. Policy #LPMP-01 Las Palmas Medical Plaza Policy for Leasing</b></p> <p><b>j. Policy #LPMP-02 Las Palmas Medical Plaza Lease Execution Policy</b></p>		
<p><b>F. Desert Healthcare District CEO Report</b></p> <p><b>1. Departing Director Mark Matthews and Newly Elected Board Member Carmina Zavala</b></p>	<p>Conrado Barzaga, MD, CEO, welcomed the newly elected Board Member, Carmina Zavala, and provided heartfelt remarks concerning Director Matthew's 23-year tenure and work at the District.</p> <p>Rubén AríAztlán Pérez, District Representative, Office of Assemblymember Eduardo Garcia, congratulated Carmina Zavala, presented, and read a resolution to Director Matthews for his commitment to the health and wellbeing of Coachella Valley residents.</p> <p>Greg Rodriguez, Government Relations and Public Policy Advisor, Office of Supervisor Perez, congratulated Carmina Zavala, and described the Supervisor's respect for Director Matthews for his leadership while also congratulating Director Matthews and presenting him with a proclamation on behalf of the County of Riverside.</p> <p>Linda Evans, Chief Strategy Officer, Desert Regional Medical Center, Desert Care Network, congratulated</p>	



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	<p>Carmina Zavala on her newly elected position, while expressing Director Matthews silent and vocal leadership for the betterment of the community, and on behalf of Michele Finney, CEO, Desert Regional Medical Center, Desert Care Network, presented Director Matthews with a certificate for his 23-years of service.</p> <p>Linda Evans, Mayor, City of La Quinta, described Director Matthew's involvement in the committees and special assignments to affect positive change and presented Director Matthews with a proclamation from the city.</p> <p>Dr. Bázquez, CEO, explained that in honor of Director Matthew's instrumental work in the production of the Wellness Park, a bench with a plaque will be dedicated to Director Matthews, and hopefully, soon, a picture could be taken with his family, framed, and presented to them.</p> <p>All Directors thanked Director Matthews for his service, and he, in turn, thanked Assemblymember Perez, Supervisor Perez, Desert Regional Medical Center, the Board, and the entire community.</p>	
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<p><b>2. Board of Supervisors Candidate Appointments to Zones 1, 5, and 7</b></p>	<p>Dr. Bárzaga, CEO, described the County Board of Supervisors appointing Zones 1, 5, and 7 to office instead of an election to serve as if they had been elected. The appointment will be issued after the Board Supervisors takes action.</p>	
<p><b>3. Special District Committee Members – Election Results for LAFCO Special District Alternate Member</b></p>	<p>Dr. Bárzaga, CEO, explained that a quorum was not met on ballots received for the special district alternate member, which resulted in an instant runoff. Steven Pastor, Lake Hemet Municipal Water District, received 22 votes, and in the future, LAFCO will follow-up with detailed information about how the instant runoff voting process was applied.</p>	
<p><b>4. December 10 – Swearing-In of Unopposed Directors, Newly Elected Board Member, Carmina Zavala, and Board and Staff &amp; Policies Communications Workshop</b></p>	<p>Dr. Bárzaga, CEO, described the upcoming swearing-in ceremony on December 10, of the unopposed members in Zones 1, 5, and 7, and the newly elected member Carmina Zavala representing Zone 3.</p>	
<p><b>5. Local Area Formation Commission (LAFCO) Municipal Services Review (MSR) – Resolution and Filing</b></p>	<p>Dr. Bárzaga, CEO, described the resolution and filing by the Local Area Formation Commission of the Districts Municipal Services Review.</p>	
<p><b>6. Health to Hope - \$150,000 Donation</b></p>	<p>Dr. Bárzaga, CEO, explained that the Board President of Health to Hope that serves the homeless community in the</p>	



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<p><b>7. United Way of the Desert – Equity Fund</b></p> <p><b>8. California Special Districts Association (CSDA) and Association of California Healthcare Districts (ACHD) Joint Virtual Legislative Tour – December 8 – Update</b></p>	<p>Coachella Valley reached out to the District, describing their discontinuation of services and the merger of their mission with another Federally Qualified Health Center – SAC Health System. The remaining assets must be expended, and Health to Hope invited the District to provide a proposal for the \$150k that will be combined with the District’s homelessness initiative.</p> <p>Dr. Bárzaga, CEO, described his conversation with Kristal Granados, CEO, United Way of the Desert, concerning Desert Highland Gateway Estates and exploring how the District could foster a collective impact approach to support the community to protect themselves concerning the addition of a gas station called Tower Market for groceries as opposed to a grocery store.</p> <p>Dr. Bárzaga, CEO, explained the joint virtual legislative tour between the California Special Districts Association and the Association of California Healthcare Districts. A brief video about the District featuring Dr. Bárzaga, President De Lara, and community supporters of the District was shown as part of the legislative tour.</p>	
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<p><b>9. Consideration to close the District and Satellite offices between Christmas and New Year's Day</b></p>	<p>Dr. Bárzaga, CEO, explained the numerous reasons to close the District and satellite office during the holidays. Since staff cannot have their yearly holiday luncheon or second annual dinner with the Board, the Board suggests providing Grub Hub gift cards or similar to the staff.</p>	<p><b>#21-09 MOTION WAS MADE by Director Matthews and seconded by Director Shorr to approve the closure of the District and Satellite offices between Christmas and New Year's Day and to provide food delivery gift cards in lieu of a holiday dinner.</b>  <b>Motion passed unanimously.</b>  <b>AYES – 7 President De Lara, Vice-President Borja, Director Matthews, Director Rogers, Director PerezGil, Director Zendle, and Director Shorr</b>  <b>NOES – 0</b>  <b>ABSENT – 0</b></p>
<p><b>G. Desert Regional Medical Center CEO Report</b></p>	<p>In the absence of Michele Finney, CEO, Desert Care Network (DCN), Desert Regional Medical Center (DRMC), Linda Evans, Chief Strategy Officer, DCN, and DRMC, provided an overview of the CEO report. DRMC, as of today, has thirty-six positive COVID patients, with six of the positive in the ICU, two pending patients under investigation (PUI), and seven more patients than last week, an approximate 25% increase over five days. JFK Memorial Hospital has eleven positive COVID patients and four PUI's with a decrease in patients, while DRMC has seen an increase in COVID patients.</p> <p>All DCN hospitals are registered with the California Department of Public Health (CDPH) for the vaccinations when they are available, and all hospitals have adequate</p>	



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	<p>PPE supplies within the network. As reported last week by Mrs. Finney concerning DRMC's comprehensive stroke designation, DRMC also received the renewal for chest pain accreditation from the Society of Chest Pain Center with Percutaneous Coronary Intervention (PCI).</p> <p>Visitor restrictions are still in place, and Hi-Desert Medical Center in San Bernardino County has modifications with outdoor visitation at the continuing care facilities, especially with long-term patients in skilled nursing and subacute facilities. In the Coachella Valley, newborns, the neonatal intensive care unit, and end of life situations still have visitor restrictions.</p> <p>Per Director PerezGil's inquiry last month, the union contract negotiations continue with no 10-day strike notice and good progress along the way.</p> <p>Hi-Desert Medical Center received through the Inland Empire Emergency Management Department a stroke receiving designation with all three hospitals (DRMC, JFK, and Hi-Desert) as designated stroke centers. The foundation with physician employees practicing in primary and specialty care, the neurologist and neuro-</p>	
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	<p>surgeon residents are currently seeing patients in the outpatient area in the Yucca Valley area of Hi-Desert.</p> <p>DCN is the best performing market for the lowest employee turnover rate and third-best in the first-year turnover. The annual volunteer turnover rate is 7.75, compared to other industries.</p>	
<p><b>H. Desert Regional Medical Center Governing Board of Directors Report</b></p>	<p>Director Rogers provided an overview of the November Governing Board meeting commencing with her inquiry whether Desert Regional Medical Center could accept the COVID vaccine and the fact that Pfizer’s vaccine requires dry ice placement twice per day, which is made from CO2, and may cause a shortage. SNF was previously closed due to COVID and has reopened as defined in the hospital lease for maintaining essential services. Complaints were reviewed from the staff and the public, and the California Department of Public Health (CDPH) website illustrates all hospital complaints in the state of California. An overview was provided by the medical executive committee concerning the credentialing of new physicians and peer reviews. Mrs. Rogers also inquired if the hospital tests all inpatients for COVID when</p>	



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	<p>admitted, and all patients are tested before admissions.</p> <p>Director Zendle further detailed the quality report and complaints explaining that the hospital provides reporting to CDPH and determines the origin and reason for the complaint with an analysis.</p> <p>Desert Regional Medical Center is fully operational for elective surgeries and other procedures; however, ER capacity is currently low.</p> <p>Director Shorr inquired if the District Board is advised of any sentinel events. Although the matters are public records, the CEO and legal counsel will provide feedback at the next meeting as directed by the Board.</p>	
<p><b>I.1. Program Committee</b></p> <ol style="list-style-type: none"> <li><b>1. Draft Meeting Minutes – November 10, 2020</b></li> <li><b>2. Funding Requests</b></li> <li><b>3. Grants Payment Schedule</b></li> <li><b>4. Consideration to approve Grant #1135 Hope Through Housing: Hope Through Housing Foundation Family Resilience – \$20,000</b></li> </ol>	<p>Director PerezGil provided an overview of the meeting minutes, funding requests, and the grant payment schedule.</p> <p>Donna Craig, Chief Program Officer, described the grant request of \$20k for essential services of 900 plus residents in low-income residences owned by the Hope Foundation Family.</p>	<p><b>#21-10 MOTION WAS MADE by Director Matthews and seconded by Director Rogers to approve Grant #1135 Hope Through Housing: Hope Through Housing Foundation Family Resilience – \$20,000.</b></p> <p><b>Motion passed unanimously.</b></p> <p><b>AYES – 7 President De Lara, Vice-President Borja, Director</b></p>



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<p><b>I.2. Board and Staff &amp; Policies Communications Committee</b></p> <p><b>1. Draft Meeting Minutes – November 9, 2020</b></p> <p><b>2. Policy #BOD-3 Appointment to Committees</b></p>	<p>President De Lara inquired on any questions concerning the minutes.</p> <p>Dr. Bázquez, CEO, described the workshop with Rauch Communications and the communications committee discussions recommending approval of the modifications to Policy #BOD-3 – Appointment to Committees.</p> <p>Director Rogers described the discussions, her concerns with eliminating community members, and requested that the policy is reviewed in one year with consideration of community participation on an ad hoc basis.</p> <p>Vice-President Borja explained that in Policy #OP-15 – Engagement of the Community, Public, and Subject Matter Experts, there is one item concerning necessary languages to ensure communication is effective to attendees. However, Mrs. Borja requested that the committee, at some point, review and consider an emphasis on language access and language needs with a</p>	<p><b>Matthews, Director Rogers, Director PerezGil, Director Zendle, and Director Shorr</b> <b>NOES – 0</b> <b>ABSENT – 0</b></p> <p><b>#21-11 MOTION WAS MADE by Director PerezGil and seconded by Director Zendle to approve modifications to Policy #BOD-3 Appointment to Committees removing community members from all committees.</b> <b>Motion passed 6-1.</b> <b>AYES – 6 President De Lara, Vice- President Borja, Director Matthews, Director PerezGil, Director Zendle, and Director Shorr</b> <b>NOES – 1 Director Rogers</b> <b>ABSENT – 0</b></p>
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	<p>stand-alone section on providing meeting materials and communications in Spanish to the purpose, the standards, and the key policy principles for engagement sections of the policy.</p>	
<p><b>I.3. Strategic Planning Committee</b>  <b>1. Draft Meeting Minutes – November 9, 2020</b>   <b>2. Community Health Needs Assessment and Health Improvement Plan Update</b>  <b>a. Focus Groups</b></p>	<p>Director Zendle described the minutes of the Strategic Planning Committee, the update on the RFP’s, and the report on the community health needs assessment, which has hindered outreach of the focus groups due to COVID.</p>	
<p><b>I.4. Finance, Legal, Administration &amp; Real Estate</b>   <b>1. Draft Meeting Minutes – November 10, 2020</b>   <b>2. District &amp; RPP Investment Reports 3Q20</b>   <b>3. Director Shorr’s Temporary Chair Appointment to the Finance, Legal, Administration &amp; Real Estate Committee</b></p>	<p>President De Lara, in Director Matthews’ absence, described the minutes of the November 10, meeting, the RPP investment reports, and Director Shorr’s temporary appointment as Chair to the F&amp;A Committee until the new assignments are outlined and voted.</p>	
<p><b>4. LPMP Landscape Renovation and Fire Alarm Electrical Construction Contract</b></p>	<p>Chris Christensen, CAO, described the Board’s prior approval of the landscape plans, cost estimates, and phasing plan estimated at \$313k. The electrical element needs completion per city requirements and was included in the project for connection of the fire alarm</p>	<p><b>#21-12 MOTION WAS MADE by Director Shorr and seconded by Director Matthews to approve the LPMP Landscape Renovation and Fire Alarm Electrical Construction Contract. Motion passed unanimously. AYES – 7 President De Lara, Vice-President Borja, Director Matthews, Director Rogers,</b></p>



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	<p>system. A public bidding process took place, the F&amp;A Committee was presented with three options, one of which was a rebidding process, also recommended for consideration by the Board with approval of a higher bid than originally budgeted at \$400k.</p> <p>The lowest bid by Marina Landscape of \$531k is recommended by the F&amp;A Committee for approval by the Board.</p>	<p><b>Director PerezGil, Director Zende, and Director Shorr NOES – 0 ABSENT – 0</b></p>
<p><b>J. Old Business</b></p>	<p>There was no old business.</p>	
<p><b>K. New Business</b></p> <p><b>1. Communications and Media Updates</b></p> <p><b>a. Deemed essential, California Farm Workers Risk Disease and Deportation Conrado Bárzaga, MD, CEO, DHCD; Supervisor V. Manuel Perez; Volunteers In Medicine; Lift to Rise, and TODEC Legal Center</b></p> <p><b>2. Desert Sun – The Coachella Valley is a virus hot spot, but that's not the only reason Riverside County is back in the purple tier – Preparing Workers in Eastern Valley</b></p>	<p>Will Dean, Marketing and Communications Director, described the PBS NewsHour airing on November 11, featuring the District, Supervisor Perez, and other community partners. President De Lara thanked the CEO and Mr. Dean for their work on the project and public information efforts.</p> <p>Will Dean, Marketing and Communications Director, described the Desert Sun’s article on the Coachella Valley COVID hotspots, and the quotes featuring Dr. Bárzaga, CEO, and Alejandro Espinoza, Program Officer and Outreach Director. The Desert Sun also published two additional stories featuring the District and Farmworkers concerning</p>	



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	<p>advocacy, labor rights, and prioritizing those communities for COVID vaccinations.</p> <p>Dr. Bárzaga, CEO, described the District’s involvement in the Department of Public Health’s upcoming advisory group that will function for recommendations on levels of preference for the COVID vaccination while ensuring that Farmworkers remain a priority.</p> <p>Director Zendle inquired if there is an opportunity for the Board to provide direction to the CEO and speak on behalf of the Board concerning vaccinations and the farm working communities as illustrated in the Desert Sun article and per Dr. Bárzaga’s remarks on their significance in the Coachella Valley, which the Board agreed.</p> <p>Director Rogers inquired if the testing locations could be published on the website, including a link to Riverside University Health Systems as recommended by Director Zendle. For instance, people experiencing homelessness are not authorized to enter shelters until they are tested, and often are not sure of the various testing locations throughout the Valley.</p> <p>Vice-President Borja asked staff to take into</p>	
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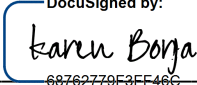
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	<p>consideration the service sector of the Valley that are low income workers, such as union workers and other essential workers as well that require the vaccine.</p> <p>President De Lara thanked the CEO, staff, and the District partners for raising the profile of the District and working towards the needed resources of the residents in the Coachella Valley.</p>	
<p><b>L. Legal</b></p> <p><b>1. Request for Proposals for Financial and Strategic Advisor to Review Options and Alternatives Related to the Hospital Lease, including New Programs, Services, and Facilities –</b></p> <p><b>2. California Voting Rights Act</b></p>	<p>Dr. Bárzaga, CEO, described the draft request for proposals to assist with identifying and guiding the transactions of the current lease with Tenet Healthcare.</p> <p>Jeff Scott, Legal Counsel, explained the landmark ruling case and a judgment in favor of the city of Santa Monica that the city did not violate the California Voting Rights Act with no wrong to remedy, and the only case in California overturned over the at-large election system.</p>	<p><b>#21-13 MOTION WAS MADE by Vice-President Borja and seconded by Director Zendle to approve Request for Proposals for a Financial and Strategic Advisor to Review Options and Alternatives Related to the Hospital Lease, including New Programs, Services, and Facilities.</b></p> <p><b>Motion passed unanimously.</b></p> <p><b>AYES – 7</b> President De Lara, Vice-President Borja, Director Matthews, Director Rogers, Director PerezGil, Director Zendle, and Director Shorr</p> <p><b>NOES – 0</b></p> <p><b>ABSENT – 0</b></p>



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<b>M. Immediate Issues and Comments</b>		
<b>N. Adjournment</b>	President De Lara adjourned the meeting at 7:06 p.m. in recognition of Director Matthews 23-year tenure with the District.	<b>Audio recording available on the website at <a href="http://dhcd.org/Agendas-and-Documents">http://dhcd.org/Agendas-and-Documents</a></b>

DocuSigned by:  
  
 ATTEST: \_\_\_\_\_  
 Karen Borja, Vice-President/Secretary  
 Desert Healthcare District Board of Directors

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