



TAHOE FOREST HOSPITAL DISTRICT

# 2017-08-24 Regular Meeting of the Board of Directors

Thursday, August 24, 2017 at 4:00pm

Tahoe City Public Utility District

221 Fairway Drive, Tahoe City, CA 96145

# Meeting Book - 2017-08-24 Regular Meeting of the Board of Directors

08/24/17 Agenda

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## AGENDA

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## ITEMS 1 - 11 See Agenda

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## 12. ACKNOWLEDGMENTS

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12.2. Becker's Community Hospital CIOs to Know.pdf Page 8

12.3. IVCH Receives HFAP Accreditation.pdf Page 10

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## 13. CONSENT CALENDAR

### 13.1. Approval of Meeting Minutes

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### 13.2. Financial Report

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### 13.3. Incline Village Community Hospital Foundation

13.3.1. IVCH Foundation Board Member Nomination.pdf Page 22

### 13.4. Informational Reports

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## 14. ITEMS FOR BOARD ACTION

14.1. 2017 Compliance Program 2nd Quarter Report OPEN SESSION Informational Report.pdf Page 29

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## 15. ITEMS FOR BOARD DISCUSSION

### 15.1. Board Education

15.1.1. Master Plan Phase One Presentation.pdf Page 32

15.1.1. Master Plan Phase One Presentation.pdf Page 38

### 15.2. Board Strategic Goals

No related materials.

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## 16. DISCUSSION OF CONSENT CALENDAR ITEMS PULLED, IF NECESSARY

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17. BOARD COMMITTEE REPORTS/RECOMMENDATIONS FOR  
DISCUSSION AND/OR ACTION

17.1. 2017-08-22 Board Finance Committee\_Agenda.pdf

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ITEMS 18 - 23: See Agenda

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24. ADJOURN



# REGULAR MEETING OF THE BOARD OF DIRECTORS AGENDA

Thursday, August 24, 2017 at 4:00 p.m.

**Please note location change:**

Tahoe City Public Utility District Office  
221 Fairway Drive, Tahoe City, CA 96145

**1. CALL TO ORDER**

**2. ROLL CALL**

**3. CLEAR THE AGENDA/ITEMS NOT ON THE POSTED AGENDA**

**4. INPUT AUDIENCE**

This is an opportunity for members of the public to comment on any closed session item appearing before the Board on this agenda. Please state your name for the record. Comments are limited to three minutes. Written comments should be submitted to the Clerk of the Board 24 hours prior to the meeting to allow for distribution.

**5. CLOSED SESSION**

**5.1. Conference with Labor Negotiator (Government Code § 54957.6)**

*Name of District Negotiator(s) to Attend Closed Session: Alex MacLennan and Richard Rybicki  
Employee Organization(s): Employees Association and Employees Association of Professionals*

**5.2. Conference with Real Property Negotiator (Government Code § 54956.8)**

*Property Address: 10111 Lake Avenue, Truckee, CA 96161  
Agency Negotiator: Judy Newland  
Negotiating Parties: Christine Sproehnl  
Under Negotiation: Price & Terms of Payment*

**5.3. Hearing (Health & Safety Code § 32155)**

*Subject Matter: Corporate Compliance Report – Closed Session  
Number of items: One (1)*

**5.4. Hearing (Health & Safety Code § 32155)**

*Subject Matter: Second Quarter 2017 Service Excellence Report – Closed Session  
Number of items: One (1)*

**5.5. Conference with Legal Counsel; Anticipated Litigation (Gov. Code § 54956.9(d)(2) & (d)(3))**

*A point has been reached where, in the opinion of the Board on the advice of its legal counsel, based on the below-described existing facts and circumstances, there is a significant exposure to litigation against the District.*

*Facts and circumstances that might result in litigation but which the District believes are not yet known to potential plaintiff or plaintiffs. (Gov. Code 54956.9 (e)(1))*

**5.6. Conference with Legal Counsel; Anticipated Litigation (Gov. Code § 54956.9(d)(2) & (d)(3))**

Regular Meeting of the Board of Directors of Tahoe Forest Hospital District  
**August 24, 2017 AGENDA – Continued**

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*A point has been reached where, in the opinion of the Board on the advice of its legal counsel, based on the below-described existing facts and circumstances, there is a significant exposure to litigation against the District.*

*Facts and circumstances that might result in litigation but which the District believes are not yet known to potential plaintiff or plaintiffs. (Gov. Code 54956.9 (e)(1))*

**5.7. Approval of Closed Session Minutes** ◆

07/27/2017

**5.8. TIMED ITEM – 5:30PM – Hearing (Health & Safety Code § 32155)** ◆

*Subject Matter: Medical Staff Credentials*

**6. DINNER BREAK**

**APPROXIMATELY 6:00 P.M.**

**7. OPEN SESSION – CALL TO ORDER**

**8. REPORT OF ACTIONS TAKEN IN CLOSED SESSION**

**9. CLEAR THE AGENDA/ITEMS NOT ON THE POSTED AGENDA**

**10. INPUT – AUDIENCE**

This is an opportunity for members of the public to address the Board on items which are not on the agenda. Please state your name for the record. Comments are limited to three minutes. Written comments should be submitted to the Board Clerk 24 hours prior to the meeting to allow for distribution. Under Government Code Section 54954.2 – Brown Act, the Board cannot take action on any item not on the agenda. The Board may choose to acknowledge the comment or, where appropriate, briefly answer a question, refer the matter to staff, or set the item for discussion at a future meeting.

**11. INPUT FROM EMPLOYEE ASSOCIATIONS**

This is an opportunity for members of the Employee Associations to address the Board on items which are not on the agenda. Please state your name for the record. Comments are limited to three minutes.

**12. ACKNOWLEDGMENTS**

- 12.1. August 2017 Employee of the Month .....ATTACHMENT
- 12.2. Jake Dorst named on Becker’s Top 100 Community Hospital CIO to Know list .....ATTACHMENT
- 12.3. IVCH awarded Healthcare Facilities Accreditation .....ATTACHMENT

**13. CONSENT CALENDAR** ◆

These items are expected to be routine and non-controversial. They will be acted upon by the Board without discussion. Any Board Member, staff member or interested party may request an item to be removed from the Consent Calendar for discussion prior to voting on the Consent Calendar.

**13.1. Approval of Minutes of Meetings**

7/27/2017.....ATTACHMENT

**13.2. Financial Report**

13.2.1. Financial Report - July 2017 .....ATTACHMENT

**13.3. Incline Village Community Hospital Foundation**

13.3.1. Board Member Appointment .....ATTACHMENT

**13.4. Staff Reports (Information Only)**

Regular Meeting of the Board of Directors of Tahoe Forest Hospital District  
**August 24, 2017 AGENDA – Continued**

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- 13.4.1. CEO Board Report .....ATTACHMENT
- 13.4.2. COO Board Report.....ATTACHMENT
- 13.4.3. CNO Board Report.....ATTACHMENT
- 13.4.4. CIO Board Report .....ATTACHMENT
- 13.4.5. CMO Board Report.....ATTACHMENT

**14. ITEMS FOR BOARD ACTION ◆**

- 14.1. **Corporate Compliance Report** .....ATTACHMENT  
The Board of Directors will review and consider acceptance of a First Quarter 2017 Corporate Compliance Report.

**15. ITEMS FOR BOARD DISCUSSION**

- 15.1. **Board Education**
  - 15.1.1. **Master Plan Phase One Presentation**.....ATTACHMENT  
The Board of Directors will receive a presentation on the District’s phase one master planning efforts.
- 15.2. **Board Strategic Goals**  
The Board of Directors will discuss its long term strategic goals.

**16. DISCUSSION OF CONSENT CALENDAR ITEMS PULLED, IF NECESSARY**

**17. BOARD COMMITTEE REPORTS/RECOMMENDATIONS FOR DISCUSSION AND/OR ACTION**

- 17.1. **Finance Committee Meeting – 08/22/2017** ..... ATTACHMENT
- 17.2. **Personnel – Retirement Subcommittee Meeting** – No meeting held in August.
- 17.3. **Finance Committee Meeting** – No meeting held in August.
- 17.4. **Governance Committee Meeting** – No meeting held in August.
- 17.5. **Community Benefit Committee Meeting** – No meeting held in August.

**18. AGENDA INPUT FOR UPCOMING COMMITTEE MEETINGS**

**19. ITEMS FOR NEXT MEETING**

**20. BOARD MEMBERS REPORTS/CLOSING REMARKS**

**21. CLOSED SESSION CONTINUED, IF NECESSARY**

**22. OPEN SESSION**

**23. REPORT OF ACTIONS TAKEN IN CLOSED SESSION, IF NECESSARY**

**24. ADJOURN**

*The next regularly scheduled meeting of the Board of Directors of Tahoe Forest Hospital District is September 28, 2017 at Tahoe Truckee Unified School District (TTUSD), 11603 Donner Pass Road, Truckee, CA 96161. A copy of the Board meeting agenda is posted on the District’s web site ([www.tfhd.com](http://www.tfhd.com)) at least 72 hours prior to the meeting or 24 hours prior to a Special Board Meeting.*

\*Denotes material (or a portion thereof) may be distributed later.

Note: It is the policy of Tahoe Forest Hospital District to not discriminate in admissions, provisions of services, hiring, training and employment practices on the basis of color, national origin, sex, religion, age or disability including AIDS and related conditions. Equal Opportunity Employer. The meeting location is accessible to people with disabilities. Every reasonable effort will be made to accommodate participation of the disabled in all of the District’s public meetings. If particular accommodations for the disabled are needed (i.e., disability-related aids or other services), please contact the Executive Assistant at 582-3481 at least 24 hours in advance of the meeting.



**Employee of the Month, August 2017  
Gwen VanNatta,  
Administrative Assistant- Wellness Neighborhood**

We are honored to announce Gwen Van Natta, Administrative Assistant, Wellness Neighborhood as our August Employee of the Month.

Gwen has been the driving force and the glue behind the success of the newest department at Tahoe Forest. She is able to organize and lead the many different parts of the Wellness Neighborhood team with kindness and professionalism. Gwen not only provides for her own department but has become a resource for many other departments and staff within the Health System.

Gwen works as a team player and her coworkers feel she is a great person to work alongside. She is always understanding when working with patients directly and indirectly at the Center for Health and Sports Performance and in the hospital setting. Gwen embodies excellence in her willingness to take on new projects, has a keen eye for process improvements, and is a calm and steady force that gets things done.

Gwen meets and exceeds the definition of the TFHS mission and values but most of all has been an asset to our hospital and the Center for Health and Sports Performance because of her kindness, professionalism, and willingness to take on new things.

**Please join us in congratulating all of our Terrific Nominees!**

**Darin Head- EVS Aide- EVS  
Ruth Torres- Clerical/Receptionist-IVCH Health Clinic  
Caitlin Johnson- Access Rep I- Pt. Reg**



**FOR IMMEDIATE RELEASE**

August 1, 2017

Contact: Paige Thomason  
Tahoe Forest Health System  
Director of Marketing/Communications  
(530) 582-6290  
[pthomason@tfhd.com](mailto:pthomason@tfhd.com)

**Becker's Hospital Review Names 100  
Community Hospital CIOs to Know**

Jake Dorst, TFHS CIO, Recognized  
[www.tfhd.com](http://www.tfhd.com)

*(Tahoe/Truckee, Calif.)* – Becker's Hospital Review recently presented its first edition of 100 Community Hospital CIOs to Know. Jake Dorst, Chief Information and Innovation Officer at Tahoe Forest Health System was named with this prestigious designation.

Hospitals and health systems rely on CIOs and IT department leaders to develop a long-term technology strategy and oversee EMR implementation and support, telehealth, health information exchanges, cybersecurity and more. Those who lead a community hospital or health system's IT department and functions face unique challenges in their efforts to connect with patients, physician offices and other care settings—often across broad geographies using limited resources.

The professionals on the Becker's list of 100 are set apart by the outstanding recognitions they've earned and exciting new projects they're piloting. Many individuals on this list are members of the Health Integration and Management Systems Society, and their workplaces earned spots on Hospitals & Health Network's Health Care's Most Wired list in 2017.

The Becker's editorial team solicited nominations and conducted internal research to develop this list. Individuals and organizations represented did not pay and cannot pay for inclusion. For the complete list, go to [Becker's Hospital Review](#).

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***About Becker's Hospital Review***

*Becker's Hospital Review* is a monthly publication offering up-to-date business and legal news and analysis relating to hospitals and health systems. Content is geared toward high-level hospital leaders, and we work to provide valuable content, including hospital and health system news, best practices and legal guidance specifically for these decision-makers. Each issue of *Becker's Hospital Review* reaches more than 18,000 people, primarily acute-care hospital CEOs, CFOs and CIOs.

***About Tahoe Forest Health System***

*Tahoe Forest Health System, with locations in Truckee, CA, and Incline Village, NV, offers 24-hour emergency care, a total joint orthopedic program including direct anterior hip replacement surgery,*



*physician multi-specialty clinics, OB department, and CoC-accredited cancer center. With a strong focus on high quality patient care, community collaboration, clinical excellence and innovation, Tahoe Forest Health System is a UC Davis Rural Center of Excellence. For a complete list of physician specialties and services, visit [www.tfhf.com](http://www.tfhf.com).*

High-resolution photo attached: Jake Dorst.jpg. Caption - Jake Dorst, Chief Information Officer, Tahoe Forest Health System.

**FOR IMMEDIATE RELEASE**  
Thomason  
August 9, 2017  
Marketing/Communications



Paige  
Director of

Tahoe Forest Health System  
(530) 582-6290  
[pthomason@tfhd.com](mailto:pthomason@tfhd.com)

**INCLINE VILLAGE COMMUNITY HOSPITAL AWARDED HEALTHCARE FACILITIES  
ACCREDITATION PROGRAM (HFAP) ACCREDITATION**

[www.tfhd.com](http://www.tfhd.com)

**(Incline Village, Nevada)** – Incline Village Community Hospital was recently awarded accreditation from the Healthcare Facilities Accreditation Program (HFAP), an independent, accreditation organization recognized by the Centers for Medicare and Medicaid Services (CMS). It earned this distinction after the HFAP conducted an extensive and objective review of the quality and safety standards of Incline Village Community Hospital.

“We’re proud to achieve this prestigious distinction,” said Judy Newland, Administrator, Incline Village Community Hospital/ Chief Operating Officer, Tahoe Forest Health System. “The awarding of the HFAP accreditation is a significant achievement that recognizes our commitment to providing outstanding care to our patients and our community. In fact, quality is consistently the priority focus in our strategic plans and goals.”

“Incline Village Community Hospital clearly demonstrates a commitment to quality patient care,” said Lawrence Haspel, DO Chairman of the Bureau of Healthcare Facilities Accreditation for the HFAP. “We base our decision on federal standards, as well as recognized national standards for patient safety, quality improvement, and environmental safety. Incline Village Community Hospital met or exceeded the standards in every case.”

**About HFAP:**

*The Healthcare Facilities Accreditation Program (HFAP) is a nationally recognized not-for-profit accreditation organization with deeming authority from the Centers for Medicare and Medicaid Services. Originally created in 1945, the HFAP is the oldest accrediting body in the country. The HFAP surveying process and standards benefit from oversight by a wide range of medical professionals, including both allopathic and osteopathic disciplines. The HFAP accreditation is recognized by the federal government, state governments, managed care organizations, and insurance companies. For more information about the Healthcare Facilities Accreditation Programs, go to: [www.hfap.org](http://www.hfap.org).*

*In 2015, the HFAP was acquired by the Accreditation Association, a family of organizations committed to developing standards to advance and promote patient safety, quality care and value for health care through peer-based accreditation processes, education and research. Accreditation Association organizations include the Accreditation Association for Ambulatory Health Care (AAAHC), Accreditation Association for Hospitals/Health Systems (AAHHS), AAAHC Institute for Quality Improvement and Acreditas Global.*

**About Tahoe Forest Health System**

*Tahoe Forest Health System, with locations in Truckee, CA, and Incline Village, NV, offers 24-hour emergency care, a total joint orthopedic program including direct anterior hip replacement surgery, physician multi-specialty clinics, OB department, and CoC-accredited cancer center. With a strong focus on high quality patient care, community collaboration, clinical excellence and innovation, Tahoe Forest Health System is a UC Davis Rural Center of Excellence. Incline Village Community Hospital has been a proud part of Tahoe Forest Health System since 1996. IVCH provides excellent 24/7, 365 emergency care and outpatient services to the North Shore communities of Lake Tahoe. IVCH is a four-time recipient of the Press Ganey Guardian of Excellence award based on patient satisfaction (2013, 2014, 2015 and 2016). For a complete list of physician specialties and services, visit [www.tfhd.com](http://www.tfhd.com).*



# REGULAR MEETING OF THE BOARD OF DIRECTORS

## DRAFT MINUTES

Thursday, July 27, 2017 at 4:00 p.m.  
Tahoe Truckee Unified School District (TTUSD) Office  
11603 Donner Pass Rd, Truckee, CA 96161

### 1. CALL TO ORDER

Meeting was called to order at 4:00 p.m.

### 2. ROLL CALL

Board: Charles Zipkin, M.D., Board President; Dale Chamblin, Treasurer; Randy Hill, Secretary; Alyce Wong, R.N., Board Member

Staff in attendance: Harry Weis, Chief Executive Officer; Matt Mushet, In-House Counsel; Martina Rochefort, Clerk of the Board

Other: David Ruderman, Assistant General Counsel

### 3. CLEAR THE AGENDA/ITEMS NOT ON THE POSTED AGENDA

No changes were made to the agenda.

### 4. INPUT AUDIENCE

No public comment was received.

### 5. CLOSED SESSION

#### 5.1. Hearing (Health & Safety Code § 32155)

*Subject Matter: First Quarter 2017 Quality Dashboard Report – Closed Session*

*Number of items: One (1)*

Discussion was held on a privileged item.

#### 5.2. Report Involving Trade Secrets (Health & Safety Code § 32106)

*Proposed New Program: One (1) item*

*Estimated date of public disclosure: 10/31/2017*

Discussion was held on a privileged item.

#### 5.3. Public Employee Performance Evaluation (Gov. Code § 54957)

*Title: Chief Executive Officer*

Discussion was held on a privileged item.

#### 5.4. Approval of Closed Session Minutes ♦

06/22/2017

Discussion was held on a privileged item.

#### 5.5. TIMED ITEM – 5:30PM – Hearing (Health & Safety Code § 32155) ♦

*Subject Matter: Medical Staff Credentials*

Discussion was held on a privileged item.

**6. DINNER BREAK**

**7. OPEN SESSION – CALL TO ORDER**

Open Session reconvened at 6:00 p.m.

**8. REPORT OF ACTIONS TAKEN IN CLOSED SESSION**

General Counsel no reportable action on items 5.1.-5.3. Items 5.4. and 5.5. were approved on 5-0 votes.

**9. CLEAR THE AGENDA/ITEMS NOT ON THE POSTED AGENDA**

No changes were made to the agenda.

**10. INPUT – AUDIENCE**

Public comment was received from an anonymous audience member.

**11. INPUT FROM EMPLOYEE ASSOCIATIONS**

Public comment was received from Juan Abarca-Sanchez.

**12. ACKNOWLEDGMENTS**

Board President added an acknowledgment to congratulate General Counsel Michael Colantuono as he was elected President of the California State Bar Association.

**12.1.** Dean Rinde named July 2017 Employee of the Month

**12.2.** Karen Sessler, M.D. received 2017 Spirit of Giving Award

**12.3.** TFHD named on Becker's Top 62 Critical Access Hospitals to Know list

**13. MEDICAL STAFF EXECUTIVE COMMITTEE**

**13.1.** Medical Executive Committee (MEC) Meeting Consent Agenda

MEC recommended the following for approval by the Board of Directors: Revised ENT Privilege Form (to include privileges at IVCH) and Revised RN Anticoagulation Protocol (outpatient clinics).

**ACTION:** Motion made by Director Brown, seconded by Director Hill, to approve the revised ENT Privilege Form and revised RN Anticoagulation Protocol as presented.

**AYES:** Directors Brown, Wong, Chamblin, Hill and Zipkin

**NAYS:** None

**Abstention:** None

**14. CONSENT CALENDAR**

These items are expected to be routine and non-controversial. They will be acted upon by the Board without discussion. Any Board Member, staff member or interested party may request an item to be removed from the Consent Calendar for discussion prior to voting on the Consent Calendar.

**14.1. Approval of Minutes of Meetings**

4/27/2017, 6/20/2017, 6/22/2017, 6/28/2017

**14.2. Financial Report**

**14.2.1.** Financial Report- June 2017

**14.3. Staff Reports (Information Only)**

- 14.3.1. CEO Board Report
- 14.3.2. COO Board Report
- 14.3.3. CNO Board Report
- 14.3.4. CIO Board Report
- 14.3.5. CMO Board Report

**ACTION:** Motion made by Director Chamblin, seconded by Director Wong, to approve the consent calendar as presented.

**AYES:** Directors Brown, Wong, Chamblin, Hill and Zipkin

**NAYS:** None

**Abstention:** None

**15. ITEMS FOR BOARD ACTION**

**15.1. Mammography Replacement Project Bid**

Discussion was held.

Rick McConn, Chief Facilities Officer, noted Coffey Building was not listed under recommended contractors on page 2 of the bid and would need to be added.

**ACTION:** Motion made by Director Brown, seconded by Director Hill, to award the contracts in the bid as presented.

**AYES:** Directors Brown, Wong, Chamblin, Hill and Zipkin

**NAYS:** None

**Abstention:** None

**15.2. Cannabis Land Use Considerations**

Discussion was held.

Public comment was received from John Faulk, Dr. Chris Arth and Chris Shearin.

Discussion was held.

Public comment was received from Karen Baffone.

**ACTION:** Motion made by Director Hill, seconded by Director Wong, to approve the following statement to be submitted to the Truckee Town Council: “The cultivation, distribution or use of marijuana is not congruent with our mission to promote and protect the health and safety of our community.”

**Roll call vote taken.**

**Brown – AYE**

**Wong – AYE**

**Chamblin – AYE**

**Hill – AYE**

**Zipkin – AYE**

**15.3. Resolution 2017-04 General Obligation Bond Property Tax Rate Calculation**

Discussion was held.

**ACTION:** Motion made by Director Zipkin, seconded by Director Brown, to accept the CFO's recommendation to use 90% of the reserve and approve a \$18.93 rate per 100,000. Roll call vote taken.

Brown – AYE

Wong – NO

Chamblin – NO

Hill – NO

Zipkin – AYE

Motion failed.

**ACTION:** Motion made by Director Chamblin, seconded by Director Wong, to use 75% of the reserve and approve a \$19.78 rate per 100,000. Roll call vote taken.

Brown – AYE

Wong – AYE

Chamblin – AYE

Hill – AYE

Zipkin – NO

**15.4. Approval of TFHD Rate Increase Proposal**

Discussion was held.

Public comment was received from Juan Abarca-Sanchez.

Discussion was held.

**ACTION:** Motion made by Director Chamblin seconded by Director Hill to approve a 5% in aggregate rate increase, effective August 1, 2017. Roll call vote taken.

Brown – AYE

Wong – AYE

Chamblin – AYE

Hill – AYE

Zipkin – AYE

**16. ITEMS FOR BOARD DISCUSSION**

**16.1. Board Education**

**16.1.1. Credentialing Peer Review Process Presentation**

Discussion was held.

**16.1.2. Estes Park Conference**

Discussion was held.

No public comment received.

**16.2. Board Strategic Goals**

No discussion was held. Item was added to the agenda for the opportunity to discuss any strategic goals.

No public comment received.

**17. DISCUSSION OF CONSENT CALENDAR ITEMS PULLED, IF NECESSARY**

None.

**18. BOARD COMMITTEE REPORTS/RECOMMENDATIONS FOR DISCUSSION AND/OR ACTION**

**18.1. Quality Committee Meeting – 07/11/2017**

Director Wong provided an update from the recent Quality Committee meeting.

**18.2. Personnel – Retirement Subcommittee Meeting – 07/24/2017**

Director Wong provided an update from the recent Personnel Committee meeting.

**18.3. Finance Committee Meeting – 07/25/2017**

Director Chamblin provided an update from the recent Finance Committee meeting.

**18.4. Governance Committee Meeting – No meeting held in June.**

**18.5. Community Benefit Committee Meeting – No meeting held in June.**

**19. AGENDA INPUT FOR UPCOMING COMMITTEE MEETINGS**

None.

**20. ITEMS FOR NEXT MEETING**

- Tahoe City location for August meeting
- Employee Engagement Survey

**21. BOARD MEMBERS REPORTS/CLOSING REMARKS**

None.

**22. CLOSED SESSION CONTINUED, IF NECESSARY**

Not applicable.

**23. OPEN SESSION**

Not applicable.

**24. REPORT OF ACTIONS TAKEN IN CLOSED SESSION, IF NECESSARY**

Not applicable.

**25. ADJOURN**

Meeting adjourned at 7:42 p.m.



TAHOE FOREST HOSPITAL DISTRICT  
STATEMENT OF NET POSITION  
JULY 2017 - PRELIMINARY

	Jul-17	PRELIMINARY Jun-17	Jul-16	
<b>ASSETS</b>				
<b>CURRENT ASSETS</b>				
* CASH	\$ 9,507,056	\$ 11,748,820	\$ 8,220,836	1
PATIENT ACCOUNTS RECEIVABLE - NET	17,877,058	18,473,456	18,901,452	2
OTHER RECEIVABLES	4,420,998	4,045,416	4,594,098	
GO BOND RECEIVABLES	575,119	252,615	(285,433)	
ASSETS LIMITED OR RESTRICTED	6,511,823	6,430,605	6,344,728	
INVENTORIES	2,983,540	2,989,296	2,690,052	
PREPAID EXPENSES & DEPOSITS	2,206,022	1,455,988	1,796,229	
ESTIMATED SETTLEMENTS, M-CAL & M-CARE	599,582	599,582	4,732,808	
<b>TOTAL CURRENT ASSETS</b>	<b>44,681,198</b>	<b>45,995,777</b>	<b>46,994,770</b>	
<b>NON CURRENT ASSETS</b>				
ASSETS LIMITED OR RESTRICTED:				
* CASH RESERVE FUND	61,374,995	61,244,140	55,958,822	1
BANC OF AMERICA MUNICIPAL LEASE	246,537	246,537	981,619	
TOTAL BOND TRUSTEE 2002	3	3	3	
TOTAL BOND TRUSTEE 2015	136,569	1,316,800	222,350	3
GO BOND PROJECT FUND	1	1	922,601	
GO BOND TAX REVENUE FUND	1,218,968	3,976,560	1,130,156	4
DIAGNOSTIC IMAGING FUND	3,186	3,179	3,164	
DONOR RESTRICTED FUND	1,148,504	1,146,114	1,140,621	
WORKERS COMPENSATION FUND	18,490	7,237	25,591	
TOTAL	64,147,253	67,940,570	60,384,927	
LESS CURRENT PORTION	(6,511,823)	(6,430,605)	(6,344,728)	
TOTAL ASSETS LIMITED OR RESTRICTED - NET	57,635,430	61,509,966	54,040,199	
NONCURRENT ASSETS AND INVESTMENTS:				
INVESTMENT IN TSC, LLC	(301,864)	(301,864)	43,372	
PROPERTY HELD FOR FUTURE EXPANSION	836,353	836,353	836,353	
PROPERTY & EQUIPMENT NET	130,650,773	130,828,393	128,606,625	
GO BOND CIP, PROPERTY & EQUIPMENT NET	33,478,696	33,438,822	29,763,818	
<b>TOTAL ASSETS</b>	<b>266,980,586</b>	<b>272,307,446</b>	<b>260,285,137</b>	
DEFERRED OUTFLOW OF RESOURCES:				
DEFERRED LOSS ON DEFEASANCE	501,018	504,250	539,807	
ACCUMULATED DECREASE IN FAIR VALUE OF HEDGING DERIVATIVE	1,548,299	1,548,299	2,281,527	
DEFERRED OUTFLOW OF RESOURCES ON REFUNDING	6,243,839	6,267,544	6,528,295	
GO BOND DEFERRED FINANCING COSTS	489,367	491,302	512,582	
DEFERRED FINANCING COSTS	198,693	199,733	211,176	
<b>TOTAL DEFERRED OUTFLOW OF RESOURCES</b>	<b>\$ 8,981,216</b>	<b>\$ 9,011,128</b>	<b>\$ 10,073,387</b>	
<b>LIABILITIES</b>				
<b>CURRENT LIABILITIES</b>				
ACCOUNTS PAYABLE	\$ 3,959,731	\$ 6,105,342	\$ 6,953,649	5
ACCRUED PAYROLL & RELATED COSTS	9,007,773	8,329,052	8,824,000	6
INTEREST PAYABLE	112,212	415,333	116,078	7
INTEREST PAYABLE GO BOND	(2,087)	1,553,417	-	8
ESTIMATED SETTLEMENTS, M-CAL & M-CARE	161,414	976,749	49,474	9
HEALTH INSURANCE PLAN	1,211,751	1,211,751	1,307,731	
WORKERS COMPENSATION PLAN	1,703,225	1,703,225	1,120,980	
COMPREHENSIVE LIABILITY INSURANCE PLAN	858,290	858,290	751,298	
CURRENT MATURITIES OF GO BOND DEBT	1,145,000	1,260,000	1,260,000	
CURRENT MATURITIES OF OTHER LONG TERM DEBT	1,286,563	1,953,186	2,379,095	10
<b>TOTAL CURRENT LIABILITIES</b>	<b>19,443,871</b>	<b>24,366,343</b>	<b>22,762,306</b>	
<b>NONCURRENT LIABILITIES</b>				
OTHER LONG TERM DEBT NET OF CURRENT MATURITIES	26,948,680	27,249,400	28,341,823	
GO BOND DEBT NET OF CURRENT MATURITIES	102,468,764	103,342,185	103,489,812	11
DERIVATIVE INSTRUMENT LIABILITY	1,548,299	1,548,299	2,281,527	
<b>TOTAL LIABILITIES</b>	<b>150,409,614</b>	<b>156,506,227</b>	<b>156,875,468</b>	
<b>NET ASSETS</b>				
NET INVESTMENT IN CAPITAL ASSETS	124,403,684	123,666,233	112,343,214	
RESTRICTED	1,148,504	1,146,114	1,139,843	
<b>TOTAL NET POSITION</b>	<b>\$ 125,552,188</b>	<b>\$ 124,812,347</b>	<b>\$ 113,483,057</b>	

\* Amounts included for Days Cash on Hand calculation

TAHOE FOREST HOSPITAL DISTRICT  
NOTES TO STATEMENT OF NET POSITION  
JULY 2017 - PRELIMINARY

1. Working Capital is at 26.6 days (policy is 30 days). Days Cash on Hand (S&P calculation) is 198.3 days compared to Preliminary June 2017 Days Cash on Hand at 198.5. Working Capital cash decreased a net \$2,242,000. Accounts Payable decreased \$2,146,000 (See Note 5), Accrued Payroll & Related Costs increased \$679,000 (See Note 6), and cash collections fell short of budget by 4%.
2. Net Patient Accounts Receivable decreased approximately \$596,000. Cash collections were 96% of target. Days in Accounts Receivable are at 51.6 days compared to prior months 55.0 days, a 3.40 days decrease.
3. Total Bond Trustee 2015 decreased \$1,180,000 after remitting the principal and interest payments due.
4. GO Bond Tax Revenue Fund decreased \$2,758,000 after remitting the principal and interest payments on the GO Bond Series A, B, and C.
5. Accounts Payable decreased \$2,146,000 due to the timing of the final check run in the month.
6. Accrued Payroll & Related Costs increased \$679,000 as a result of three additional accrued payroll days at the close of July.
7. Interest Payable decreased a net \$303,000 after remitting the interest payment due on the 2015 Revenue Bond.
8. Interest Payable GO Bond decreased a net \$1,556,000 after remitting the interest payments due on the GO Bond Series A, B, and C.
9. Estimated Settlements, Medi-Cal and Medicare decreased a net \$815,000 after remitting an amount due to Medicare for Tahoe Forest Hospital and Incline Village Community Hospital based on interim rate reviews.
10. Current Maturities of Other Long Term Debt decreased \$667,000 after remitting the principal payment due on the 2015 Revenue Bond.
11. GO Bond Debt Net of Current Maturities decreased \$873,000 after remitting the principal payments due on the GO Bond Series A, B, and C.

**Tahoe Forest Hospital District  
Cash Investment  
July 2017**

<b>WORKING CAPITAL</b>			
US Bank	\$	8,237,773	
US Bank/Kings Beach Thrift Store		44,052	
US Bank/Truckee Thrift Store		107,587	
US Bank/Payroll Clearing		116,921	
Umpqua Bank		<u>1,000,723</u>	
Total			\$ 9,507,056
 <b>BOARD DESIGNATED FUNDS</b>			
US Bank Savings	\$	-	0.03%
Capital Equipment Fund		<u>-</u>	
Total			\$ -
Building Fund	\$	-	
Cash Reserve Fund		<u>61,374,995</u>	1.05%
Local Agency Investment Fund			\$ 61,374,995
Banc of America Muni Lease			\$ 246,537
Bonds Cash 2002			\$ -
Bonds Cash 2002			\$ 3
Bonds Cash 2015			\$ 136,569
Bonds Cash 2008			\$ 1,218,969
DX Imaging Education	\$	3,186	0.00%
Workers Comp Fund - B of A		18,490	
Insurance			
Health Insurance LAIF		-	0.00%
Comprehensive Liability Insurance LAIF		<u>-</u>	0.00%
Total			<u>\$ 21,676</u>
<b>TOTAL FUNDS</b>			<b>\$ 72,505,806</b>
 <b>RESTRICTED FUNDS</b>			
Gift Fund			
US Bank Money Market	\$	8,363	0.03%
Foundation Restricted Donations	\$	98,331	
Local Agency Investment Fund		<u>1,041,810</u>	0.00%
<b>TOTAL RESTRICTED FUNDS</b>			<b><u>\$ 1,148,504</u></b>
<b>TOTAL ALL FUNDS</b>			<b><u><u>\$ 73,654,309</u></u></b>

TAHOE FOREST HOSPITAL DISTRICT  
STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION  
JULY 2017 - PRELIMINARY

CURRENT MONTH				YEAR TO DATE				PRELIMINARY
ACTUAL	JULY 2016	VAR\$	VAR%	ACTUAL FY18	ACTUAL FY17	VAR\$	VAR%	FYE JUNE 2017
<b>OPERATING REVENUE</b>								
\$ 22,449,704	\$ 20,495,464	\$ 1,954,240	9.5%	\$ 22,449,704	\$ 20,495,464	\$ 1,954,240	9.5%	\$ 252,471,669
Total Gross Revenue								
Gross Revenues - Inpatient								
\$ 1,918,858	\$ 2,060,711	\$ (141,853)	-6.9%	\$ 1,918,858	\$ 2,060,711	\$ (141,853)	-6.9%	\$ 23,458,129
3,507,233	3,507,524	(291)	0.0%	3,507,233	3,507,524	(291)	0.0%	48,242,736
5,426,090	5,568,234	(142,144)	-2.6%	5,426,090	5,568,234	(142,144)	-2.6%	71,700,865
Total Gross Revenue - Inpatient								1
17,023,613	14,927,229	2,096,384	14.0%	17,023,613	14,927,229	2,096,384	14.0%	180,770,804
17,023,613	14,927,229	2,096,384	14.0%	17,023,613	14,927,229	2,096,384	14.0%	180,770,804
Total Gross Revenue - Outpatient								1
Deductions from Revenue:								
9,775,411	7,911,085	(1,864,326)	-23.6%	9,775,411	7,911,085	(1,864,326)	-23.6%	108,121,338
Contractual Allowances								2
783,595	595,595	(188,000)	-31.6%	783,595	595,595	(188,000)	-31.6%	7,615,675
Charity Care								2
49,831	-	(49,831)	0.0%	49,831	-	(49,831)	0.0%	287,548
Charity Care - Catastrophic Events								2
227,572	(155,113)	(382,684)	-246.7%	227,572	(155,113)	(382,684)	-246.7%	(1,486,529)
Bad Debt								2
(11,446)	(131)	11,315	8637.4%	(11,446)	(131)	11,315	8637.4%	(928,442)
Prior Period Settlements								2
10,824,964	8,351,437	(2,473,527)	-29.6%	10,824,964	8,351,437	(2,473,527)	-29.6%	113,609,590
Total Deductions from Revenue								
56,957	54,479	2,479	4.6%	56,957	54,479	2,479	4.6%	761,283
Property Tax Revenue- Wellness Neighborhood								
504,186	852,572	(348,386)	-40.9%	504,186	852,572	(348,386)	-40.9%	8,759,732
Other Operating Revenue								3
12,185,883	13,051,078	(865,195)	-6.6%	12,185,883	13,051,078	(865,195)	-6.6%	148,383,094
TOTAL OPERATING REVENUE								
<b>OPERATING EXPENSES</b>								
4,167,656	3,967,670	(199,986)	-5.0%	4,167,656	3,967,670	(199,986)	-5.0%	46,873,882
Salaries and Wages								4
1,391,744	1,323,794	(67,950)	-5.1%	1,391,744	1,323,794	(67,950)	-5.1%	16,012,632
Benefits								4
47,151	46,324	(826)	-1.8%	47,151	46,324	(826)	-1.8%	1,243,957
Benefits Workers Compensation								4
1,045,812	606,618	(439,195)	-72.4%	1,045,812	606,618	(439,195)	-72.4%	6,783,000
Benefits Medical Insurance								4
1,499,547	1,835,102	335,555	18.3%	1,499,547	1,835,102	335,555	18.3%	22,586,783
Professional Fees								5
1,473,444	1,521,323	47,879	3.1%	1,473,444	1,521,323	47,879	3.1%	19,426,535
Supplies								6
811,695	935,182	123,487	13.2%	811,695	935,182	123,487	13.2%	12,813,473
Purchased Services								7
551,383	378,020	(173,362)	-45.9%	551,383	378,020	(173,362)	-45.9%	7,243,372
Other								8
10,988,431	10,614,033	(374,398)	-3.5%	10,988,431	10,614,033	(374,398)	-3.5%	132,983,633
TOTAL OPERATING EXPENSE								
<b>1,197,452</b>	<b>2,437,045</b>	<b>(1,239,593)</b>	<b>-50.9%</b>	<b>1,197,452</b>	<b>2,437,045</b>	<b>(1,239,593)</b>	<b>-50.9%</b>	<b>15,399,460</b>
<b>NET OPERATING REVENUE (EXPENSE) EBIDA</b>								
<b>NON-OPERATING REVENUE/(EXPENSE)</b>								
449,543	452,021	(2,479)	-0.5%	449,543	452,021	(2,479)	-0.5%	6,553,848
District and County Taxes								9
404,013	391,933	12,079	3.1%	404,013	391,933	12,079	3.1%	5,561,486
District and County Taxes - GO Bond								
70,972	44,901	26,071	58.1%	70,972	44,901	26,071	58.1%	615,373
Interest Income								10
-	5	(5)	-100.0%	-	5	(5)	-100.0%	363
Interest Income-GO Bond								
-	18,712	(18,712)	-100.0%	-	18,712	(18,712)	-100.0%	603,614
Donations								11
-	-	-	0.0%	-	-	-	0.0%	(345,235)
Gain/ (Loss) on Joint Investment								12
-	-	-	0.0%	-	-	-	0.0%	-
Loss on Impairment of Asset								12
-	-	-	0.0%	-	-	-	0.0%	-
Gain/ (Loss) on Sale of Equipment								13
-	-	-	0.0%	-	-	-	0.0%	-
Impairment Loss								14
(967,356)	(967,356)	-	0.0%	(967,356)	(967,356)	-	0.0%	(11,135,341)
Depreciation								15
(93,967)	(101,002)	7,035	7.0%	(93,967)	(101,002)	7,035	7.0%	(1,246,889)
Interest Expense								16
(320,815)	(318,481)	(2,333)	-0.7%	(320,815)	(318,481)	(2,333)	-0.7%	(2,719,610)
Interest Expense-GO Bond								
(457,611)	(479,267)	21,656	4.5%	(457,611)	(479,267)	21,656	4.5%	(2,112,392)
TOTAL NON-OPERATING REVENUE/(EXPENSE)								
<b>\$ 739,841</b>	<b>\$ 1,957,778</b>	<b>\$ (1,217,937)</b>	<b>-62.2%</b>	<b>\$ 739,841</b>	<b>\$ 1,957,778</b>	<b>\$ (1,217,937)</b>	<b>-62.2%</b>	<b>\$ 13,287,069</b>
<b>INCREASE (DECREASE) IN NET POSITION</b>								
<b>5.3%</b>	<b>11.9%</b>	<b>-6.6%</b>		<b>5.3%</b>	<b>11.9%</b>	<b>-6.6%</b>		<b>6.1%</b>
<b>RETURN ON GROSS REVENUE EBIDA</b>								

INCLINE VILLAGE COMMUNITY HOSPITAL  
STATEMENT OF REVENUE AND EXPENSE  
JULY 2017 - PRELIMINARY

CURRENT MONTH				YEAR TO DATE				PRELIMINARY
ACTUAL	JULY 2016	VAR\$	VAR%	ACTUAL	JULY 2016	VAR\$	VAR%	FYE JUNE 2017
				<b>OPERATING REVENUE</b>				
\$ 1,979,189	\$ 1,774,146	\$ 205,043	11.6%	\$ 1,979,189	\$ 1,774,146	\$ 205,043	11.6%	1 \$ 18,325,851
				<b>Gross Revenues - Inpatient</b>				
\$ -	\$ 3,065	\$ (3,065)	-100.0%	\$ -	\$ 3,065	\$ (3,065)	-100.0%	\$ 32,328
103	19,089	(18,986)	-99.5%	103	19,089	(18,986)	-99.5%	44,416
103	22,154	(22,051)	-99.5%	103	22,154	(22,051)	-99.5%	1 76,744
1,979,086	1,751,992	227,093	13.0%	1,979,086	1,751,992	227,093	13.0%	18,249,107
1,979,086	1,751,992	227,093	13.0%	1,979,086	1,751,992	227,093	13.0%	1 18,249,107
				<b>Deductions from Revenue:</b>				
660,008	572,454	(87,554)	-15.3%	660,008	572,454	(87,554)	-15.3%	2 6,570,110
66,822	59,505	(7,317)	-12.3%	66,822	59,505	(7,317)	-12.3%	2 618,066
5,619	-	(5,619)	0.0%	5,619	-	(5,619)	0.0%	2 49,786
61,515	28,202	(33,313)	-118.1%	61,515	28,202	(33,313)	-118.1%	2 720,777
	-	-	0.0%		-	-	0.0%	2 (22,833)
793,964	660,161	(133,803)	-20.3%	793,964	660,161	(133,803)	-20.3%	2 7,935,906
74,041	72,068	1,973	2.7%	74,041	72,068	1,973	2.7%	3 940,954
1,259,266	1,186,053	73,213	6.2%	1,259,266	1,186,053	73,213	6.2%	11,330,899
				<b>OPERATING EXPENSES</b>				
313,208	315,421	2,212	0.7%	313,208	315,421	2,212	0.7%	4 3,193,968
90,225	97,153	6,928	7.1%	90,225	97,153	6,928	7.1%	4 1,212,950
2,357	2,465	108	4.4%	2,357	2,465	108	4.4%	4 23,991
67,080	41,099	(25,981)	-63.2%	67,080	41,099	(25,981)	-63.2%	4 429,566
216,831	243,302	26,472	10.9%	216,831	243,302	26,472	10.9%	5 2,851,583
46,278	60,205	13,927	23.1%	46,278	60,205	13,927	23.1%	6 754,012
36,568	37,965	1,396	3.7%	36,568	37,965	1,396	3.7%	7 594,519
53,465	38,356	(15,109)	-39.4%	53,465	38,356	(15,109)	-39.4%	8 665,819
826,012	835,966	9,954	1.2%	826,012	835,966	9,954	1.2%	9,726,407
<b>433,254</b>	<b>350,087</b>	<b>83,167</b>	<b>23.8%</b>	<b>433,254</b>	<b>350,087</b>	<b>83,167</b>	<b>23.8%</b>	<b>1,604,492</b>
				<b>NON-OPERATING REVENUE/(EXPENSE)</b>				
-	3,858	(3,858)	-100.0%	-	3,858	(3,858)	-100.0%	9 214,399
-	-	-	0.0%	-	-	-	0.0%	10 -
(64,277)	(64,277)	-	0.0%	(64,277)	(64,277)	-	0.0%	11 (716,710)
(64,277)	(60,419)	(3,858)	-6.4%	(64,277)	(60,419)	(3,858)	-6.4%	(502,311)
<b>\$ 368,977</b>	<b>\$ 289,668</b>	<b>\$ 79,309</b>	<b>27.4%</b>	<b>\$ 368,977</b>	<b>\$ 289,668</b>	<b>\$ 79,309</b>	<b>27.4%</b>	<b>\$ 1,102,181</b>
<b>21.9%</b>	<b>19.7%</b>	<b>2.2%</b>	<b>RETURN ON GROSS REVENUE EBIDA</b>	<b>21.9%</b>	<b>19.7%</b>	<b>2.2%</b>	<b>11.3%</b>	



## **2017 INCLINE VILLAGE COMMUNITY HOSPITAL FOUNDATION BOARD ELECTIONS**

### **MOTION FOR APPOINTMENT OF NEW BOARD MEMBERS (3-year term ending January 2020)**

#### **Walter L. Binder, PhD**

Dr. Binder served as senior Vice President of research and development and chief technology officer of Inova Diagnostics until 2015. Dr Binder is one of the five original founders of Inova and served as the companies President as well as director of research for 20 years.

During this period, Inova became the world leader in autoimmune disease diagnostics. Inova obtained FDA approval for over one hundred diagnostics assays, including the first automated serological test for celiac disease and rheumatoid arthritis (RA). These assays include anti - IgA tissue transglutaminase, deamidated gliadin peptide tests as well as the CCP assay which currently form the corner stone of screening for celiac disease and RA. In 2008 Inova was acquired by the Werfen group, a large international medical company based in Barcelona.

Prior to founding Inova, Dr. Binder served as director of research for Behring Diagnostics, where he led a group responsible for the development and commercialization of some of the first blood test kits for diagnosis of systemic lupus erythematosus and other connective tissue diseases.

Dr Binder received his PhD in medical microbiology from the State University of New York at Buffalo where his research interest centered on immunopathology and autoimmune diseases. He completed post - doctoral studies at the University of California San Francisco Medical Center and VA Hospital. Currently sits on the clinical advisory board of Immusan T, a Cambridge based pharma startup with a celiac disease vaccine entering phase II clinical trials.



## Board Informational Report

**By: Harry Weis**  
CEO

**DATE: 8/18/17**

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Overall, our health system is experiencing a busy summer (strong patient volumes) with no “shoulder season” drop off this year. We are grateful patients are choosing us in larger numbers and that our team is here to serve their healthcare needs!

Our team is also very active making repairs or improvements from the heavy winter last year so that we are more capable of dealing with a tough winter in the future.

The focus on the EPIC go live on November 1 with the multiple business related software completion and go live work is a very large and major focus on our team at this time! This topic is one of the most challenging any health system ever takes on in the life of a health system, as it is very stressful and extremely challenging. This change will be challenging to our physician team as well, as we begin the journey on hospital patients to activate computerized physician order entry (CPOE), a new model for physician electronic patient charting in the history of our health system. Our team is committed to doing a great job on this difficult task. It is taking a large amount of everyone’s time in the recent past and will continue to for many weeks in the future.

Our finance team is hard at work on a new operating and capital budget for FY18. They are also creating a separate 10 year financial forecast that will consider our critical elements of our draft Master Plan that reaches out very likely 10 years as well. We are hoping to have the operating and capital budget for FY18 ready before for the September Board meeting.

We have a new external audit firm this year so our finance team and others are busy making sure all of this change process goes smoothly plus the normal hard work associated with an annual external audit.

As we shared at a recent board meeting on a sheet at the end of our draft Master Plan presentation, we have approximately 32 other critical projects here at Tahoe Forest. This is clearly the largest volume of positive critical changes for our health system since its inception, as market and regulatory forces are not sitting still externally as our team works hard to make sure our facilities, programs and business structures are properly designed and performing to give us the required “tight alignment” across physicians and all other team members for critically needed health system nimbleness and long term success in the rapid change era that lies ahead.

We have many positive actions underway which will help the health system serve our region better long term and only one example is new board member(s) being added future Board consideration at both our Incline and Tahoe Forest philanthropic foundations.

We have new physicians and mid-level healthcare professionals joining our health system and our Chief Medical Officer will share more on these important developments.

I appreciated the opportunity to have more community event engagements across our region this month.

There are four additional Mountain Health Today episodes available for a total of six TV shows accessible to a wide regional audience. These can be found on our website [www.tfhd.com](http://www.tfhd.com).

As we have shared in the past, we remain very active at the state and federal policy level to assure that healthcare and more specifically district hospitals such as Tahoe Forest can be optimally sustainable for many years into the future!





## Board COO Report

**By: Judith B. Newland**

**DATE: August 2017**

### **Just Do It” – Demonstrate measurable improvements annually in both Quality and Patient Satisfaction.**

The Health System had a successful employee BBQ held at Truckee Regional Park on Friday, August 11<sup>th</sup>. There were many employees and physicians with their families who attended and enjoyed the music, food, and activities. Thank you to the Human Resources Department who organized this great event.

Our new Pulmonary Function Test services which began in 2016 have exceeded volume expectations. This new services has been an asset to our community members who no longer need to travel for this service.

Tahoe Forest Health System continues their commitment to providing the Perfect Care Experience for all individuals who receive services throughout the organization. For the month of August we are reminding employees that Health System and medical staffs are busy preparing to go live with a new electronic medical record EPIC and financial systems, Premier and Kaufman Hall. We have all learned we can improve our patient experience by asking our patient’s “Is there anything else I can do for you”. Let’s extend that same courtesy to our busy teammates by asking “Is there anything else I can do for you.” especially on those hectic days. TEAMWORK is important as we work together to prepare for our transition to our new electronic medical record and financial systems.

### **Develop solid connections and relationships within the communities we serve.**

IVCH staff participated in the Incline Village General Improvement District (IVGID) face-to-face open house for their Board of Trustees. IVCH staff answered community member’s questions and provided information on hospital and health system services.

IVCH was present at Sierra Nevada College orientation in Incline Village for two days in August. We answered questions on IVCH and Health System services along with a welcome letter to the parents and students outlining what services IVCH had to offer to the local students. Additionally we gave a short presentation explaining local healthcare services to all incoming freshman students.

### **Creating and implementing a New Master Plan**

#### **Construction Update:**

- The “Interim Women and Family” space is now occupied by the Medical/Surgical unit. This change allows the unit to continue with the licensed 15 inpatient beds and add 4 observation beds for use. During Measure C construction the Observation Unit was temporarily housed in the ED.
- Reroofing of the 1978 East Surgery Corridor (DI, Pharmacy ED, and Respiratory) is completed. Reroofing of the Skilled Nursing Facility has begun.
- South Entrance will be closed beginning Monday, August 7<sup>th</sup> for 3 weeks to complete Measure C project of fire exit improvements and patio replacement.
- The Mammography upgrade to Tomosynthesis and Stereotactic Biopsy construction project began August 7<sup>th</sup>. The Dexascan has been relocated to the 3 bay unit in the ED.



## Board CNO Report

**By: Karen Baffone, RN, MS**  
Chief Nursing Officer

**DATE: August 2017**

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**Strategy Two: Choosing and implementing the correct new Electronic Health Record for our system that spans all physician, OP and IP services.**

Education of the credentialed trainers is currently nearing completion. Training for the super-users is scheduled next, followed by all of the staff. The focus of the CORE/ARCR joint meetings is the supply capture and the ability for staff to enter the retail charges. These items will be addressed over the next several weeks with Mercy Epic.

Final schedules for all staff is completed and all staff is scheduled for appropriate EPIC training

**Strategy Four: Developing and implementing a comprehensive Care Coordination Plan coupled with Patient Navigation for all patients that touch our healthcare system.**

Care Coordination and Case Management is being integrated into the Emergency Department. This, along with Transitional Care Management. This will allow for better navigation throughout the system. Next steps will include the integration of Home Health into the Care Coordination process to ensure efficient and effective discharges throughout the system.

Orthopedic Care Coordination has now completed the integration of substance abuse and mental health assessments into the pre-assessment process for the orthopedic surgical cases. This will provide the Case Management department information regarding psychosocial needs at discharge.

Care Coordination and Navigation has improved the referrals to all Wellness programs through our primary care offices.

**Strategy Six: Just Do IT**

The first month at the new Thrift Store site on West River has grossed an additional \$10K that assists our Hospice Program.

TFHD has been awarded best performance in preventing injury falls and preventing hospital acquired pressure ulcers.

TFHD Hospice has been awarded a national top 20% patient satisfaction with their care.

We have been working diligently with Franklin and Marshall College Center for Opinion Research to finalize the 2017 CHNA survey and will be reviewing the on-line version later this week. The length of the survey is ~ 15 minutes. Results of the survey will be available towards the end of the calendar year at which time you can expect a report of the findings.



## Board Informational Report

**By: Jake Dorst**

**DATE: 8/16/2017**

CIIO

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### **Mercy Epic Update**

- Order Sets: All build and review complete.
- Physician go live support and trainers:  
Physician training handled by Mercy for go live  
Post go live-Jen Ingalls, Kris Stotts, and Cassy Kiehn will become physician trainers.  
Requested Physician Assistant from Mercy for go live support for IP, Awaiting contract.  
Ambulatory, ED and Optime are able to be covered by our staff.
- Interface build and test deadline is August 31. Will meet deadline. No show stoppers.
- Many Data File exports for many systems in addition to interfaces.
- Credentialed trainers all passing their testing.
- Excellent Sepsis webex by Mercy for Quality-Janet VanGelder, Shawni Coll, and Jonathan Laine. Reviewed all Best Practice Advisory alerts and documentation tools. Looks excellent.
- New employee to begin Clarity Report Writing Certification in two weeks.



## Board Informational Report

**By: Shawni L. Coll D.O., FACOG**  
Chief Medical Officer

**DATE:** August 10, 2017

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**1. GOAL: A complete makeover of our Physician service line**

Physicians from TTMG have all been given contracts to join the multispecialty clinics. A meeting is set up for August 16<sup>th</sup> to answer questions. Primary Care is our major focus to have a solid base to continue growing care for our community.

**2. GOAL: Electronic Health Record**

Physician training for Epic starts August 20<sup>th</sup>. Order sets have been reviewed by our physician champions. The big focus until Go Live on November 1<sup>st</sup> will be physician training and work ups to customize each physicians preferences.

**3. GOAL: New Master Space Plan**

Second floor build out of the Cancer Center is in the final stages. This space will be functional for multispecialty use with a Care Team concept. We are reviewing the Third Floor of the MOB, which will ultimately be the Pediatric Clinic space.

**4. GOAL: Just Do It**

The concept of the New Peer Review forms has been presented at each Medical Staff Department meeting. We will be finalizing the specialty specific forms and implementing the new process. We are working closely with Mercy Epic to understand their pre-built Quality Reports that can be obtained from Epic. This will then be added to the Ongoing Physician Practice Evaluation (OPPE) to help improve quality of care.



## Board Informational Report

**By: Jim Hook**  
Corporate Compliance  
Consultant, The Fox Group

**DATE:** July 27, 2017

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### **2017 Compliance Program 2nd Quarter (Open Session)**

The Compliance Committee is providing the Board of Directors (BOD) with a report of the 2<sup>nd</sup> Quarter 2017 Compliance Program activities report (open session). This report assists the BOD to meet its obligations to be knowledgeable about the content and operation of the seven components of the Compliance Program.

OPEN SESSION

Period Covered by Report: **April 1, 2017 - June 30, 2017**

Completed by: James Hook, Compliance Consultant, The Fox Group

**1. Written Policies and Procedures**

1.1. The District's Corporate Compliance Policies and Procedures are reviewed and updated as needed. The following policies were reviewed or revised by the Compliance Department with recommendations to the Board of Directors:

- 1.1.1. HIPAA Privacy AGOV-1704
- 1.1.2. HIPAA Violations Sanctions AGOV-1704
- 1.1.3. HIPAA Privacy and Security Breach Investigation, Response and Corrective Action Plan(s) AGOV-43.

**2. Compliance Oversight / Designation of Compliance Individuals**

2.1. Corporate Compliance Committee Membership as of June 30, 2017:

- 2.1.1. The Fox Group – Compliance Consultants
- 2.1.2. Judy Newland, RN – Chief Operating Officer
- 2.1.3. Karen Baffone RN- Chief Nursing Officer
- 2.1.4. Harry Weis – Chief Executive Officer
- 2.1.5. Crystal Betts – Chief Financial Officer
- 2.1.6. Kristy Lugert – Director of Health Information Management
- 2.1.7. Jake Dorst – Chief Information and Innovation Officer
- 2.1.8. Alex MacLennan – Chief Human Resources Officer
- 2.1.9. Matt Mushet – Inhouse Legal Counsel
- 2.1.10. Stephanie Hanson, RN – Compliance Analyst

**3. Education & Training**

3.1. Compliance program training to new directors, managers and supervisors every quarter.

3.2. All new employees are oriented to compliance on first day orientation by Compliance Analyst.

**4. Effective Lines of Communication/Reporting**

4.1. A Compliance log is maintained for all calls to the Compliance Hotline and other reports made to the Compliance Department.

4.1.1. No calls were received on the Hotline for the 2nd quarter.

4.1.2. Four reports were made directly to the Compliance Department for the quarter.

4.2. HIPAA violations are reported to the Privacy Officer. The Privacy Officer maintains a log of reported events and investigations.

OPEN SESSION

**5. Enforcing Standards through well-publicized Disciplinary Guidelines**

- 5.1. Ninety-three percent (93.3%) of Health Stream corporate compliance modules were completed for eligible employees for the 2<sup>nd</sup> quarter of 2017.
- 5.2. All new staff hires, and newly privileged physicians, receive criminal background checks and are checked against the OIG and GSA list of exclusions. All vendors are checked using the vendor credentialing program annually, and ongoing monitoring continues at various intervals.

**6. Auditing & Monitoring**

- 6.1. One audit was completed during the 2nd quarter as part of the 2017 corporate compliance work plan.
  - 6.1.1. Home Health documentation for PPS review, including documentation of face-to-face visits: external review of 5 ADRs showed 4 passed; one not paid due to late submission.

**7. Responding to Detected Offenses & Corrective Action Initiatives**

- 7.1. Investigations of suspected and actual compliance issues incidents were initiated. Several investigations revealed no violations. Remediation measures included: refunds of overpayments, additional staff training, changes in processes, updated policies and procedures, were implemented to prevent further violations.



# Tahoe Forest Health System Master Planning

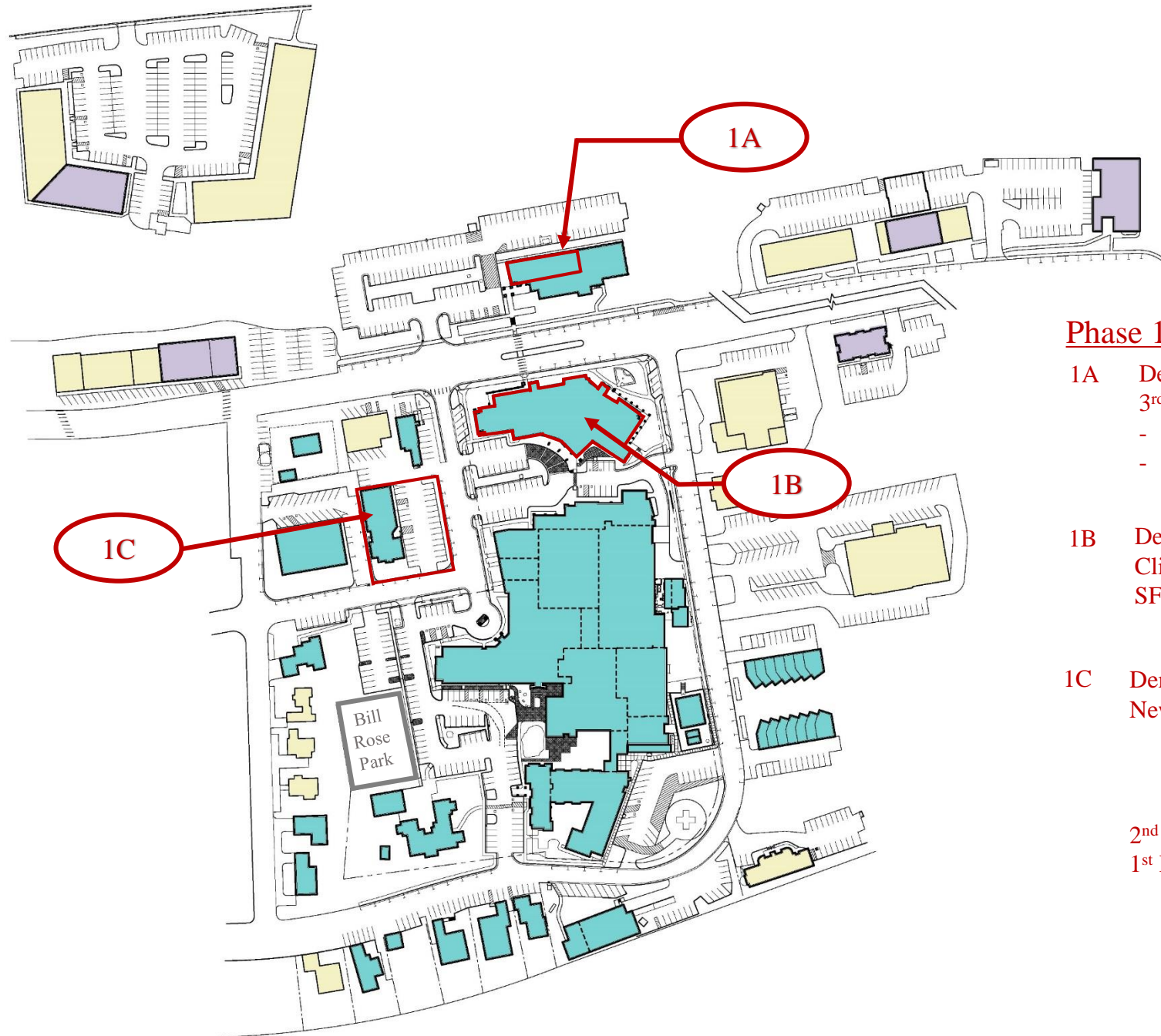




# Master Plan

The purpose of a Master Plan is to support our Health System strategic plan and vision.

- Routine updates to Board of Directors
- Input along the way
- Review of budget by CEO and CFO
- Review of budget by BOD Finance Committee
- Approval of Master Plan by Board of Directors



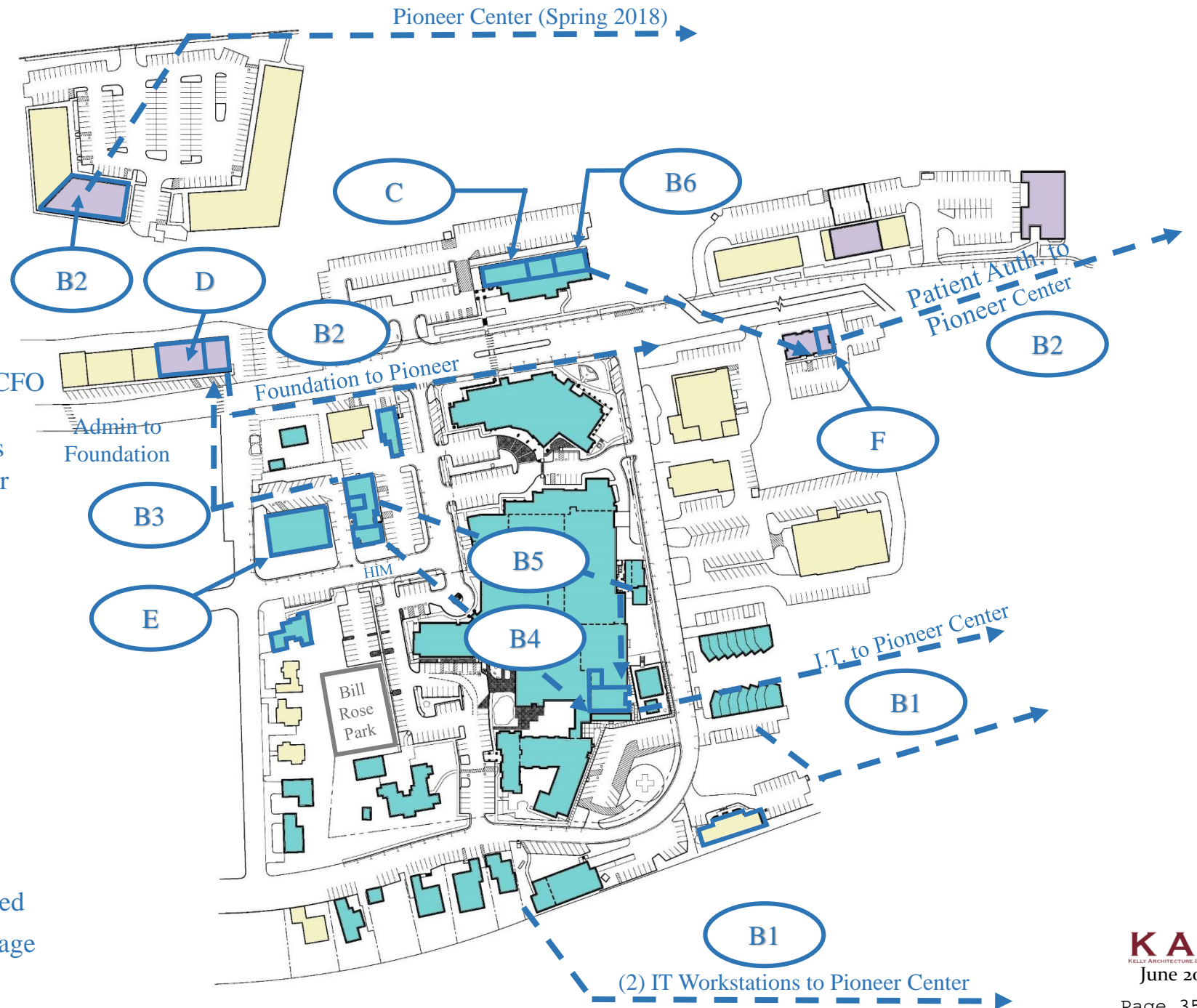
### Phase 1: Construct OSHPD 3 Clinics

- 1A Design and Construct Pediatric Clinic on 3<sup>rd</sup> Floor MOB
  - Phase 1 (4,339 SF)
  - Phase 2 (6,048 SF)
  
- 1B Design and Construct Multi-Specialty Clinic on 2<sup>nd</sup> Floor Cancer Center (9,770 SF)
  
- 1C Demolish Admin Building and Construct New Parking to Support 2<sup>nd</sup> Floor Clinic

2<sup>nd</sup> Floor MOB Ready For Renovations  
1<sup>st</sup> Floor Ped Clinic Ready for Reuse

## Pre-Phase Projects

- A Execute 5 Year Lease to Pioneer Center- Completed
- B Relocate Ancillary Support
  - B1 IT and EPIC Training, CIO and CFO to Pioneer Center- Completed
  - B2 Foundation, Marketing, Business Office, Finance to Pioneer Center Early 2018- In Progress
  - B3 Administration to Foundation
  - B4 HIM to 1<sup>st</sup> Floor 1950 Building
  - B5 MNT to 1<sup>st</sup> Floor 1966 Building
  - B6 Care Coordination, Patient Navigation, Prime (Suite 240) to Levon Building or Other Space
- C Relocate Dr. Condon (Suite 310) to Suite 240
- D Renovate IM / Cardiology Space
- E Renovate Ortho Building
- F Lease Additional Levon Space if needed
- G Consolidate Thrift Store / Airport Storage
- H Develop Temporary Parking Solution



# Master Plan Status

- Draft 10 year Master Planning Forecast
- Design of third Floor MOB
- Design of second floor Cancer Center
- Parking Evaluation
- Apartment Evaluation

# QUESTIONS?



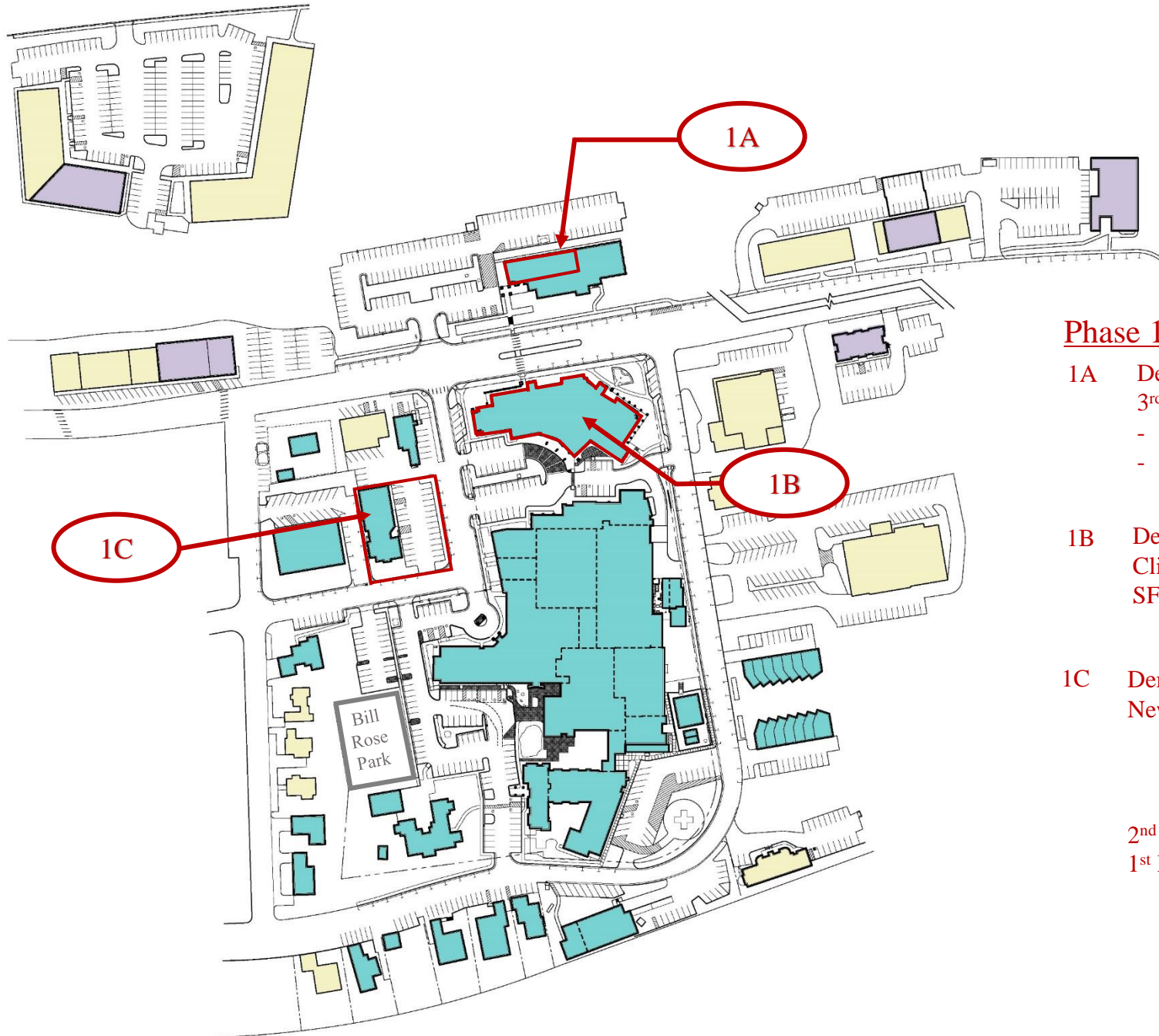
# Tahoe Forest Health System Master Planning



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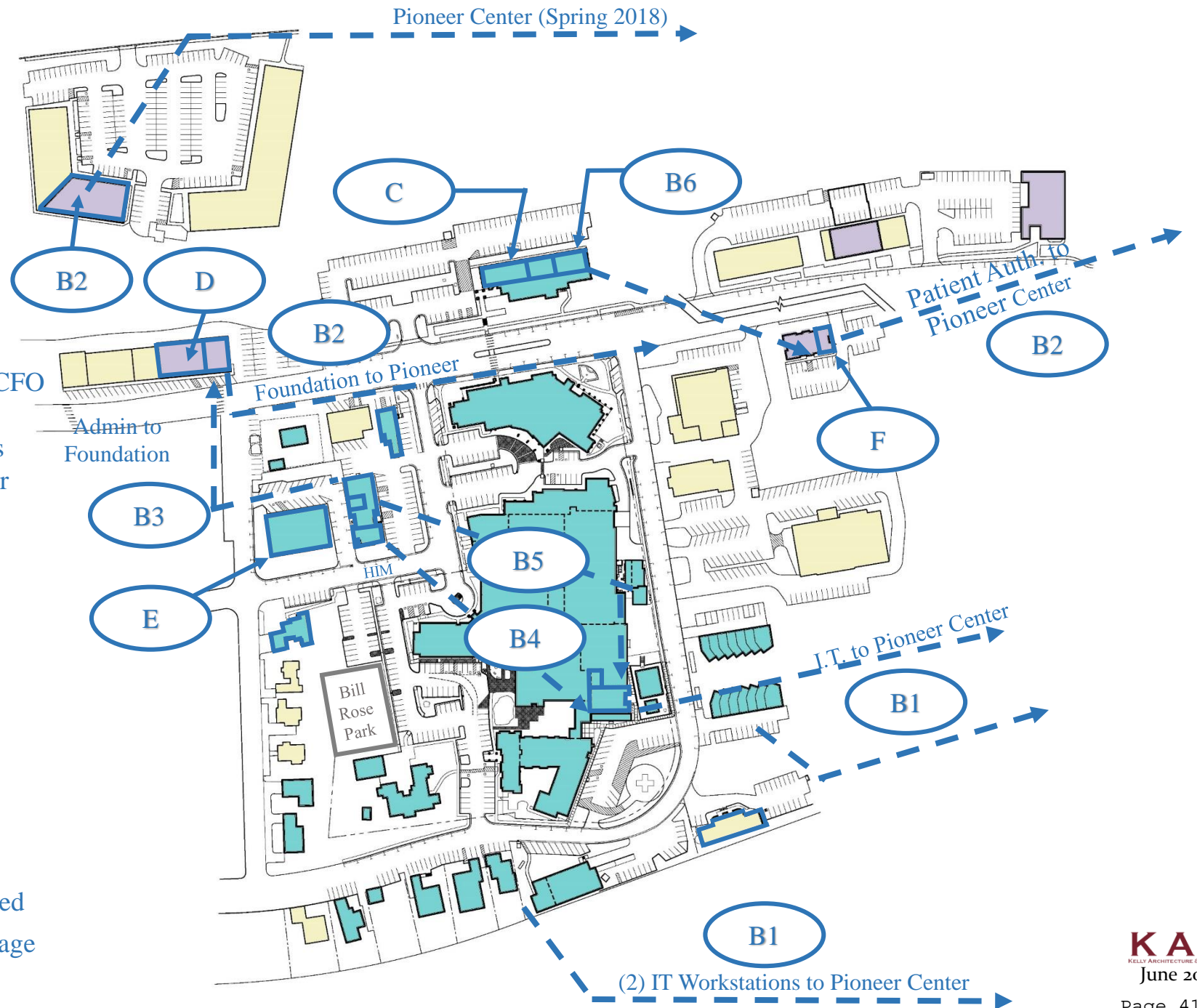
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# FINANCE COMMITTEE AGENDA

Tuesday, August 22, 2017 at 9:00 a.m.  
Tahoe Conference Room - Tahoe Forest Hospital  
10054 Pine Avenue, Truckee, CA 96161

**1. CALL TO ORDER**

**2. ROLL CALL**

Dale Chamblin, Chair; Mary Brown, Board Member

**3. CLEAR THE AGENDA/ITEMS NOT ON THE POSTED AGENDA**

**4. INPUT – AUDIENCE**

This is an opportunity for members of the public to address the Committee on items which are not on the agenda. Please state your name for the record. Comments are limited to three minutes. Written comments should be submitted to the Board Clerk 24 hours prior to the meeting to allow for distribution. Under Government Code Section 54954.2 – Brown Act, the Committee cannot take action on any item not on the agenda. The Committee may choose to acknowledge the comment or, where appropriate, briefly answer a question, refer the matter to staff, or set the item for discussion at a future meeting.

**5. CLOSED SESSION**

**5.1. Approval of Closed Session Minutes: 7/25/2017**

**6. APPROVAL OF MINUTES OF: 7/25/2017 ..... ATTACHMENT**

**7. ITEMS FOR COMMITTEE DISCUSSION AND/OR RECOMMENDATION**

**7.1. Financial Reports**

7.1.1. Financial Report – Preliminary July 2017 ..... ATTACHMENT

7.1.2. Truckee Surgery Center, Inc. – May-June 2017 ..... ATTACHMENT

**7.2. FY17 Audit**

The Finance Committee will receive an update on the status of FY17 audit preparation.

**7.3. FY18 Budget Update**

The Finance Committee will receive an update on the FY18 budget.

**8. REVIEW FOLLOW UP ITEMS / BOARD MEETING RECOMMENDATIONS**

**9. AGENDA INPUT FOR NEXT FINANCE COMMITTEE MEETING..... ATTACHMENT**

**10. NEXT MEETING DATE ..... ATTACHMENT**

**11. ADJOURN**

\*Denotes material (or a portion thereof) may be distributed later.

Note: It is the policy of Tahoe Forest Hospital District to not discriminate in admissions, provisions of services, hiring, training and employment practices on the basis of color, national origin, sex, religion, age or disability including AIDS and related conditions.

Equal Opportunity Employer. The meeting location is accessible to people with disabilities. Every reasonable effort will be made to accommodate participation of the disabled in all of the District’s public meetings. If particular accommodations for the disabled are needed (i.e., disability-related aids or other services), please contact the Executive Assistant at 582-3481 at least 24 hours in advance of the meeting.