



**MISSION**

*It is our mission to deliver quality healthcare to the residents of and visitors to BigBearValley through the most effective use of available resources.*

**VISION**

*To be the premier provider of emergency medical and healthcare services in our BigBearValley.*

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**BOARD OF DIRECTORS BUSINESS MEETING AGENDA  
WEDNESDAY, OCTOBER 13, 2021 @ 1:00 PM  
CLOSED SESSION 1:00 PM HOSPITAL ADMINISTRATION ROOM  
OPEN SESSION @ APPROXIMATELY 2:30 PM HOSPITAL CAFETERIA  
41870 GARSTIN DRIVE, BIG BEAR LAKE, CA 92315**

(Closed Session will be held upon adjournment of Open Session as noted below. Open Session will reconvene @ approximately 2:30 p.m. –Hospital Cafeteria 41870 Garstin Drive, Big Bear Lake, CA 92315)

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Copies of staff reports or other written documentation relating to each item of business referred to on this agenda are on file in the Chief Executive Officer's Office and are available for public inspection or purchase at 10 cents per page with advance written notice. In compliance with the Americans with Disabilities Act and Government Code Section 54954.2, if you need special assistance to participate in a District meeting or other services offered by the District, please contact Administration (909) 878-8214. Notification at least 48 hours prior to the meeting or time when services are needed will assist the District staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting or service. **DOCUMENTS RELATED TO OPEN SESSION AGENDAS (SB 343)** -- Any public record, relating to an open session agenda item, that is distributed within 72 hours prior to the meeting is available for public inspection at the public counter located in the Administration Office, located at 41870 Garstin Drive, Big Bear Lake, CA 92315. For questions regarding any agenda item, contact Administration at (909) 878-8214.

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**OPEN SESSION**

**1. CALL TO ORDER**

**Peter Boss, President**

**2. PUBLIC FORUM FOR CLOSED SESSION**

This is the opportunity for members of the public to address the Board on Closed Session items.

(Government Code Section 54954.3, there will be a three (3) minute limit per speaker. Any report or data required at this time must be requested in writing, signed and turned in to Administration. Please state your name and city of residence.)

**3. ADJOURN TO CLOSED SESSION\***

**CLOSED SESSION**

**1. CHIEF OF STAFF REPORT/QUALITY IMPROVEMENT: \*Pursuant to Health & Safety Code Section 32155**

- (1) Chief of Staff Report

**2. CONFERENCE WITH LEGAL COUNSEL –LITIGATION: \*Pursuant to Government Code Section 54956.9**

- (1) One Case

**3. PUBLIC EMPLOYEE PERFORMANCE EVALUATION \*Pursuant to Government Section Code: 54957**

- (1) CEO Evaluation Including Performance Bonus
- (2) CFO Evaluation

**4. HOSPITAL QUALITY/RISK/COMPLIANCE REPORTS: \*Pursuant to Health & Safety Code Section 32155**

- (1) Risk / Compliance Management Report
- (2) QI Management Report

**5. REAL PROPERTY NEGOTIATIONS: \*Government Code Section 54956.8/TRADE SECRETS: \*Pursuant to Health and Safety Code Section 32106 and Civil Code Section 34266.1**

(1) Property Acquisition/Lease/Tentative Improvement (Anticipated Disclosure 10/13/21)

**6. TRADE SECRETS: Pursuant to Health and Safety Code Section 32106, and Civil Code Section 3426.1**

- (1) CEO Candidate and Compensation Package
- (2) Wage & Benefit (s)
- (3) Jeffrey Orr, MD Medical Stabilization Director Service Agreement  
(Anticipated Disclosure 10/13/21)
- (4) Steven Knapik, DO Big Bear Urgent Care Medical Director  
(Anticipated Disclosure 10/13/21)
- (5) Roshan Melvani, MD Orthopedic Physician On Call Agreement  
(Anticipated Disclosure 10/13/21)
- (6) Roshan Melvani, MD Orthopedic Physician Clinic Service Agreement  
(Anticipated Disclosure 10/13/21)

**OPEN SESSION**

- 1. CALL TO ORDER** Peter Boss, President
- 2. ROLL CALL** Shelly Egerer, Executive Assistant
- 3. FLAG SALUTE**
- 4. ADOPTION OF AGENDA\***
- 5. RESULTS OF CLOSED SESSION** Peter Boss, President

**6. PUBLIC FORUM FOR OPEN SESSION**

This is the opportunity for persons to speak on items of interest to the public within subject matter jurisdiction of the District, but which are not on the agenda. Any person may, in addition to this public forum, address the Board regarding any item listed on the Board agenda at the time the item is being considered by the Board of Directors. (*Government Code Section 54954.3, there will be a three (3) minute limit per speaker. Any report or data required at this time must be requested in writing, signed and turned in to Administration. Please state your name and city of residence.*)

***PUBLIC RESPONSE IS ENCOURAGED AFTER MOTION, SECOND AND PRIOR TO VOTE ON ANY ACTION ITEM***

- 7. DIRECTORS' COMMENTS**
- 8. INFORMATION REPORTS**
  - A. Foundation Report** Marsha Oskey, Foundation President
  - B. Auxiliary Report** Gail Dick, Auxiliary President

**9. CONSENT AGENDA\***

**Notice to the Public:**

Background information has been provided to the Board on all matters listed under the Consent Agenda, and the items are considered to be routine by the Board. All items under the Consent Agenda are normally approved by one (1) motion. If discussion is requested by any Board Member on any item; that item will be removed from the Consent Agenda if separate action other than that as stated is required.

- A. September 08, 2021 Business Board Meeting Minutes:** Shelly Egerer, Executive Assistant
- B. September 20, 2021 Special Business Board Meeting Minutes:** Shelly Egerer, Executive Assistant

- C. September 22, 2021 Special Business Board Meeting Minutes: Shelly Egerer, Executive Assistant
- D. September 23, 2021 Special Business Board Meeting Minutes: Shelly Egerer, Executive Assistant
- E. September 2021 Human Resource Report: Erin Wilson, Human Resource Director
- F. September 2021 Plant and Maintenance Report: Michael Mursick, Plant & Maint. Manager
- G. Polices & Procedures (Summary Attached)
  - (1) Diagnostic Imaging
  - (2) Emergency Department
  - (3) Food and Nutrition Services
  - (4) Laboratory
  - (5) Medical Staff
  - (6) Nursing Administration
  - (7) Physical Therapy
  - (8) Risk Management
- H. Committee Meeting Minutes:
  - (1) September 07 Finance Committee Meeting Minutes

**10. OLD BUSINESS\***

- None

**11. NEW BUSINESS\***

- A. Discussion and Potential Approval of the Following Service Agreements:
  - (1) Jeffrey Orr, MD Medical Stabilization Director Service Agreement
  - (2) Roshan Melvani, MD Orthopedic Physician On Call Agreement
  - (3) Roshan Melvani, MD Orthopedic Physician Clinic Service Agreement
  - (4) Steven Knapik, DO Big Bear Urgent Care Medical Director
- B. Discussion and Potential Approval of Opening a Bank Account for Big Bear Urgent Care
- C. Discussion and Potential Approval of the Big Bear Urgent Care Bylaws

**12. ACTION ITEMS\***

- A. **Acceptance of QHR Health Report**  
Woody White, QHR Health
  - (1) October 2021 QHR Health Report
- B. **Acceptance of CNO Report**  
Kerri Jex, Chief Nursing Officer
  - (1) September 2021 CNO Report
- C. **Acceptance of the CEO Report**  
John Friel, Chief Executive Officer
  - (1) October 2021 CEO Report
- D. **Acceptance of the Finance Report & CFO Report**  
Garth Hamblin, Chief Financial Officer
  - (1) August 2021
  - (2) CFO Report

**13. ADJOURNMENT\***

**\* Denotes Possible Action Items**