

**TEHACHAPI VALLEY HEALTHCARE DISTRICT
BOARD OF DIRECTORS MEETING**

Date: May 21, 2024

Place: Tehachapi Valley Healthcare District Office

116 W F Street

Tehachapi, CA 93561

Time: 10:00am

[Click here to join the meeting](#)

Meeting ID: 236 729 275 449

Passcode: Ep5Haq

[Download Teams](#) | [Join on the web](#)

Or call in (audio only)

[+1 347-566-2771,,932899372#](#) United States, New York City

Phone Conference ID: 932 899 372#

AGENDA

CALL TO ORDER

I. FLAG SALUTE

II. PUBLIC COMMENTS ON ITEMS NOT APPEARING ON THE AGENDA

This time is reserved for persons to address the Board of Directors on matters not on the agenda over which the District has jurisdiction. Time is limited to 3 minutes per speaker. The Board of Directors can take no action on your presentation. Any person desiring to speak on an item on the agenda will be given an opportunity to do so prior to the Board of Directors acting on the item.

III. BOARD COMMENTS ON ITEMS NOT APPEARING ON THE AGENDA

IV. CONSENT AGENDA

The following items are considered routine and non-controversial by District Staff and may be approved by one motion. If a member of the Board or audience wishes to comment or ask questions on an item, it will be moved to New Business or Reports.

Approval of Minutes

- | | |
|--|-------|
| 1. BOD Meeting Minutes 04/16/24 | Tab 1 |
| 2. Receive and File, Finance Committee Minutes 04/10/24 | Tab 2 |
| 3. Receive and File, Strategic Planning Minutes 04/11/24 | Tab 3 |

V. OLD BUSINESS

A. None

VI. NEW BUSINESS

- | | |
|---|-------|
| A. Movies in the Park Sponsorship | Tab 4 |
| B. Appointments to Fill Two Board Vacancies | Tab 5 |

VII. REPORTS

- A. Adventist Health Tehachapi Valley Update (Jenny Lavers/Bre Patterson)
- B. TVHD CEO Report Tab 6

VIII. ADJOURNMENT

<u>NOTICE TO THE PUBLIC</u>
<u>PUBLIC COMMENT PERIOD FOR REGULAR MEETINGS</u> Members of the public may comment on any item on the agenda before the Board takes action on it. The public may also comment on items of interest to the public that is within the subject matter jurisdiction of the Board; provided, however, the Board may not take action on any item not appearing on the agenda unless the action is otherwise authorized by law. Any person addressing the Board will be limited to a maximum of three (3) minutes so that all interested parties have an opportunity to speak.
<u>COPIES OF PUBLIC RECORDS</u> All writings, materials, and information provided to the Board for their consideration relating to any open session agenda item of the meeting are available for public inspection and copying during regular business hours at the Administration Office of the District at 116 W E St., Tehachapi, California.
<u>COMPLIANCE WITH ADA</u> This agenda shall be made available upon request in alternative formats to persons with a disability, as required by the Americans with Disabilities Act of 1990 (42 U.S.C. § 12132) and the Ralph M. Brown Act (Cal. Gov't Cod. § 54954.2). Persons requesting a disability related modification or accommodation in order to participate in the meeting, should contact the Executive Office during regular business hours by phone at 661-750-4848, or in person at the District's Administrative Office at 116 W E St., Tehachapi, California.

**TEHACHAPI VALLEY HEALTHCARE DISTRICT
MINUTES OF THE BOARD OF DIRECTORS MEETING
April 16, 2024, 10:00am
116 West F Street, Tehachapi, CA 93561**

I. CALL TO ORDER

President Nixon called the meeting to order at 10:00am.

Directors Present: Lydia Chaney, Duane Moats, Mike Nixon, Carl Gehricke, Bill Steele

Directors Absent:

Others Present: Peggy Mendiburu, CEO; Scott Nave, Legal Counsel; Claudia Elliott, Tehachapi News; Pat Doody, The Loop; Jenny Lavers, Adventist Health

II. FLAG SALUTE

President Nixon led the flag salute.

III. BOARD COMMENTS ON ITEMS NOT APPEARING ON THE AGENDA

Duane Moats: Some Guild members are concerned about insulation in the shed. Needs removal and new insulation installed. **Action: Peggy to check on price.**

IV. PUBLIC COMMENTS ON ITEMS NOT APPEARING ON THE AGENDA

No comments.

V. CONSENT AGENDA

A. Approval of Minutes

1. Board Meeting minutes March 19, 2024
2. Board Meeting minutes March 26, 2024 Special
3. Receive and File Finance Committee Minutes 03/13/24
4. Receive and File Strategic Planning minutes 02/15/24

Consent agenda items approved. MSA: Steele/Chaney; 5-0

V. OLD BUSINESS

A. None.

VI. NEW BUSINESS

A. Bond Counsel Compensation

Tax questionnaire was needed from Adventist Health due to lease of hospital to qualify for tax exempt bonds. Peggy notified Adventist on September 28, 2024 for a November 2023 close. The questionnaire was not received until late December. Closing occurred on January 1, 2024 which caused bond counsel to go over budget by \$70K. Agreed cost was \$30K. Bond counsel is requesting anything the District can do. Director Steele commented on working with Adventist to assist on paying part of the increase. Peggy to provide documents to Jenny Lavers. **Board approved paying half of the overage at approximately \$35K. MSA: Steele/Chaney**

B. Director Vacancies

Today is Directors' Steele and Moats last board meeting. Their resignation date is April 30, 2024. The District has 30 days from May 1, 2024 to fill the two vacancies to serve until General Elections occur in November. If no one is appointed within 60 days, it is up to the Kern County Board of Supervisors to appoint. Peggy to place notices in three conspicuous locations. Legal notice is not necessary per Scott. Plan is to interview candidates at the May 21, 2024 meeting.

VII. REPORTS

A. Adventist Health Tehachapi Valley Update (Jenny Lavers)

- Adventist awarded \$2M grant for medical education and the opportunity to bring internal medicine students to do rotations in Tehachapi clinics and the hospital.
- The space originally planned for a medical office building is not big enough and Adventist is looking at the three lots in front of the hospital. Director Nixon questioned what will be done with the location originally planned. November 2024 is deadline in order to turn back lease to thirty years. Jenny: We will have a clear action plan and group effort.
- Launched dialysis services for inpatients. Services are under Bre Patterson.

B. TVHD Report (Peggy Mendiburu)

- Report attached.
- President Nixon presented certificates of service to Duane Moats, who has served twelve years on the Board and Bill Steele who served various dates for thirty-two years. They accomplished much including oversight and getting the new hospital built.

VIII. CLOSED SESSION

None

X. CLOSED SESSION REPORT

None

XI. ADJOURNMENT

President Nixon adjourned the meeting at 10:34am

Lydia Chaney, Secretary
May 21, 2024

TEHACHAPI VALLEY HEALTHCARE DISTRICT
FINANCE COMMITTEE MINUTES
April 10, 2024, 12:30pm
116 W E Street
Tehachapi, CA 93561
12:00 PM

Board Members Present: Duane Moats, Lydia Chaney

Staff Present: Peggy Mendiburu, CEO

Transcribed by: Peggy Mendiburu

Approval: _____ Date: _____

I. CALL TO ORDER

Director Moats called the Finance Committee Meeting to order at 12:40pm

II. PUBLIC COMMENTS ON ITEMS NOT APPEARING ON THE AGENDA

None

III. APPROVAL OF MINUTES

March 13, 2024 minutes approved. **MSA: Mendiburu/Moats**

IV. REPORTS

A. Finance Reports

1. Committee reviewed finance report for March 2024. **Action: Add summary of vendor work on checklist. Peggy to inform Lisa.**

B. American Express

Committee reviewed American Express for March 2024 with no comments.

C. Petty Cash

Reviewed March 2024 petty cash with no comments.

V. OLD BUSINESS

A. 116 West F Street Move

The move is complete.

B. Diamond IT Contract

In order to transition to new IT provider, there was cost involved. Estimated cost to Diamond is \$1200

VI. NEW BUSINESS

A. 20111 W. Valley Blvd Lessee Status

Meeting with First Valley Group who provides preventative and general health care. They are interested in one side of the building. Building needs a refresher. Looking at cost for paint and removal of carpet.

B. Golden Hills IT

See Old Business V.B

C. Community Garden Grant

Peggy with much needed help from Christine Sherrill applied for a grant of approximately 16K for the community garden.

VII. BOARD COMMENTS ON BUSINESS NOT APPEARING ON THE AGENDA
None.

VIII. ADJOURNMENT

Meeting adjourned at 1:15pm

TEHACHAPI VALLEY HEALTHCARE DISTRICT
Strategic Planning Committee - Special
April 11, 2024, 12:30pm
116 West F Street
Tehachapi, CA 93561
12:30pm

Board Members Present: Mike Nixon, Lydia Chaney

Staff Present: Peggy Mendiburu, CEO

Guests: No guests/public

Transcribed by: Peggy Mendiburu

Approval: _____ Date: _____

I. CALL TO ORDER

Mike Nixon called the meeting to order at 12:30pm

II. PUBLIC COMMENTS ON ITEMS NOT APPEARING ON THE AGENDA

None

III. APPROVAL OF MINUTES

Approved 02/25/24 Strategic minutes: **MSA: Chaney/Mendiburu**

IV. NEW BUSINESS

A. 20111 W. Valley Blvd Possible Leases

Peggy reviewing lease agreements with Scott. There is interest from a family practice group from Lancaster, two OB/GYN's from Bakersfield, along with a cardiology group.

V. OLD BUSINESS

VI. Use of 116 West E Street Update

A. Move complete with some complications with former IT contractor.

VII. CEO Report (attached)

Peggy provided updates regarding the District (attache).

VIII. BOARD COMMENTS ON BUSINESS NOT APPEARING ON THE AGENDA

None.

IX. ADJOURNMENT

Meeting adjourned at 1:18pm



Movies in the Park

Sponsorship Opportunity

Red Carpet Sponsorship

\$5,000

- Booth every movie screening
- Multiple opportunity slots to preview movie slideshow
- Mic time before movie
- Logo to be added to all TVRPD Annual Community Event t-shirts including:
 - Race 5ks
 - Brews on the Mountain Beer Festival
 - Brite Lake Fishing Derby
- Assist TVRPD staff in deciding all 5 movie selections

2024 Dates

Thursday, June 13th

Thursday June 27th

Thursday July 11th

Thursday, July 25th

Tuesday, August 6th

May 1, 2024

Christine Sherrill
24200 Sorrel Court
Tehachapi, CA 93561

Tehachapi Valley Healthcare District
Mike Nixon, President
116 West F Street
Tehachapi, CA 93561

Dear Mike:

I wish to submit my application for a position on the TVHD Board.

I am willing to serve in a temporary capacity or a two-year term. You know my skills and what type of skills the Board needs, so just do whatever you feel is best.

If you wish to discuss, please give me a call at (661) 972-0386. Thank you.

Sincerely,

A handwritten signature in black ink, appearing to read "Christine", with a horizontal line extending to the right.

Christine Sherrill

Hello Peggy Mendiburu,

I would like very much to express my interest in serving on the Tehachapi Valley Health District Board of Directors. I have been a Tehachapi resident for over 55 years and have always had an interest in community affairs. I am retired from Southern California Edison. I recently served on the Kern County Grand Jury. I have been a registered voter since 1974 and have worked as a poll worker. I am aware that the elected board members are typically prominent business men and women with extensive experience on how to spend money and use resources wisely. Regardless of the fact that I am not a business owner, I do have a background in making decisions regarding people, money and resources and I believe myself worthy of your consideration. My thought process as a board member would be to respect the mission of improving quality of life and health care service. To do this, I would carefully consider the feedback of the community, providers and other board members. I would also try to be very conservative with the resources available by looking at the return of value, the budget impact, priorities and practicality. Below is attached my work resume and my Grand Jury certificate.

Certificate of Service

is presented on this 22nd day of June 2023

to

Duane W. Shellcross

In appreciation for dedicated commitment to service
as a member of the

**Kern County Grand Jury
2022 - 2023**



J. Eric Bradshaw
Presiding Judge
Superior Court of California, County of Kern



Tamarah Harber-Pickens
Court Executive Officer / Jury Commissioner
Superior Court of California, County of Kern

**Duane Shellcross
19901 Sioux Street
Tehachapi, Ca. 93561
(661) 549-8802**

CAREER OBJECTIVE

Seeking employment that offers job satisfaction.

SKILLS AND QUALIFICATIONS

Computer Proficiency: Internet, E-mail, Data Entry, Accounting
Electrical Transmission System
Substation Construction, Maintenance and Test
Proofreading Certification

EMPLOYMENT

TECHNICAL RESOURCE CENTER

Test Supervising Technician (05/2016 to 10/2020)

Responsible for supervising all stages of test work.
Responsible for testing substation equipment. Responsible for proper installation of equipment, all secondary AC wiring and all DC wiring especially for substation construction. Responsible to check blueprints to verify they meet all standards and provide correct functionality.

SOUTHERN CALIFORNIA EDISON

Test Supervising Technician (09/2012 to 05/2016)

Responsible for supervising all stages of test work.
Responsible for testing substation equipment. Responsible for proper installation of equipment, all secondary AC wiring and all DC wiring especially for substation construction. Responsible to check blueprints to verify they meet all standards and provide correct functionality.

Test Technician (04/2006 to 09/2012)

Responsible for testing substation equipment. Responsible for proper installation of equipment, all secondary AC wiring and all DC wiring especially for substation construction. Responsible to check blueprints to verify they meet all standards and provide correct functionality.

Const. Maint. Accountant (03/2002-04/2006)

Responsible for timekeeping, paying bills, work-orders, material staging, material receipting, ordering materials (requisitions, issues), blanket purchase orders, fork-lift (unloading shipments), accounting adjustments, transfer vouchers, returning material, credit card reconciliation, employee expenses and record keeping.

Electrician Apprentice (09/2001-03/2002)

Responsible for maintaining substation equipment.

Division Accountant (02/2001-09/2001)

Responsible for timekeeping, paying bills, work-orders, material staging, material receipting, ordering materials (requisitions, issues), blanket purchase orders, fork-lift (unloading shipments), accounting adjustments, transfer vouchers, returning material, credit card reconciliation, employee expenses and record keeping.

Substation Operator (11/1999-2/2001)

Responsible for proper operating and inspection of all substation equipment.

Substation Operator Trainee (04/1999-11/1999)

Training for substation operating and field knowledge.

EDUCATION

High School Diploma-Tehachapi High School
Electronics Correspondence Course-Cleveland Inst. of Electronics
Bakersfield College

Personal and professional references available on request

BreAnne Patterson, MSN, RN, CEN
19800 Piedra Dr
Tehachapi, CA 93561
05/14/2024

Mrs. Peggy Mendiburu
CEO
Tehachapi Valley Healthcare District
PO Box 669
Tehachapi, CA 93581

Dear Mrs. Peggy Mendiburu:

I, BreAnne Patterson am expressing my letter of interest in the open Board of Directors seats. Our Healthcare District is very near and dear to my heart. I have been honored to work for the District in the past and have continued to serve our community as a nurse at our local hospital. Our community deserves the highest quality healthcare and I am interested in being a deciding part in how we provide those services to our community. Thank you for your consideration. Please see attached resume.

Sincerely,

BreAnne Patterson, MSN, RN, CEN

BreAnne Patterson

Tehachapi, CA 93561

Patterbf@ah.org (858) 248-1405

- Leadership experience
- Critical Access Hospital experience
- Top Decile Patient Experience Hospital
- Proven productivity leader decreasing premium pay in every leadership role
- Led only hospital to consistently meet budget within 24 hospital system

Work Experience

Director of Nursing AHTV

Multisite Director Inpatient Dialysis & Inpatient Wound Care Kern County Network-

Adventist Health May 2022- Present

Provide overall supervision of nursing for patient care units. Maintained direct accountability for financial, operational and mission performance for specific services/departments assigned. Worked in full collaboration and cooperation with all areas to coordinate services that will support the strategic goals and mission of the hospital. Maintained responsibility for coordinating services of departments including staffing, operational policies and procedures, systems and programs, standards and compliance with all regulatory and legal requirements. Established and achieves appropriate patient care standards and coordinates the services with appropriate clinical management team. Directly responsible for management and leadership of Nursing Services (Medical Surgical, Telemetry, ICU, and Emergency) and Education. Maintained direct accountability for financial, operational and mission performance for 13 bed Emergency Department, 21 bed Medsurg/ Telemetry unit, 4 bed Intensive Care, and Education department.

Manager Emergency Services - Adventist Health Tehachapi Valley August 2021- May 2022

Responsible for financial and operational performance. Collaborate with other service lines to support strategic goals. Maintains responsibility for coordinating services for departments including staffing, operational policies and procedures, systems and programs, standards, and compliance with all regulatory and legal requirements. Work in partnership with medical directors and medical staff to establish high clinical standards and elevate patient experience. Develops new and creative programs/ services in response to market demands. Increased ED throughput. Decreased Door to Doc times by 67% bringing average times below 10mins.

House Supervisor - Adventist Health Tehachapi Valley April 2021- August 2021

Integral member in development of new House Supervisor nursing role. Provides overall supervision of the organization in collaboration with and in the absence of the administrative/executive team. Makes administrative decisions, collaborates with the Nursing leadership and other departments, ensures patient and staff safety, and oversees the functioning of the organization. Assists with/facilitates clinical functions. Supervises and directs the activities of various levels of assigned personnel using both professional and supervisory discretion and independent judgment.

ICU Charge Nurse/House Supervisor

Adventist Health January 2020 to April 2021 (per diem, full time between travel assignment)

ICU RN (Travel)

Mercy Hospitals of Bakersfield July 2020 - Oct 2020

ED Nurse (Travel)

SF General Trauma Center April 2020- May 2020

ED Nurse (Travel)

Palmdale Regional Medical Center February 2020 to April 2020

Acute Care Manager - Adventist Health January 2019 to January 2020

Collaborated with staff, charge nurses, physicians, and other department leaders to ensure clinical operations. Supervised activities of various levels of assigned nursing and ancillary personnel. Worked to build high performing clinical team through active recruitment and retention. Performed routine evaluations, coaching and discipline to personnel as appropriate. Monitored critical processes and outcomes of care through routine audits, data analysis and incident reports. Assessed and established appropriate staffing ratios based on budgeted nursing hours and regulatory requirements. Took Gallup Employee Engagement scores from 3.90 to 4.44 placing AHTV Acute Care in the top Quartile for Adventist Health. Decreased premium pay by 88%. Eliminated traveler burden while increasing quality of care and staff retention.

ICU RN/ Charge/ House Supervisor

Adventist Health November 2018 to January 2019

ED Nurse (Travel)

Memorial Hospital Bakersfield, CA February 2018 to November 2018

ED RN (Travel)

Ridgecrest Regional Hospital May 2017 to January 2018

ED- Registered Nurse (RN)

Tehachapi Valley Healthcare District March 2015 to May 2017

Registered Nurse (RN)

Ridgecrest Regional Hospital October 2014 to February 2015

ICU Nurse Preceptorship

Scripps Green Hospital - La Jolla, CA March 2014 to May 2014

Executive Administrator

Rose Line Solutions- San Diego, May 2012-May- 2014

Executive Administrator

Saturn Electric- San Diego, 2006-2008

Education

Master's of Science in Nursing

Bachelor of Science in Nursing

Peer Reviewed Publications

Academic Emergency Medicine **Objective Triage of Mild Traumatic Brain Injury Using an Artificial Intelligence Derived Decision Support Tool** Lisa Kreber Ph.D., David Riggs M.D., Richard Rawson D.O., Vu Huynh M.D., Tracy Embrey Hernandez BSN, RN, MICN, PHN, **BreAnne Patterson** MSN, RN, CEN, & Emily Dunn BSN, RN

Poster Presentation AdvancED 2022 conference hosted by the California College of Emergency Physicians. **AI Derived, Objective Decision Support for Mild Head Injury Triage and Concussion Management** Lisa Kreber Ph.D., David Riggs M.D., Richard Rawson D.O., Vu Huynh M.D., Tracy Embrey Hernandez BSN, RN, MICN, PHN, **BreAnne Patterson** MSN, RN, CEN, & Emily Dunn BSN, RN

Awards

Daisy Award Nominee 2019

Employee Engagement Top Quartile 2019

Daisy Award Nominee 2016

Certifications and Licenses

CA RN

ACLS TNCC PALS NRP

NIHSS CPI MICN

Lean Six Sigma Yellow Belt

Certified Emergency Nurse

TVHD CEO REPORT
May 2024 Report

District Finances April 2024

- For the month of April, total in was \$425,103 with \$39,338 in expenses leaving a balance of \$385,764. Year to date revenue is \$3,006,515.00 with expenses YTD 329,938.47.
- Getting estimates on West Valley for paint and flooring. Working on advertising of space. Waiting on sign change estimate. There is still interest from a gynecologist in Bakersfield and a cardiology group.
- Getting estimates on the Guild shed for removal of and new insulation.

District Administration Update

- Built beds for the community garden on May 11, 2024. One bed is planted and there are pumpkins planted in the ground. We should hear about the T-Mobile grant May 24, 2024. Thank you to all that have donated towards the cause. There are more volunteers interested in assisting with the beds. Thank you to the Village, The Humanitarian group, and the community for donating time, items, and funds.
 - The community is invited to attend planning meetings for the garden, which are held on the last Sunday of the month at 11:00am. The next meeting is scheduled for May 26, 2024 at 11:00am at 116 West F St.
- Received three letters of interest for Steele and Moats vacancies.