

Meeting Minutes

BOARD STRATEGIC & FACILITIES PLANNING COMMITTEE

CALENDAR YEAR 2023



P = Present V = Virtual E = Excused A = Absent G = Guest]

ATTENDANCE ROSTER						
MEMBERS	MEETING DATES:					
	1/31/23	3/28/23	5/30/23	7/25/23	9/26/23	11/30/23
DIRECTOR MIKE PACHECO – CHAIR	P	P	P	CANCELLED	P	P
DIRECTOR LAURA BARRY	P	P	P		V	P
DIRECTOR JEFF GRIFFITH, EMT-P	P	P	P		P	P
DIANE HANSEN, PRESIDENT & CEO	P	V	P		P	V
KANCHAN KOIRALA, MD, CoS, PMC ESCONDIDO	V	V	P		E	P
SAM FILICIOTTO, MD, CoS, PMC POWAY	V	V	V/P		V	E
<i>DIRECTOR LAURIE EDWARDS-TATE, MS – ALTERNATE</i>					V/G	
<i>ANDREW NGUYEN, MD – ALTERNATE CoS PMC ESCONDIDO</i>						
<i>MARK GOLDSWORTHY, MD – ALTERNATE CoS PMC POWAY</i>						
STAFF ATTENDEES						
HUGH KING, CHIEF FINANCIAL OFFICER	P	P	P		V	V
RYAN OLSEN, CHIEF OPERATIONS OFFICER	P	V	E		P	P
OMAR KHAWAJA, MD, CHIEF MEDICAL OFFICER	P	V	P		P	P
MEL RUSSELL, RN, CHIEF NURSE EXECUTIVE	P	V	V		E	V
JULIE PURSELL, CHIEF HUMAN RESOURCES OFFICER	V	E	E		E	E
KEVIN DEBRUIN, CHIEF LEGAL OFFICER	V	V	V		V	P
MIKE MILLS, VP FACILITIES & CONSTRUCTION	E	V	V		V	V
KRISTIN GASPAR, VP PHILANTHROPY	V	V	E		E	E
KIRK EFFINGER, FOUNDATION BOARD	E	E	E		E	E
TANYA HOWELL – COMMITTEE ASSISTANT	P	P	P	P	P	
CONNIE WONG, SENIOR DIRECTOR OF MANAGED CARE & BUSINESS DEVELOPMENT	V	E	V	V		
INVITED GUESTS	SEE TEXT OF MINUTES FOR NAMES OF INVITED GUESTS					

BOARD STRATEGIC & FACILITIES PLANNING COMMITTEE – MEETING MINUTES – THURSDAY, NOVEMBER 30, 2023			
AGENDA ITEM	CONCLUSION/ACTION	FOLLOW UP/RESPONSIBLE PARTY	FINAL?
DISCUSSION			
NOTICE OF MEETING			
<ul style="list-style-type: none"> The agenda (as Notice of Meeting) was posted on Wednesday, November 22, 2023, at Palomar Health’s Administrative Office, which is consistent with legal requirements The full agenda packet was also posted that date on the Palomar Health website; and notice of that posting was made via email to the Board and staff 			
CALL TO ORDER			
<ul style="list-style-type: none"> The meeting – held in the Linda Greer Conference Room, 2125 Citracado Parkway, Suite 300, Escondido, CA, and virtually – was called to order at 12:03 p.m. by Chair Mike Pacheco 			
ESTABLISHMENT OF QUORUM			
<ul style="list-style-type: none"> Quorum was established (<i>see roster</i>) 			
PUBLIC COMMENTS			
<ul style="list-style-type: none"> None filed 			
1. BOARD STRATEGIC & FACILITIES PLANNING COMMITTEE FOLLOW-UP			
<ul style="list-style-type: none"> Secretary Howell stated that a response to the follow-up was provided in the Form A, noting that all requests were for future items that would be reported on once action had been taken on those requests Chair Pacheco stated that he had spoken with Kristin Gaspar, VP of Philanthropy, about the upgrade of the front lawn at PMCE to turf, and she had indicated that the process would require much more than just replacing the lawn <ul style="list-style-type: none"> Electrical conduits would need to be moved, poles would require relocation and bathroom units were to be installed, for a total estimated cost of \$2.5M Chair Pacheco believed the Foundation was working on a funding source 			
2. MINUTES OF THE BOARD STRATEGIC & FACILITIES PLANNING COMMITTEE MEETING – TUESDAY, SEPTEMBER 26, 2023	MOTION: By Director Barry, seconded by Director Griffith and carried to approve the Minutes of the Board Strategic & Facilities Planning Committee Meeting, Tuesday, September 26, 2023 Vote taken by Roll Call: Director Barry – aye; Director Griffith – aye; Ms. Hansen – aye; Director Pacheco – aye; Dr. Koirala – aye; Absent: Dr. Filiciotto	Forwarded to the December 11, 2023, Board of Directors meeting as information	Y
<ul style="list-style-type: none"> No discussion 			

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• DISCUSSION

3. CONSTRUCTION UPDATE	<i>Information Only</i>	Forwarded to the December 11, 2023, Board of Directors meeting as information <ul style="list-style-type: none"> • Mr. Mills was going to review the costs/ability to make the rooms on the 10th Floor permanently airborne isolation capable 	N
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- Utilizing the presentation included in the agenda packet, Mike Mills, VP of Facilities & Construction, presented an informational update on the status of construction projects throughout the district, touching on the highlights, and noting that the team had changed the format slightly
- POWAY COMPLETED PROJECTS (PAGES 17-19)
 - Mr. Mills commented that this would be the last time the “completed projects” slides would be presented
 - There were a few minor punch-list items remaining on the Main Lobby Expansion, which had become a nice space for patients and employees
 - The illuminated entry signs at PMCP provided a great branding opportunity for the district
- POWAY PROJECTS IN PROGRESS (PAGES 20-35)
 - IR/Cath lab had an anticipated completion date of June 2024
 - The replacement of the nuclear medicine imaging equipment didn’t have a completion date as the space wasn’t yet available, and the team was still reviewing equipment options
 - The replacement of the kitchen dishwashing machine had an anticipated completion date of February 2024
 - The OR HVAC equipment replacement had been impacted by supply chain issues, with air handlers taking up to 12 months to obtain; however, there was still an anticipated completion date of May 2024
 - The Villas refresh was moving along, facilities had added new vinyl flooring, with new countertops at the nursing stations, and they had been juggling resources to match patient volume in order to be unobtrusive
 - The POP Imaging suite had a revised design based on discussions with the JV partner, the equipment had been identified, and the anticipated completion date was roughly in the summer of next year
 - The ED Multi-Station Treatment Room had an anticipated completion date of September 2024 and the addition of the 6 stations would be a good use of the space, which had previously been pharmacy storage
 - Chair Pacheco inquired about patient privacy within the unit, as the rooms appeared to be open, and he was concerned about discussions that might occur between the physician and medics during hand-off, which could make the patients uncomfortable
 - Mr. Mills assured Chair Pacheco that each bay could be sealed off with curtains
 - Dr. Omar Khawaja, CMO, added that the expectation was that these rooms would be for urgent care cases, similar to those treated at POD D at PMCE, but the team could review the addition of some sort of temporary wall, and from a HIPAA standpoint, he felt that the attempt to provide privacy still adhered to their guidelines

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• DISCUSSION

- ♦ To Chair Pacheco’s point related to patients being uncomfortable, Dr. Khawaja stated that even having an opaque wall of some kind might work, and he could meet offline with Mr. Mills to discuss the options for a wall, the costs and the timeline and put that up against the patient experience discussion
 - Dr. Khawaja also noted that the ED had been getting busier, and the addition of walls could push the project out another 6 months, if not longer
 - ♦ Chair Pacheco then suggested that perhaps one of the rooms could be repurposed as an interview location (e.g., utilize Bay 5 as the interview location, then move patients to Bays 1-4)
 - Mel Russell, CNE, added that when the spaces were reviewed, State regulations as well as HIPAA were taken into account, and privacy glass was added to the nurses’ workstation for additional privacy when the provider was discussing cases with the nurses
 - ♦ The spaces around each bed also coordinated with a square footage for each area by regulation; and the curtains were actually a noise-reduction type, as were the ceiling tiles
 - Chair Pacheco clarified that he wasn’t even really talking about HIPAA, rather he meant the conversation taking place between medics and the potential for other patients to listen in concerned him
 - ♦ Mr. Russell reiterated that the area was intended only for urgent care, and medics would not be bringing any patients into that area, they would instead follow the normal process for triage at the ED before any patients were sent to that area
- The conversion of the Birthing Center to an ICU was in the design phase, with an anticipated completion date of December 2025
- The Data Center had an anticipated completion date of January 2024, so that it would be completed prior to the cutovers for the UPS and could provide battery backup
- The Nurse Call Replacement had an anticipated completion date of January 2024
- The Chiller Replacement had an anticipated completion date by the of this year
- Phase I of the ED Lobby Expansion was anticipated to be completed by the end of December, with Phases II & III scheduled to be completed by May 2024
- The POP Elevator Expansion had an anticipated completion date of March 2024, and the photo showed the architectural parapet added at the top
- The UPD Building had an anticipated completion date of March 2024
 - A series of 9 main supply cutovers of 20 to 30 minutes each had been scheduled for January 2024
- The drawings for the Cafeteria Refresh were on their third resubmission to HCAI, and there was a fourth to be submitted in February 2024, and he hoped that would be the final step so the construction could actually begin on that project
- ESCONDIDO PROJECTS IN PROGRESS (PAGES 36-42)
 - The renovations requested by the JV partner for the ASC on the first floor of PHOC III were scheduled for completion in January 2024, and they would move in when those renovations had been completed
 - Licensing was underway for the Imaging Equipment Replacement for ED 2, and they were waiting to see how the equipment panned out before moving on to ED 1

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• DISCUSSION

- The drawings for turning the NICU back to LDRP had been approved by HCAI, and the bid process was underway
- The Buildout of the 9th Floor at PMCE had an anticipated completion date of August 2024, and the project was going well, with the design team and contractor working well together
- The Buildout of the 10th Floor at PMCE had an anticipated completion date of December 2025
 - The team had shortlisted potential general contracts and drafted an RFP, but drawings were still needed in order to go out to bid
- LINAC #2 had an anticipated completion date of next month, there had been no issues, with everything having gone as planned
- In response to an inquiry by Director Barry about the status of the Behavioral Health Institute, Mr. Mills indicated that all of their drawings and analysis had been completed, and the team had done a test board
 - Hugh King, CFO, added that he had been in a meeting earlier today in which the team had finalized the general approach related to getting utilities to the building; he anticipated having the land lease and parking facility lease finalized by the end of this year; and he still anticipate holding a groundbreaking in the second quarter of 2024
- In response to an inquiry from Dr. Koirala related to the costs of making all the rooms on the 10th Floor permanently airborne-isolation capable, which many of the newer ICUs were doing, and whether those costs would be justifiable, Mr. Russell stated that the hospital’s power and water facility was across the road, and that setup was not capable of providing the water oomph to get up beyond the 10 floors, which meant there wasn’t a capability to add more than normal isolation rooms
 - He added that it would be very expensive to get a full hospital floor allocated for isolation; however, there would be some normal isolation rooms, and there was an additional ability to again utilize temporary isolation vacuums, and some/all of the rooms might include covered holes that could be uncovered in the event that isolation needed to be added
 - Mr. Mills added that it would take a full review of all of the systems, and he could obtain the drawings; however, his gut feeling was that it would be a significant cost

ADJOURNMENT TO CLOSED SESSION The meeting was adjourned to closed session by Chair Pacheco at 12:31 p.m.

ADJOURNMENT TO OPEN SESSION The meeting was adjourned to open session by Chair Pacheco at 1:26 p.m.

CALL TO ORDER The open session was called to order by Chair Pacheco at 1:27 p.m.

ACTION RESULTING FROM CLOSED SESSION DISCUSSION – IF ANY

- There was no action resulting from the closed session discussion

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• DISCUSSION

FINAL ADJOURNMENT **The meeting was adjourned by Chair Pacheco at 1:28 p.m.**

SIGNATURES:

COMMITTEE CHAIR



MIKE PACHECO

COMMITTEE ASSISTANT



TANYA HOWELL