



Revised 8/5/2024

**AGENDA**

**REGULAR MEETING OF THE BOARD OF DIRECTORS**

**Tuesday, August 6, 2024**

**6:00 PM**

**Modular C Classroom**

**600 N. Highland Springs Avenue, Banning, CA 92220**

**In compliance with the Americans with Disabilities Act**, if you need special assistance to participate in this meeting, please contact the Administration Office at (951) 769-2160. **Notification 48 hours prior to the meeting** will enable the Healthcare District to make reasonable arrangements to ensure accessibility to this meeting. [28 CFR 35.02-35.104 ADA Title II].

TAB

I. Call to Order

S. McDougall, Chair

II. Public Comment

A five-minute limitation shall apply to each member of the public who wishes to address the Healthcare District Board of Directors on any matter under the subject jurisdiction of the Board. A thirty-minute time limit is placed on this section. No member of the public shall be permitted to “share” his/her five minutes with any other member of the public. (Usually, any items received under this heading are referred to staff for future study, research, completion and/or future Board Action.) (PLEASE STATE YOUR NAME AND ADDRESS FOR THE RECORD.)

On behalf of the Healthcare District Board of Directors, we want you to know that the Board acknowledges the comments or concerns that you direct to this Board. While the Board may wish to occasionally respond immediately to questions or comments if appropriate, they often will instruct the Hospital CEO, or other Hospital Executive personnel, to do further research and report back to the Board prior to responding to any issues raised. If you have specific questions, you will receive a response either at the meeting or shortly thereafter. The Board wants to ensure that it is fully informed before responding, and so if your questions are not addressed during the meeting, this does not indicate a lack of interest on the Board’s part; a response will be forthcoming.

**NOTE: ALL MEMBERS OF THE SAN GORGONIO MEMORIAL HOSPITAL BOARD OF DIRECTORS ARE INVITED PARTICIPANTS AND MAY ADDRESS THE SAN GORGONIO MEMORIAL HEALTHCARE DISTRICT BOARD OF DIRECTORS AT ANY TIME DURING THIS MEETING.**

TAB

**OLD BUSINESS**

III. \* Proposed Action - Approve Minutes

All

- July 2, 2024, regular meeting

A

**NEW BUSINESS**

- IV. District Board Chair Monthly Report S. McDougall verbal
- V. Chief of Staff Report R. Sahagian, MD B  
**\*Proposed Action - Approve Recommendations of the Medical  
Executive Committee**  
▪ **ROLL CALL**
- VI. **\* Proposed Action – Approve Second Amendment to the Management  
Services Agreement** S. Barron C  
▪ **ROLL CALL**
- VII. **\* Proposed Action – Adopt Resolution No. 2024-04  
(Change in banking authorized signers)** S. McDougall D  
▪ **ROLL CALL**
- VIII. **\* Proposed Action – Adopt Resolution No. 2024-05  
(Resolution directing Riverside County, California, to levy  
A tax to pay the principal of and interest on the District’s  
General Obligation Bonds for FY 2024-2025)** D. Heckathorne E  
▪ **ROLL CALL**
- IX. **\* Proposed Action – Adopt Resolution No. 2024-06  
(Resolution of the Board of Directors of the San Geronio Memorial  
Healthcare District Authorizing 1206(b) Clinic Services)** Staff F  
▪ **ROLL CALL**
- X. **\* Proposed Action – Approve Commercial Sublease between Apna  
Health Services, LLC and San Geronio Memorial Healthcare District  
DBA San Geronio Memorial Medical Clinic** S. Barron G  
▪ **ROLL CALL**
- XI. **\*Proposed Action - Approve June 2024 Financial Report** D. Heckathorne H  
▪ **ROLL CALL**
- XII. **\*Proposed Action - Approve Policies and Procedures** Staff I  
▪ **ROLL CALL**
- XIII. General Information
- \*\*\* ITEMS FOR DISCUSSION/APPROVAL IN CLOSED SESSION** S. McDougall
- Proposed Action – Approve Medical Staff Credentialing  
(Health & Safety Code §32155; and Evidence Code §1157)
- XIV. **ADJOURN TO CLOSED SESSION**

San Gorgonio Memorial Healthcare District  
Board of Directors Regular Meeting  
August 6, 2024

**\* The Board will convene to the Open Session portion of the meeting approximately 2 minutes after the conclusion of Closed Session.**

**RECONVENE TO OPEN SESSION**

**\*\*\* REPORT ON ACTIONS TAKEN DURING CLOSED SESSION**

S. McDougall

XV. Future Agenda Items

XVI. Adjournment

S. McDougall

**\*Action Required**

In accordance with The Brown Act, *Section 54957.5*, all public records relating to an agenda item on this agenda are available for public inspection at the time the document is distributed to all, or a majority of all, members of the Board. Such records shall be available at the Healthcare District Administration office located at 600 N. Highland Springs Avenue, Banning, CA 92220 during regular business hours, Monday through Friday, 8:00 am - 4:30 pm.

I certify that on August 2, 2024, I posted a copy of the foregoing agenda near the regular meeting place of the Board of Directors of San Gorgonio Memorial Healthcare District, and on the San Gorgonio Memorial Hospital website, said time being at least 72 hours in advance of the regular meeting of the Board of Directors (*Government Code Section 54954.2*).

Executed at Banning, California on August 2, 2024



Ariel Whitley, Executive Assistant

**TAB A**

REGULAR MEETING OF THE  
SAN GORGONIO MEMORIAL HEALTHCARE DISTRICT  
BOARD OF DIRECTORS

July 2, 2024

The regular meeting of the San Gorgonio Memorial Hospital Board of Directors was held on Tuesday, July 2, 2024, in Modular C meeting room, 600 N. Highland Springs Avenue, Banning, California.

Members Present: Ron Rader, Randal Stevens, Lanny Swerdlow, Dennis Tankersley

Members Absent: Shannon McDougall

Required Hospital: Steve Barron (CEO), Daniel Heckathorne (CFO), John Peleuses (VP Ancillary and Support Services), Ariel Whitley (EA/Director of Compliance and Privacy), Angie Brady (CNE)

AGENDA ITEM	DISCUSSION	ACTION / FOLLOW-UP												
<b>Call To Order</b>	Vice Chair Swerdlow, called the meeting to order at 6:09 pm.													
<b>Public Comment</b>	No public comment.													
<b>OLD BUSINESS</b>														
<b>Proposed Action - Approve Minutes June 4, 2024, regular meeting.</b>	Vice Chair Lanny Swerdlow, asked for any changes or corrections to the minutes of the June 4, 2024, regular meeting.  There were none.	<b>The minutes of the June 4, 2024, regular meeting will stand correct as presented.</b>												
<b>NEW BUSINESS</b>														
<b>District Board Chair Report</b>	No report.													
<b>Chief of Staff Report</b>  <b>Proposed Action – Approve Recommendations of the Medical Executive Committee</b>	Raffi Sahagian, MD, Chief of Staff, briefly reviewed the Medical Executive Committee report as included on the board tablets.  <u>Items for Approval</u> <ul style="list-style-type: none"> <li>• <b>Amended Medical Staff Rules and Regulations</b> <ul style="list-style-type: none"> <li>○ B. Medical Records – Page 6</li> </ul> </li> </ul> <b>BOARD MEMBER ROLL CALL:</b> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%;">McDougall</td> <td style="width: 25%;">Absent</td> <td style="width: 25%;">Rader</td> <td style="width: 25%;">Yes</td> </tr> <tr> <td>Stevens</td> <td>Yes</td> <td>Swerdlow</td> <td>Yes</td> </tr> <tr> <td>Tankersley</td> <td>Yes</td> <td colspan="2">Motion carried.</td> </tr> </table>	McDougall	Absent	Rader	Yes	Stevens	Yes	Swerdlow	Yes	Tankersley	Yes	Motion carried.		<b>M.S.C., (Rader/Stevens), the SGMHD Board of Directors approved the amendment of Medical Records – Page 6 in the Medical Staff Rules and Regulations as shown on memorandum provided by the Medical Staff Office.</b>
McDougall	Absent	Rader	Yes											
Stevens	Yes	Swerdlow	Yes											
Tankersley	Yes	Motion carried.												

AGENDA ITEM	DISCUSSION	ACTION / FOLLOW-UP												
<p><b>Proposed Action – Approve the FYE 2025 Operating Budget and Capital Budget</b></p>	<p>Dan Heckathorne, CFO, presented the FYE 2025 Operating and Capital Budgets.</p> <p><b>BOARD MEMBER ROLL CALL:</b></p> <table border="1" data-bbox="407 436 1214 541"> <tr> <td>McDougall</td> <td>Absent</td> <td>Rader</td> <td>Yes</td> </tr> <tr> <td>Stevens</td> <td>Yes</td> <td>Swerdlow</td> <td>Yes</td> </tr> <tr> <td>Tankersley</td> <td>Yes</td> <td colspan="2">Motion carried.</td> </tr> </table>	McDougall	Absent	Rader	Yes	Stevens	Yes	Swerdlow	Yes	Tankersley	Yes	Motion carried.		<p><b>M.S.C., (Rader/Tankersley), the SGMHD Board of Directors approved the FYE 2025 Operating and Capital Budget as presented.</b></p>
McDougall	Absent	Rader	Yes											
Stevens	Yes	Swerdlow	Yes											
Tankersley	Yes	Motion carried.												
<p><b>Proposed Action – Approve Notice to the Registrar of Voters General District Election, November 5, 2024.</b></p>	<p>Vice Chair Swerdlow explained that the Registrar of Voters requires this form to be approved by the Board of Directors each year that we have board seats on the election ballot. The form lists the term year of seats that are to be on the ballot and in which local newspaper the Notice of Election is to be run. It also noted that Candidates must pay the total cost of any Candidate Statements.</p> <p><b>BOARD MEMBER ROLL CALL:</b></p> <table border="1" data-bbox="407 934 1214 1039"> <tr> <td>McDougall</td> <td>Absent</td> <td>Rader</td> <td>Yes</td> </tr> <tr> <td>Stevens</td> <td>Yes</td> <td>Swerdlow</td> <td>Yes</td> </tr> <tr> <td>Tankersley</td> <td>Yes</td> <td colspan="2">Motion carried.</td> </tr> </table>	McDougall	Absent	Rader	Yes	Stevens	Yes	Swerdlow	Yes	Tankersley	Yes	Motion carried.		<p><b>M.S.C., (Stevens/Tankersley), the SGMHD Board of Directors approved the Notice to the Registrar of Voters General District Election November 5, 2024, as presented with the candidate responsible for the total cost of any Candidate Statement.</b></p>
McDougall	Absent	Rader	Yes											
Stevens	Yes	Swerdlow	Yes											
Tankersley	Yes	Motion carried.												
<p><b>Proposed Action – Approve changes to Conflict of Interest Code and Resolution No. 2024-03</b></p>	<p>Vice Chair Swerdlow reported that the Fair Political Practices Commission (FPPC) requires that the District’s Conflict of Interest Code be reviewed, and any changes made bi-annually.</p> <p><b>BOARD MEMBER ROLL CALL:</b></p> <table border="1" data-bbox="407 1371 1214 1476"> <tr> <td>McDougall</td> <td>Absent</td> <td>Rader</td> <td>Yes</td> </tr> <tr> <td>Stevens</td> <td>Yes</td> <td>Swerdlow</td> <td>Yes</td> </tr> <tr> <td>Tankersley</td> <td>Yes</td> <td colspan="2">Motion carried.</td> </tr> </table>	McDougall	Absent	Rader	Yes	Stevens	Yes	Swerdlow	Yes	Tankersley	Yes	Motion carried.		<p><b>M.S.C., (Tankersley/Stevens), the SGMHD Board of Directors approved the changes to the Conflict-of-Interest Code and Resolution No. 2024-03.</b></p>
McDougall	Absent	Rader	Yes											
Stevens	Yes	Swerdlow	Yes											
Tankersley	Yes	Motion carried.												
<p><b>Proposed Action – Adopt Resolution No. 2024-04 (Change in banking authorized signers)</b></p>	<p>It was decided by the District Board of Directors to postpone this agenda item.</p>	<p><b>This item has been postponed for a future meeting.</b></p>												

AGENDA ITEM	DISCUSSION	ACTION / FOLLOW-UP												
<p><b>Proposed Action – Approve the May 2024 Financial Report</b></p>	<p>Dan Heckathorne reviewed the May 2024 Finance Report as included on the board tablets.</p> <p><b>BOARD MEMBER ROLL CALL:</b></p> <table border="1" data-bbox="407 438 1214 543"> <tr> <td>McDougall</td> <td>Absent</td> <td>Rader</td> <td>Yes</td> </tr> <tr> <td>Stevens</td> <td>Yes</td> <td>Swerdlow</td> <td>Yes</td> </tr> <tr> <td>Tankersley</td> <td>Yes</td> <td colspan="2">Motion carried.</td> </tr> </table>	McDougall	Absent	Rader	Yes	Stevens	Yes	Swerdlow	Yes	Tankersley	Yes	Motion carried.		<p><b>M.S.C., (Stevens/Tankersley), the SGMHD Board of Directors approved the May 2024 Financial report as presented.</b></p>
McDougall	Absent	Rader	Yes											
Stevens	Yes	Swerdlow	Yes											
Tankersley	Yes	Motion carried.												
<p>• <b>Informational - Measure A expenditures –May 2024</b></p>	<p>Vice Chair Swerdlow, noted that a copy of the Measure A funds and expenditures – May 2024 was included on the board tablets.</p>													
<p><b>Proposed Action – Approve Policies and Procedures</b></p>	<p>These policies will be presented at the August 6 board meeting as there were no redlines visible to determine the edited content.</p>	<p><b>These policies will be presented at the August 6 meeting for approval.</b></p>												
<p><b>General Information</b></p>	<p>None.</p>													
<p><b>Adjourn to Closed Session</b></p>	<p>Vice Chair Swerdlow, reported the items to be reviewed and discussed and/or acted upon during Closed Session will be:</p> <ul style="list-style-type: none"> <li>➤ Proposed Action–Approve Medical Staff Credentialing.</li> </ul> <p>The meeting adjourned to Closed Session at 7:02 pm.</p>													
<p><b>Reconvene to Open Session</b></p>	<p>The meeting was reconvened to Open Session at 7:06 pm.</p> <p>At the request of Vice Chair Swerdlow, Ariel Whitley reported on the actions taken/ information received during closed session as follows:</p> <ul style="list-style-type: none"> <li>➤ Approved Medical Staff Credentialing</li> </ul>													
<p><b>Future Agenda Items</b></p>	<ul style="list-style-type: none"> <li>• None</li> </ul>													
<p><b>Adjournment</b></p>	<p>The meeting was adjourned at 7:08 pm.</p>													

In accordance with The Brown Act, *Section 54957.5*, all reports and handouts discussed during this Open Session meeting are public records and are available for public inspection. These reports and/or handouts are available for review at the Healthcare District Administration office located at 600 N. Highland Springs Avenue, Banning, CA 92220 during regular business hours, Monday through Friday, 8:00 am - 4:30 pm.

**TAB B**



**SAN GORGONIO MEMORIAL HOSPITAL**

**Medical Staff Services Department**

**M E M O R A N D U M**

**DATE:** July 17, 2024

**TO:** Chair  
Governing Board

**FROM:** Raffi Sahagian, M.D., Chairman  
Medical Executive Committee

**SUBJECT: MEDICAL EXECUTIVE COMMITTEE REPORT**

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At the Medical Executive Committee held this date, the following items were approved, with recommendations for approval by the Governing Board:

**Approval Item(s):**

**2024 Annual Approval of Policies & Procedures**

The attached list of policies & procedures is recommended for approval (See attached).

**SAN GORGONIO MEMORIAL HOSPITAL  
2024 – ANNUAL APPROVAL  
POLICIES & PROCEDURES**

Title	Policy Area	Revised?
Breast Stimulation Stress Test	Obstetrics	Revised
Collection and Storage of Breast Milk	Obstetrics	Revised
Communication Of Obstretic Emergencies	Obstetrics	Revised
Corrective Actions for Deficiencies Identified Through Quality Control Measures	Clinical Laboratory	Revised
Dietary- Portions Sizes	Dietary	Revised
Emergency Food Supplies	Dietary	Revised
Maternal Admission/ Transfer from Labor & Delivery (L&D) To Postpartum	Obstetrics	Revised
Maternal Patient Transfer	Obstetrics	Revised
Newborn Circumcision	Obstetrics	Revised
Newborn Vitamin K Administration	Obstetrics	Revised
Photography and Video Recording in the Women's Center	Obstetrics	Revised
Phototherapy for Hyperbilirubinemia	Obstetrics	Revised
POLST (Physician Order for Life Sustaining Treatment)	Nursing	Revised
Spontaneous Abortion	Obstetrics	New
Women's Center Provider Coverage and Visits	Obstetrics	Revised

**TAB C**

**SECOND AMENDMENT**  
**TO THE**  
**MANAGEMENT SERVICES AGREEMENT**  
**SAN GORGONIO MEMORIAL HOSPITAL**

This Second Amendment to the Management Services Agreement (this “**Amendment**”) is entered into as of August 6, 2024 (the “**Effective Date**”), by and between San Gorgonio Memorial Hospital, a California nonprofit public benefit corporation (“**Manager**”) and San Gorgonio Memorial Healthcare District, a California public agency (the “**District**”). Manager and the District are sometimes hereinafter referred to collectively as “**Parties**” and individually as “**Party**”.

**RECITALS**

A. The District and Manager entered into Management Services Agreement effective as of July 1, 2020 (the “**Agreement**”), pursuant to which the District retained Manager to provide pharmacy services and turn-key management services in the day-to-day operation of San Gorgonio Memorial Hospital, a 79-bed general acute care hospital owned by the District and located at 600 North Highland Springs Avenue, Banning, California, 92220 (the “**Hospital**”).

B. The District seeks to establish one or more 1206(b) clinics or other clinics (the “**District Clinics**”), which as determined under California Health and Safety Code Section 1206(b) allows for health care districts to establish clinics for the purpose of providing clinical services to its primary care service area and the greater community.

C. The initial District Clinic shall be located at 264 N. Highland Springs Avenue, Suite D, Banning, CA 92220.

D. The parties wish to amend the Agreement to include the District Clinics as facilities that will be managed by Manager as provided in the Agreement.

NOW, THEREFORE, the parties agree as follows:

**AGREEMENT**

1. **Incorporation of Recitals.** The Recitals set forth above are true and correct and are incorporated into this Amendment by this reference.

2. **Incorporation of Defined Terms.** All terms, phrases and words indicated to be defined terms by initial capitalization in this Amendment that are not specifically defined in this Amendment shall have the meaning set forth in the Agreement.

3. **Article I.** The Parties agree to amend Article I (Duties of Manager and the District) by adding a new Section 1.15 of the Agreement as follows:

### 1.15. 1206(b) Clinics.

(a) Manager shall supervise, staff and provide Management Services described in this Agreement as necessary for the day-to-day non-medical business of the District Clinics, subject to the applicable policies of District. Manager shall consult with District and make recommendations to District concerning, all policy matters and other major decisions affecting the management, staffing, and day-to-day operations of the District Clinics. .

(b) District shall be solely and exclusively in control of all aspects of the District Clinics and the provision of medical services therein. District shall engage physicians and provide oversight for the rendition of all medical services at the District Clinics, including without limitation, diagnosis or treatment of any condition; the prescribing, dispensing and/or administering of any medication, surgery, therapy and the preparation of all medical reports. Physicians engaged by District shall at all times be duly licensed to practice medicine without restriction in the State of California and shall agree current standards of medical practice and all applicable governmental regulations.

(c) All references to Hospital in this Agreement shall be deemed to include District Clinics unless otherwise agreed by both Manager and District.

4. **Article III** The Parties agree to amend and restate Article III (Financial Management) of the Agreement as follows:

**3.1. Assignment of Claims.** Except for claims for services provided at the District Clinics and to the extent permitted by law, the District hereby assigns, exclusively to Manager, on the District's behalf, all claims, demands and rights of the District to charge, bill, collect and receive all revenue from patients, insurance companies, Medicare, Medicaid, and other payors. The District agrees to execute any and all documents necessary to secure and perfect Manager's interest in such claims, revenue and accounts receivable.

**3.2. Operating Account.** Except for taxes, assessments and revenues from the District Clinics collected by the District, all revenue received, whether collected in the name of the District or Manager, shall be directly deposited in a bank account (the "**Operating Account**") established by Manager for the exclusive benefit of the District at such bank as Manager may from time to time designate in its sole and absolute discretion (the "**Bank**"). The District agrees to do all things necessary or desirable by Manager to authorize the deposit of such payments into the Operating Account. If either of the Parties receives any such payments in the form of checks, it will use its best efforts to promptly deposit such checks into the Operating Account. Manager shall designate such persons who shall have authority to write checks upon or otherwise authorize the disbursement of funds from such Operating Account ("**Authorized Signer**"). Manager shall have the sole and exclusive right to designate an Authorized Signer, and to write checks upon and authorize disbursements from such

Operating Account, to pay the Hospital Expenses (as defined in Section 4.1 below) and the Management Fee (as defined in Section 4.2 below). Manager agrees that neither Manager nor its agents will encumber, remove, withdraw or authorize the removal or withdrawal of any funds from the Operating Account for any purpose except for Hospital Expenses or the Management Fee unless approved by the District Board.

**3.3. District Clinics Account.** All revenue received from services provided at or for the benefit of the District Clinics shall be directly deposited in a separate bank account established and controlled by the District (the “**Clinic Account**”) Upon receipt from Manager of an invoice with an accounting of the actual operating costs reasonably incurred by Manager for the staffing and operation of the District Clinics (“**Clinic Expenses**”), District shall reimburse Clinic Expenses from the Clinic Account and Manager shall deposit such payment into the Operating Account. Manager shall not be entitled to an additional Management Fee for the management of the District Clinics.

5. **Governing Law.** This Amendment shall be construed and governed in accordance with the laws of the State of California.

6. **Entire Agreement.** Except as otherwise indicated in this Amendment, there are no other agreements or understandings, written or oral, between the parties, regarding this Amendment other than as set forth herein. This Amendment shall not be modified or amended except by a written document executed by both parties to this Amendment.

7. **Counterparts.** This Amendment may be executed in counterparts, each of which shall be deemed to be an original, and all of such counterparts shall together constitute one agreement.

8. **Conflicting Provisions.** If there is any conflict or inconsistency between this Amendment and the Agreement, the provisions of this Amendment shall control and govern.

9. **No Other Changes.** Except as set forth in this Amendment, no other modifications are being made to the Agreement, and the Agreement shall remain in full force and effect.

*[Signature page to follow]*

IN WITNESS WHEREOF, the parties have executed this Amendment on the dates set forth below, to be effective as of the Effective Date.

**MANAGER:**

**SAN GORGONIO MEMORIAL HOSPITAL**

By: \_\_\_\_\_  
Its: \_\_\_\_\_

**DISTRICT:**

**SAN GORGONIO MEMORIAL HEALTHCARE DISTRICT**

By: \_\_\_\_\_  
Its: \_\_\_\_\_

**3.1. Assignment of Claims.** Except for claims for services provided at the District Clinics and ~~To~~ to the extent permitted by law, the District hereby assigns, exclusively to Manager, on the District's behalf, all claims, demands and rights of the District to charge, bill, collect and receive all revenue from patients, insurance companies, Medicare, Medicaid, and other payors. The District agrees to execute any and all documents necessary to secure and perfect Manager's interest in such claims, revenue and accounts receivable.

**3.2. Operating Account.** Except for taxes, assessments and revenues from the District Clinics collected by the District, all revenue received, whether collected in the name of the District or Manager, shall be directly deposited in a bank account (the "**Operating Account**") established by Manager for the exclusive benefit of the District at such bank as Manager may from time to time designate in its sole and absolute discretion (the "**Bank**"). The District agrees to do all things necessary or desirable by Manager to authorize the deposit of such payments into the Operating Account. If either of the Parties receives any such payments in the form of checks, it will use its best efforts to promptly deposit such checks into the Operating Account. Manager shall designate such persons who shall have authority to write checks upon or otherwise authorize the disbursement of funds from such Operating Account ("**Authorized Signer**"). Manager shall have the sole and exclusive right to designate an Authorized Signer, and to write checks upon and authorize disbursements from such Operating Account, to pay the Hospital Expenses (as defined in Section 4.1 below) and the Management Fee (as defined in Section 4.2 below). Manager agrees that neither Manager nor its agents will encumber, remove, withdraw or authorize the removal or withdrawal of any funds from the Operating Account for any purpose except for Hospital Expenses or the Management Fee unless approved by the District Board.

**3.3. District Clinics Account.** All revenue received from services provided at or for the benefit of the District Clinics shall be directly deposited in a separate bank account established and controlled by the District (the "**Clinic Account**") Upon receipt from Manager of an invoice with an accounting of the actual operating costs reasonably incurred by Manager for the staffing and operation of the District Clinics ("**Clinic Expenses**"), District shall reimburse Clinic Expenses from the Clinic Account and Manager shall deposit such payment into the Operating Account. Manager shall not be entitled to an additional Management Fee for the management of the District Clinics.



**TAB D**

**SAN GORGONIO MEMORIAL HEALTHCARE DISTRICT  
RESOLUTION NO. 2024-04**

**BE IT RESOLVED**, that at a regular board meeting held August 6, 2024, by the Board of Directors of San Gorgonio Memorial Healthcare District, a California Non-profit Public Benefit-Corporation, that Patricia Brown, Irwin Reeves, Joe Dotan, Lynn Baldi, Estelle Lewis, and Ludwig Cibelli, are hereby removed as an authorized signers with all financial institutions. Authorized signers for all financial institutions shall be: Shannon McDougall, Chair of the Healthcare District Board of Directors; Steven Barron, Chief Executive Officer of the Hospital, and Angela Brady, Chief Nursing Officer of the Hospital are authorized to enter into deposit accounts, transfer funds, brokerage, invest, manage cash, deposit service agreements and sign on behalf of the corporate with financial institutions. They may designate from time to time who is authorized to withdraw funds, initiate payment orders and otherwise give instructions on behalf of the Healthcare District with respect to its deposit and brokerage accounts. Two (2) signatures are required for withdrawal amounts in excess of \$10,000.

**AND BE IT FURTHER RESOLVED**, that this authorization is in addition to any other authorizations in effect and shall remain in full force until written notice of its revocation is delivered to said financial institutions.

Signed: \_\_\_\_\_ DATE: August 6, 2024  
Ronald Rader, Secretary  
San Gorgonio Memorial Healthcare District Board of Directors

# TAB E

**BOARD OF DIRECTORS  
SAN GORGONIO MEMORIAL HEALTHCARE DISTRICT  
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**

RESOLUTION NO. 2024-05

**RESOLUTION DIRECTING RIVERSIDE COUNTY, CALIFORNIA, TO LEVY A  
TAX TO PAY THE PRINCIPAL OF AND INTEREST ON THE DISTRICT'S  
GENERAL OBLIGATION BONDS FOR FISCAL YEAR 2024-2025**

WHEREAS, by a resolution (the "Ballot Resolution"), adopted by the Board of Directors (the "Board") of the San Gorgonio Memorial Healthcare District (the "District") on December 6, 2005, the Board determined and declared that public interest and necessity demanded the need to raise moneys for the expansion, improvement, acquisition, construction, equipping and renovation of health facilities of the District (the "Project"), and the Board called a mailed ballot election to be held within the boundaries of the District in accordance with the California Elections Code;

WHEREAS, a special municipal election was held in the District on March 28, 2006, and thereafter canvassed pursuant to law;

WHEREAS, at such election there was submitted to and approved by the requisite two-thirds (2/3) vote of the qualified electors of the District a question as to the issuance and sale of general obligation bonds of the District for the purpose of raising money for the Project in the maximum aggregate principal amount of \$108,000,000, payable from the levy of an unlimited ad valorem tax against all taxable property in the District;

WHEREAS, pursuant to Chapter 4 of Division 23 (commencing with section 32300) of the California Health and Safety Code (the "Act"), the District is empowered to issue general obligation bonds;

WHEREAS, the District issued an initial series of bonds, in the aggregate principal amount of \$25,000,000, identified as the "San Gorgonio Memorial Healthcare District (Riverside County, California) General Obligation Bonds, Election of 2006, Series A (2006)" (the "Series A Bonds"), for the purpose of raising funds needed for the Project and other authorized costs on the conditions set forth in a resolution adopted by the Board on June 6, 2006;

WHEREAS, the District issued a second series of bonds, in the aggregate principal amount of \$25,000,000, identified as the "San Gorgonio Memorial Healthcare District (Riverside County, California) General Obligation Bonds, Election of 2006, Series B (2008)" (the "Series B Bonds"), for the purpose of raising funds needed for the Project and other authorized costs on the conditions set forth in a resolution adopted by the Board on July 1, 2008;

WHEREAS, the District issued a third series of bonds, in the aggregate principal amount of \$58,000,000, identified as the "San Gorgonio Memorial Healthcare District (Riverside County, California) General Obligation Bonds, Election of 2006, Series C (2009)" (the "Series C Bonds"), for the purpose of raising funds needed for the Project and other authorized costs on the conditions set forth in a resolution adopted by the Board on August 10, 2010; and

WHEREAS, the District refinanced and legally defeased the Series A Bonds with the issuance of a fourth series of bonds, in the aggregate principal amount of \$25,015,000, identified as the "San Gorgonio Memorial Healthcare District (Riverside County, California) 2013 General Obligation Refunding Bonds" (the "2013 Refunding Bonds"), to provide for the payment of the principal of and interest on the Series A Bonds to and including August 1, 2014, and to redeem, on such date, all Series A Bonds then outstanding pursuant to a resolution adopted by the Board on January 8, 2013; and

WHEREAS, the District refinanced and legally defeased the Series C Bonds with the issuance of a fifth series of bonds, in the aggregate principal amount of \$64,425,000, identified as the "San Gorgonio Memorial Healthcare District (Riverside County, California) 2014 General Obligation Refunding Bonds" (the "2014 Refunding Bonds" and with the Series B Bonds and the 2013 Refunding Bonds, the "Bonds"), to provide for the payment of the principal of and interest on the Series C Bonds to and including August 1, 2017, and to redeem, on such date, all Series C Bonds then outstanding pursuant to a resolution adopted by the Board on June 3, 2014; and

WHEREAS, the District refinanced and legally defeased the Series B Bonds with the issuance of a sixth series of bonds, in the aggregate principal amount of \$25,780,000, identified as the "San Gorgonio Memorial Healthcare District (Riverside County, California) 2015 General Obligation Refunding Bonds" (the "2015 Refunding Bonds" , to provide for the payment of the principal of and interest on the Series B Bonds to redeem, on such date, all Series B Bonds then outstanding pursuant to a resolution adopted financing with a closing date of December 8, 2015; and

WHEREAS, the District refinanced and legally defeased the Series A Bonds with the issuance of a seventh series of bonds, in the aggregate principal amount of \$20,275,000, identified as the "San Gorgonio Memorial Healthcare District (Riverside County, California) 2020 General Obligation Refunding Bonds" (the "2020 Refunding Bonds" , to provide for the payment of the principal of and interest on the Series A Bonds to redeem, on such date, all Series B Bonds then outstanding pursuant to a resolution adopted financing with a closing date of September 9, 2020; and

WHEREAS, pursuant to the Act, the District is authorized to direct Riverside County, California, in which the jurisdiction of the District resides (the "County"), to levy an unlimited *ad valorem* tax on all taxable property within the District for the payment of the principal of and interest on the Bonds;

NOW, THEREFORE, THE BOARD OF DIRECTORS OF SAN GORGONIO MEMORIAL HEALTHCARE DISTRICT DOFS HEREBY RESOLVE, DETERMINE AND ORDER AS FOLLOWS:

*Section 1. Recitals.* All of the recitals herein are true and correct. To the extent that the recitals relate to findings and determinations of the Board, the Board declares such findings or determinations to be made thereby.

*Section 2. Tax Levy; Tax Rate.* The Board has determined that the amount needed to be raised by taxes during Fiscal Year 2024-2025 to pay the principal of and interest on the Bonds during such period is \$4,606,861.34 (which amount represents total debt service of \$6,744,776.16 plus a reserve equal to 29% of the debt service payments, less the debt service reserve currently held by the District of \$3,486,234).

The County has informed the District that, for Fiscal Year 2024-2025, the estimated value of all assessed property within the District to be used for calculating the debt service rate is \$16,160,730,585.

The County had informed the District that, for Fiscal Year 2024-2025, the assumed delinquency rate to be used for calculating the debt service rate was 2.14%.

Based upon the foregoing, the rate of taxes in the District for Fiscal Year 2024-2025, shall be \$46.07 per \$100,000 of assessed valuation (as adjusted above) for the Bonds.

The Board hereby requests and directs the County, at the time of the fixing of its general tax levy for the County's fiscal year beginning July 1, 2024, and ending June 30, 2025, to fix and levy and collect a tax at the rate specified above to meet the above debt service requirements of the Bonds.

Said tax shall be in addition to all other taxes levied for District purposes, shall be levied and collected by the County at the same time and in the same manner as other taxes of the District are levied and collected, and shall be used only for the payment of the Bonds, and the interest thereon.

*Section 3. Request for Necessary County Actions.* The Board of Supervisors, the treasurer, tax collector and auditor-controller, and other officials of the County are hereby requested to take and authorize such actions as may be necessary pursuant to law to provide for the levy and collection of a property tax on all taxable property within the District sufficient to provide for the payment of all principal of, redemption premium (if any), and interest on the Bonds, as the same shall become due and payable, and to transfer the tax receipts from such levy to The Bank of New York Trust Company, N.A., as paying agent for the Bonds, at the time and in the amount necessary to meet required principal and interest payments, as indicated in Exhibit A. The Chief Executive Officer or the Chief Financial Officer of the District is hereby authorized and directed to deliver certified copies of this Resolution to the clerk of the Board of Supervisors of the County, and the treasurer, tax collector and auditor of the County.

*Section 4. Ratification.* All actions heretofore taken by officials, employees and agents of the District with respect to the request and direction for the tax levy described herein are hereby approved, confirmed and ratified.

*Section 5. General Authority.* The Chair of the Board, the Vice Chair of the Board, the Chief Executive Officer and the Chief Financial Officer, and their respective designees, are each hereby authorized, empowered and directed in the name and on behalf of the District to take any and all steps, which they or any of them might deem necessary or appropriate in order to ensure that the County levies and collects the property taxes as described herein and otherwise to give effect to this Resolution.

*Section 6. Effective Date.* This resolution shall take effect immediately on and after its adoption.

\*\*\*\* \* \* \* \*

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PASSED AND ADOPTED this 6th day of August 2024, by the following vote:

AYES:

NAYS: \_\_\_\_\_

ABSENT:

Shannon McDougall, Chair, Board of  
Directors San Gorgonio Memorial Healthcare  
District

\_\_\_\_\_  
ATTEST:

Secretary/Treasurer, Board of Directors  
San Gorgonio Memorial Healthcare District

## San Gorgonio Memorial Healthcare District

### DEBT SERVICE SCHEDULE

Payment Date	Series 2014	Series 2015	Series 2020	Total
2015	\$3,939,044.38	\$0.00	\$0.00	\$3,939,044.38
2016	\$4,007,525.00	\$1,344,090.87	\$0.00	\$5,351,615.87
2017	\$4,083,075.00	\$1,288,012.50	\$0.00	\$5,371,087.50
2018	\$4,146,475.00	\$1,325,812.50	\$0.00	\$5,472,287.50
2019	\$4,215,875.00	\$1,366,612.50	\$0.00	\$5,582,487.50
2020	\$4,290,875.00	\$1,410,212.50	\$0.00	\$5,701,087.50
2021	\$4,358,625.00	\$1,451,412.50	\$1,407,532.78	\$7,217,570.28
2022	\$4,429,875.00	\$1,500,212.50	\$1,437,500.00	\$7,367,587.50
2023	\$4,504,125.00	\$1,545,212.50	\$1,478,900.00	\$7,528,237.50
2024	\$4,575,875.00	\$1,596,462.50	\$1,517,500.00	\$7,689,837.50
2025	\$4,644,875.00	\$1,648,462.50	\$1,558,300.00	\$7,851,637.50
2026	\$4,712,075.00	\$1,695,962.50	\$1,611,100.00	\$8,019,137.50
2027	\$4,779,650.00	\$1,747,762.50	\$1,650,500.00	\$8,177,912.50
2028	\$4,857,050.00	\$1,795,887.50	\$1,701,900.00	\$8,354,837.50
2029	\$4,928,175.00	\$1,850,137.50	\$1,753,200.00	\$8,531,512.50
2030	\$4,997,750.00	\$1,909,975.00	\$1,798,000.00	\$8,705,725.00
2031	\$5,070,000.00	\$1,964,825.00	\$1,844,800.00	\$8,879,625.00
2032	\$5,141,250.00	\$2,029,437.50	\$1,902,600.00	\$9,073,287.50
2033	\$5,216,000.00	\$2,083,000.00	\$1,955,800.00	\$9,254,800.00
2034	\$5,288,500.00	\$2,143,400.00	\$2,009,400.00	\$9,441,300.00
2035	\$5,363,250.00	\$2,208,800.00	\$2,068,200.00	\$9,640,250.00
2036	\$5,429,500.00	\$2,268,800.00	\$2,126,800.00	\$9,825,100.00
2037	\$5,497,000.00	\$2,333,400.00	\$0.00	\$7,830,400.00
2038	\$5,560,000.00	\$2,397,200.00	\$0.00	\$7,957,200.00
2039	\$5,628,000.00	\$0.00	\$0.00	\$5,628,000.00





July 30, 2024

To: Ben J. Benoit  
County of Riverside  
Office of the Auditor-Controller  
Property Tax Division  
4080 Lemon St. 11th Floor  
P.O. Box 1326  
Riverside, CA 92502-1326

Subject: Request for Corrections to 2025 Fixed Charges for San Gorgonio Memorial Healthcare District Fund 04-4391 Request total of 1 correction to rate

Due to annual rate adjustment calculations as prescribed by the voter approved ballot measure A, please reduce the following charges from the 2025 fiscal year tax roll

<u>District</u>	<u>Tax Year</u>	<u>Fund</u>	<u>Current Amount</u>	<u>New Amount</u>
San Gorgonio Pass Mem Hosp Measure A	2024-2025	04-4391	\$62,000	\$46.07

The contact number remains the same for publishing on all tax bills. That contact number is 951-769-2103. The email contact for any questions would be [DHeckathorne@sgmh.org](mailto:DHeckathorne@sgmh.org)

Thank you,

Daniel R. Heckathorne  
Chief Financial Officer  
San Gorgonio Memorial Health Care District  
600 North Highland Springs Avenue • Banning, California 92220-3090  
Phone 951.769-2118 • Fax 951.769-4835 [www.sgmh.org](http://www.sgmh.org)

**SAN GORGONIO MEMORIAL HEALTHCARE DISTRICT  
(RIVERSIDE COUNTY, CALIFORNIA)  
GENERAL OBLIGATION BONDS, ELECTION OF 2006, SERIES A,B C (2009)**

Dated: Date of Delivery Due: August 1 as shown below

The issuance of general obligation bonds in an aggregate amount not to exceed \$108,000,000 by the San Gorgonio Memorial Healthcare District (the "District") was authorized at an election of the registered voters of the District held on March 28, 2006, by more than two-thirds (76%) of the persons voting on the measure. Pursuant to the laws of the State of California (the "State"), the District issued an initial series of such (30 year) bonds in the amount of \$25,000,000 on August 3, 2006, and issued a second series of such bonds in the amount of \$25,000,000 on August 19, 2008, and the District is issuing the third and final series of such bonds in the amount of \$58,000,000, known as the San Gorgonio Memorial Healthcare District (Riverside County, California) General Obligation Bonds, Election of 2006, Series C (2009) (the "Bonds").

**Measure A:**

*The formula to assess individual taxes for Measure A was based on the following:*

<b>SAN GORGONIO MEMORIAL HEALTH CARE DISTRICT</b>		
<b>TAX RATE CALCULATION - 2013, 2015 &amp; 2020 GENERAL OBLIGATION BONDS</b>		
	<b>2024-25</b>	<b>Tax Rate Per \$100,000</b>
Total Assessed Value 2024-25 Fiscal Year (Secured, Unsecured & Utility)	\$16,564,914,499	\$165.65
Less Estimated Delinquency Rate (assumes 2.44%)	(404,183,914)	4.04
Net Adjusted Assessed Value Available for Ad Valorem Tax	\$16,160,730,585	\$161.61
Debt Service Payments	\$7,851,637.50	
Add: Reserve for Contingency	3,500,000	
Less: Measure A Debt Service Reserve Held by the District	(\$6,744,776)	
Net Amount to be Collected	\$4,606,861	
<b>Tax Rate per \$100,000 Assessed Value</b>	<b>\$46.07</b>	
Old Rate	<b>\$62.00</b>	
Percent change	-25.70%	

**THE DISTRICT**

The District is a political subdivision of the State of California, created in 1947 by vote of registered voters of the then proposed District. The District was organized to finance the cost of constructing, remodeling and expanding the Hospital and operates under The Local Health Care District Law of the State of California, Constituting Division 23 of the California Health and Safety Code. The District leases the Hospital and its improvements to the Corporation for an amount approximately equal to the debt service requirements of the District on its outstanding revenue bonds. The District covers an area of approximately 340 square miles and is located in The northwest portion of Riverside County. The permanent resident population of the District is approximately 75,000 persons. Cities and communities located within the District's boundaries includes the cities of Banning and Beaumont, portions of the city of Calimesa as well as the neighboring unincorporated areas of Cabazon, Cherry Valley and Whitewater. The District is a political agency and collects operating property tax revenues annually Based upon the assessed value of taxable real property located within the District's boundaries. The District is able to use its Measure A tax revenues for making annual principal and interest payments on the Go Bonds discussed above.



To: Ben J. Benoit  
Riverside County Auditor-Controller  
From: Daniel R. Heckathorne, Chief Financial Officer  
San Gorgonio Memorial Health Care District.

Subject: Compliance with Proposition 218

Date: July 30, 2024

The San Gorgonio Memorial Health Care District represents that the charges associated with property tax district number 04-4391 identified on the County Tax Roll as 027057 San Gorgonio Pass Mem Hosp is in compliance with the articles of Proposition 218 cited below.

The County Auditor-Controller/County of Riverside agrees to enter all assessments, fees, charges, or taxes for the District of San Gorgonio Memorial Health Care District upon receipt of such roll on or about August 10, 2024, based upon such certification.

The District of San Gorgonio Memorial Health Care District shall be solely liable and responsible, and will defend, indemnify and hold the County and this office harmless from any liability as a result of claims or claims for refunds and related interest due filed by taxpayers against any assessments, fees, charges, or taxes placed on the roll for the San Gorgonio Memorial Health Care District by the County.

Article XIII C. Sec 2 "Any general tax imposed, extended, or increased, without voter approval, by any local government on or after January 1, 1995, and prior to the effective date of this article, shall continue to be imposed only if approved by a majority vote of the voters voting in an election on the issue of the imposition, which election shall be held withing two years of the effective date of this article and in compliance with subdivision (b)."

Article XIII D. Sec. 5 "...this article shall become effective the day after the election unless otherwise provided. Beginning July 1, 1997, all existing, new or increased assessments shall comply with this article."

Article XIII D. Sec. 6 (d) "Beginning July 1, 1997, all fees or charges shall comply with this section."

If you have any questions or if you wish to contact me directly, please call me at (951) 769-2118 or e-mail me at [DHeckathorne@sgmh.org](mailto:DHeckathorne@sgmh.org). Have a wonderful day.

Thank you,

Daniel R. Heckathorne  
Chief Financial Officer  
San Gorgonio Memorial Hospital  
600 N. Highland Springs Avenue., Banning, CA 92220

SAN GORGONIO MEMORIAL HEALTH CARE DISTRICT  
 TAX RATE CALCULATION - 2013, 2015 & 2014 GENERAL OBLIGATION BONDS

Total Assessed Value 2018-19 Fiscal Year (Secured, Unsecured & Utility)  
 Less Estimated Delinquency Rate (assumes 2.44%)

Net Adjusted Assessed Value Available for Ad Valorem Tax

Debt Service Payments due 2/1/21 and 8/1/21

Add: Reserve for Contingency

Less: Measure A Debt Service Reserve Held by the District

Net Amount to be Collected

Tax Rate per \$100,000 Assessed Value

Old Rate

Percent change

	2020-21	2024-25	Tax Rate Per \$100,000	Tax Rate Per \$100,000
	10,477,886,143.00	16,564,914,499.00	\$104.78	\$165.65
	222,131,186.23	404,183,913.78	\$2.12	\$4.04
	10,255,754,956.77	16,160,730,585.22	\$102.56	\$161.61
	7,332,700.04	7,851,637.50		
	3,500,000.00	3,500,000.00		
	(4,116,688.00)	(6,744,776.16)		
	6,716,012.04	4,606,861.34		
	67.16	46.07		
	69.90	62.00		
	-3.92%	-25.70%		



COUNTY OF RIVERSIDE  
OFFICE OF THE  
AUDITOR-CONTROLLER

County Administrative Center  
4080 Lemon Street, 11<sup>th</sup> Floor  
P.O. Box 1326  
Riverside, CA 92502-1326  
(951) 955-3800  
Fax (951) 955-3802



**Ben J. Benoit**  
County Auditor-Controller

**Tanya S. Harris, DPA, CPA**  
Assistant Auditor-Controller

July 05, 2024

TO: Cities and Special Districts of Riverside County

SUBJECT: Fiscal Year 2024-2025 Assessed Values

The fiscal year 2024-25 Preliminary Roll reports are available on our website at: <https://auditorcontroller.org/property-tax-assessed-values>. The Equalized Roll reports will be available the week of August 19, 2024. The assessed valuations reports are to be used for setting ad valorem tax rate(s) for debt service requirements. This letter is sent to inform agencies that have an ad valorem tax rate(s). If your agency does not set an ad valorem tax rate, these reports are informational only.

Tax rate(s) will be presented for board approval on August 27, 2024. For sufficient processing time, we kindly request the receipt of all tax rates (or any changes you may have to rates already submitted) by Thursday, August 1, 2024. **No rates will be accepted for billing if received after August 1, 2024, at 5:00 p.m.** To accommodate requests for bond information, please submit the following:

- 1) Amount of debt authorized by voters
- 2) Original debt amount issued
- 3) Outstanding balance as of 6/30/2024
- 4) Contact name
- 5) Contact number
- 6) Justification if any of the following conditions exist:
  - a. Rate is in its first year
  - b. Rate is zero or paid off
  - c. Rate is 10% higher or lower than the previous fiscal year

Please e-mail your tax rates to: Fendy Kao – [Fkao@rivco.org](mailto:Fkao@rivco.org) and Jennifer Hun – [Jenhun@rivco.org](mailto:Jenhun@rivco.org)

The delinquency rate for fiscal year 2023-24 is estimated at 2.48%. This rate also includes the estimated reduction to distributions for current year and prior year refunds as allowed by law.

If you have any questions concerning the use of these reports, please contact Fendy Kao, Chief Accountant at (951) 955-0322 or by email at [Fkao@rivco.org](mailto:Fkao@rivco.org). You may also contact Jennifer Baechel, Deputy Auditor-Controller at (951) 955-6298 or by email at [JBaechel@rivco.org](mailto:JBaechel@rivco.org).

Sincerely,

Ben J. Benoit  
County Auditor-Controller

**TAB F**

**RESOLUTION 2024-06**

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
SAN GORGONIO MEMORIAL HEALTH CARE DISTRICT  
AUTHORIZING 1206(b) CLINIC SERVICES**

**WHEREAS**, the San Gorgonio Memorial Health Care District (the “**District**”) previously determined and declared that public interest and necessity demanded the need to establish a 1206(b) clinic, which as determined under California Health and Safety Code Section 1206(b) allows for health care districts to establish a clinic for the purpose of providing clinical services to the community; and

**WHEREAS**, California Health & Safety Code 32121(j) allow a Health Care District to operate health services at any location within or outside the District for the benefit of the District and the people served by the District; and,

**WHEREAS**, the District previously authorized and approved of the development and establishment of 1206(b) clinics and now desires to authorize and approve additional clinics (the “**Clinics**”) including, but not limited to, a clinic to be located at 264 North Highland Springs Avenue, Suite D, Banning, California 92220 (the “**North Highland Clinic**”); and

**WHEREAS**, the District has entered into a Management Services Agreement (the “**MSA**”) with San Gorgonio Memorial Hospital Corporation (“**Hospital Corporation**”) to operate its hospital and now desires to amend the MSA to include management of the Clinics on behalf of the District; and

**WHEREAS**, the District seeks to authorize the Chair of the District Board to execute such filings, applications, retention agreements, leases and such other filings and applications as necessary for the operation of the North Highland Clinic; and

**NOW THEREFORE, BE IT RESOLVED**, by the Board of Directors of the San Gorgonio Memorial Health Care District as follows:

1. The Board of Directors of the District finds the foregoing Recitals are true and correct and incorporates the Recitals herein.
2. The Board of Directors of the District hereby authorizes and approves the Second Amendment to the MSA attached hereto to provide for the Hospital Corporation to manage the Clinics.
3. The Board of Directors of the District authorizes and approves the filing for Medicare and Medi-Cal provider numbers and an NPI and such other filings and applications as may be necessary for the proper operation of the North Highland Clinic in accordance with Health & Safety Code 1206(b).

4. The Board of Directors of the District authorizes, empowers and directs the Chair of the Board and the respective Chair's designees to execute a lease and such other documents as necessary to take possession of the premises for the North Highland Clinic.

5. This Resolution shall take effect immediately upon its adoption.

**PASSED, APPROVED AND ADOPTED** this 6<sup>th</sup> day of August, 2024 by the following vote.

AYES:  
NOES:  
ABSTAIN:  
ABSENT:

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Shannon McDougall, Chair  
San Gorgonio Memorial Healthcare District Board  
of Directors

Attest:

---

Ronald Rader, Secretary  
San Gorgonio Memorial Healthcare District Board  
of Directors



**TAB G**

## Commercial Sublease

This Commercial Sublease (this "Sublease") is made effective as of July 15, 2024, by and between Apna Health Services, LLC ("Tenant"), and SAN GORGONIO MEMORIAL HEALTH CARE DISTRICT DBA SAN GORGONIO MEMORIAL MEDICAL CLINIC ("Subtenant"). Tenant has previously entered into a lease agreement with Dr. Jose Limon ("Landlord") dated February 26, 2024 (the "Prime Lease"). Tenant now desires to sublet the leased property to Subtenant and Subtenant desires to sublet the leased property from Tenant. Therefore, the parties agree as follows:

**PREMISES.** Tenant, in consideration of the sublease payments provided in this Agreement, sublets to Subtenant Medical office space in Suite D, single-story building. Approximately 2,000 sqft The building to be leased is on parcel #419-050-023 and a part of a medical office space plaza There are about 20 shared parking spots that are available to the offices in this plaza located at 264 N. Highland Springs Ave Ste. D, Banning, California 92220 (the "Premises").

**TERM AND POSSESSION.** The term of this Sublease will begin on July 01, 2024 and unless terminated sooner pursuant to the terms of this Sublease, it will continue for the remainder of the term provided in the Prime Lease, which terminates February 25, 2027.

**SUBLEASE PAYMENTS.** Subtenant shall pay to Tenant sublease payments of \$3,500.00 per month, payable in advance on the first day of each month, for a total sublease payment of \$108,500.00. Sublease payments shall be made to Tenant at 264 N Highland Springs Suite D, Banning, California 92220, which may be changed from time to time by Tenant.

Subtenant shall pay for all utilities used or consumed at the Demised Premises during the term of this Agreement as currently obligated by the Tenant under the Prime Lease. The utilities shall be paid directly to the utility company if separately metered; otherwise, the utilities shall be prorated by Tenant in a fair and equitable manner as mutually agreed to by Tenant and Subtenant and be billed to Subtenant at the same rates as billed to Tenant by the utility company for payment to Tenant. The bills shall be due and payable within ten days of receipt.

**DEFAULTS.** Subtenant shall be in default of this Sublease if Subtenant fails to fulfill any lease obligation or term by which Subtenant is bound. Subject to any governing provisions of law to the contrary, if Subtenant fails to cure any financial obligation within 5 days (or any other obligation within 10 days) after written notice of such default is provided by Landlord to Subtenant, Landlord may take possession of the Premises without further notice (to the extent permitted by law), and without prejudicing Landlord's rights to damages. In the alternative, Landlord may elect to cure any default and the cost of such action shall be added to Subtenant's financial obligations under this Sublease. Subtenant shall pay all costs, damages, and expenses (including reasonable attorney fees and expenses) suffered by Landlord by reason of Subtenant's defaults. All sums of money or charges required to be paid by Subtenant under this Sublease shall be additional rent, whether or not such sums or charges are designated as "additional rent". The rights provided by this paragraph are cumulative in nature and are in addition to any other rights afforded by law.

**LATE PAYMENTS.** For any payment that is not paid within 7 days after its due date, Subtenant shall pay a late fee of \$500.00.

**SECURITY DEPOSIT.** At the time of the signing of this Sublease, Subtenant shall pay to Landlord, in trust, a security deposit of 0 to be held and disbursed for Subtenant damages to the Premises or other defaults under this Sublease (if any) as provided by law.

**CUMULATIVE RIGHTS.** The rights of the parties under this Sublease are cumulative, and shall not be construed as exclusive unless otherwise required by law.

**NON-SUFFICIENT FUNDS.** Subtenant shall be charged \$350.00 for each check that is returned to Landlord for lack of sufficient funds.

**PROPERTY INSURANCE.** Lessor, Tenant and Subtenant shall each maintain appropriate insurance for their respective interests in the Premises and property located on the Premises. Lessor and Tenant shall be named as an additional insured in such policies. Subtenant shall deliver appropriate evidence to Tenant as proof that adequate insurance is in force issued by companies reasonably satisfactory to Tenant. Tenant shall receive advance written notice from the insurer prior to any termination of such insurance policies. Subtenant shall also maintain any other insurance which Tenant or Lessor may reasonably require for the protection of Tenants or Lessors interest in the Premises. Subtenant is responsible for maintaining casualty insurance on its own property.

**WAIVER OF RIGHTS.** Each of Tenant and Subtenant agrees to, and does hereby, waive all rights of recovery and causes of action against the other, their respective agents and employees, and all persons claiming through or under the other, relating to loss of business, business interruption or loss of rentals resulting from any damage or destruction to the Demised Premises or any of Subtenant's property contained therein, notwithstanding that any such damage or destruction may be due to the negligence of Tenant or Subtenant, their respective agents or employees. Tenant and Subtenant also waive all rights of recovery and causes of action against Lessor for loss of business, business interruption or loss of rentals, resulting from any such damage or destruction, notwithstanding that such damage or destruction may be due to the negligence of Tenant or Subtenant, their respective agents and employees.

**NOTICE.** Notices under this Sublease shall not be deemed valid unless given or served in writing and forwarded by mail, postage prepaid, addressed as follows to every interested party:

**TENANT:**

Apna Health Services, LLC  
264 N Highland Springs  
Banning, California 92220

**SUBTENANT:**

SAN GORGONIO MEMORIAL HEALTH CARE DISTRICT DBA SAN GORGONIO MEMORIAL  
MEDICAL CLINIC

\_\_\_\_\_  
\_\_\_\_\_

**LANDLORD:**

Dr. Jose Limon  
PO Box 905  
Banning, California 92220


Such addresses may be changed from time to time by any party by providing notice to the other interested parties as described above.

**GOVERNING LAW.** This Sublease shall be construed in accordance with the laws of the State of California.

**LANDLORD'S CONSENT.** The Prime Lease requires the prior written consent of Landlord to any subletting of the Premises. Such consent has been obtained and a copy is attached as an exhibit.


**INCORPORATION OF PRIME LEASE.** This Sublease is subject to all of the terms of the Prime Lease with the same force and effect as if each provision of the Prime Lease were included in this Sublease, except as otherwise provided in this Sublease. All of the obligations and rights of Tenant under the Prime Lease shall be binding upon Subtenant. All of the obligations of Landlord under the Prime Lease shall inure to the benefit of Subtenant. It is the intent of the parties that, except as otherwise provided in this Sublease, the relationship between Tenant and Subtenant shall be governed by the various provisions of the Prime Lease as if those provisions were included in this Sublease in full, except that the terms "Landlord," "Tenant" and "Lease" as used in the Prime Lease, shall instead refer to, respectively, "Tenant," "Subtenant" and "Sublease." The Subtenant herein executes this Sublease with the express acknowledgement that Subtenant has read, reviewed, understands and agrees to comply with all obligations, rights, limitation and responsibilities contained in the Prime Lease.

TENANT

By:   
JASLEEN SINGH (Jul 19, 2024 10:16 PDT)  
Apna Health Services, LLC  
JASLEEN SINGH


Date: Jul 19, 2024

SUBTENANT

By:   
ANGELA BRADY (Aug 1, 2024 08:37 PDT)  
SAN GORGONIO MEMORIAL HEALTH CARE DISTRICT DBA SAN GORGONIO MEMORIAL  
MEDICAL CLINIC  
Angela Brady

Date: Aug 1, 2024

LANDLORD

By:   
JOSE LIMON (Aug 5, 2024 08:37 PDT)  
Dr. Jose Limon

Date: Aug 5, 2024

TAB H

	A	B	C	D	E	F	G
1	<b>SAN GORGONIO MEMORIAL HEALTHCARE DISTRICT</b>						
2	<b>BALANCE SHEET</b>	<b>JUNE 2022</b>	<b>JUNE 2023</b>	<b>MAY 2024</b>	<b>JUNE 2024</b>	<b>VARIANCE MAY TO JUNE</b>	<b>VARIANCE PERCENTAGE</b>
3	<b>TOTAL ASSETS</b>	<b>111,759,372</b>	<b>121,192,918</b>	<b>138,036,975</b>	<b>140,548,114</b>	<b>2,511,139</b>	<b>1.8%</b>
4	<b>CURRENT ASSETS</b>	<b>3,937,601</b>	<b>5,417,860</b>	<b>5,676,781</b>	<b>5,568,183</b>	<b>(108,598)</b>	<b>-2.0%</b>
5	CASH & EQUIVALENTS	1,850,898	2,937,644	3,210,112	2,265,448	(944,664)	-41.7%
6	OPERATING CASH	1,850,898	2,937,644	3,210,112	2,265,448	(944,664)	-41.7%
7	OTHER CURRENT ASSETS	2,086,703	2,480,216	2,466,669	3,302,735	836,066	25.3%
8	TAXES RECEIVABLE	1,300,069	1,724,469	1,680,035	2,516,101	836,066	33.2%
9	MISC RECEIVABLE	660,465	660,465	660,465	660,465	0	0.0%
10	PREPAID EXPENSES	126,169	126,169	126,169	126,169	0	0.0%
11							
12	ASSETS WITH LIMITED USE	12,722,387	9,097,642	14,178,230	13,788,713	(389,517)	-2.8%
13	INTERNALLY DESIGNATED	12,722,387	9,097,642	14,178,230	13,788,713	(389,517)	-2.8%
14	NET PROPERTY, PLANT, AND EQUIPMENT	74,441,952	71,309,907	71,442,461	72,021,385	578,924	0.8%
15	PROPERTY, PLANT, AND EQUIPMENT	162,660,470	164,549,415	170,101,900	171,173,545	1,071,645	0.6%
16	LAND & LAND IMPROVEMENTS	4,828,182	4,828,182	4,828,182	4,828,182	0	0.0%
17	BUILDINGS & BUILDING IMPROVEMENTS	129,281,491	129,281,491	129,281,491	129,281,491	0	0.0%
18	FIXED EQUIPMENT	26,856,789	27,119,507	29,577,061	29,752,235	175,174	0.6%
19	CONSTRUCTION IN PROGRESS	1,694,008	3,320,235	6,415,166	7,311,637	896,471	12.3%
20	LESS: ACCUMULATED DEPRECIATION	(88,218,518)	(93,239,508)	(98,659,439)	(99,152,160)	(492,721)	0.5%
21	OTHER ASSETS	20,657,432	35,367,509	46,739,503	49,169,833	2,430,330	4.9%
22	INVESTMENT IN AFFILIATE	20,052,215	34,802,583	46,203,055	48,635,044	2,431,989	5.0%
23	BONDS	605,217	564,926	536,448	534,789	(1,659)	-0.3%
24							
25	<b>TOTAL LIABILITIES &amp; FUND BALANCE</b>	<b>111,759,380</b>	<b>121,192,918</b>	<b>138,036,970</b>	<b>140,548,109</b>	<b>(2,511,139)</b>	<b>-1.8%</b>
26	<b>TOTAL LIABILITIES</b>	<b>110,915,190</b>	<b>115,631,631</b>	<b>126,937,693</b>	<b>128,405,859</b>	<b>(1,468,166)</b>	<b>-1.1%</b>
27	<b>CURRENT LIABILITIES</b>	<b>3,312,939</b>	<b>1,951,521</b>	<b>6,729,520</b>	<b>8,210,114</b>	<b>(1,480,594)</b>	<b>-18.0%</b>
28	ACCOUNTS PAYABLE	1,387,028	341,741	(431,454)	688,203	(1,119,657)	-162.7%
29	OTHER CURRENT LIABILITIES	1,925,911	1,609,780	7,160,974	7,521,911	(360,937)	-4.8%
30	ACCRUED INTEREST PAYABLE	1,925,911	1,609,780	7,160,974	7,521,911	(360,937)	-4.8%
31							
32	<b>LONG TERM LIABILITIES</b>	<b>107,602,251</b>	<b>113,680,110</b>	<b>120,208,173</b>	<b>120,195,745</b>	<b>12,428</b>	<b>0.0%</b>
33	NOTES PAYABLE	107,602,251	113,680,110	120,208,173	120,195,745	12,428	0.0%
34							
35	<b>NET ASSETS</b>	<b>844,190</b>	<b>5,561,287</b>	<b>11,099,277</b>	<b>12,142,250</b>	<b>(1,042,973)</b>	<b>-8.6%</b>
36	NET ASSETS - UNRESTRICTED	844,190	5,561,287	11,099,277	12,142,250	(1,042,973)	-8.6%
37	NET ASSETS - BEGINNING OF PERIOD	(1,510,393)	844,181	5,592,174	5,592,174	0	0.0%
38	<b>CURRENT YEAR NET GAIN/(LOSS)</b>	<b>2,354,583</b>	<b>4,717,106</b>	<b>5,507,103</b>	<b>6,550,076</b>	<b>(1,042,973)</b>	<b>-15.9%</b>
39							
40	7/31/2024						



**TAB I**



POLICIES AND PROCEDURES FOR BOARD APPROVAL - Hospital Board Meeting August 6, 2024

	<b>Title</b>	<b>Policy Area</b>	<b>Owner</b>	<b>Workflow Approval</b>
1	Administration of Antibiotics	Pharmacy	Lopez, Jose: Director Pharmacy	Ariel Whitley for Hospital Board of Directors
2	Admission of Newborn Delivered Outside of the Women's Center	Obstetrics	Garcia, Antonia: Director of OB Services	Ariel Whitley for Hospital Board of Directors
3	All-Hazards Emergency Operations Plan	Emergency Preparedness	Hunter, Joey: Director Emergency Preparedness, EOC & Security	Ariel Whitley for Hospital Board of Directors
4	Anticoagulation Protocol for Heparin Infusion Therapy	Pharmacy	Lopez, Jose: Director Pharmacy	Ariel Whitley for Hospital Board of Directors
5	Breast Stimulation Stress Test	Obstetrics	Garcia, Antonia: Director of OB Services	Ariel Whitley for Hospital Board of Directors
6	California Safe Surrender Law (section 1255)	Obstetrics	Garcia, Antonia: Director of OB Services	Ariel Whitley for Hospital Board of Directors
7	Care of Patient After Normal Vaginal Delivery	Obstetrics	Garcia, Antonia: Director of OB Services	Ariel Whitley for Hospital Board of Directors
8	Care of Patient During Vaginal Delivery	Obstetrics	Garcia, Antonia: Director of OB Services	Ariel Whitley for Hospital Board of Directors
9	Care of The Newborn	Obstetrics	Garcia, Antonia: Director of OB Services	Ariel Whitley for Hospital Board of Directors
10	Cleaning and Disinfecting Direct Compounding Area	Pharmacy	Lopez, Jose: Director Pharmacy	Ariel Whitley for Hospital Board of Directors
11	Collection and Storage of Breast Milk	Obstetrics	Garcia, Antonia: Director of OB Services	Ariel Whitley for Hospital Board of Directors
12	Communication Of Obstretic Emergencies	Obstetrics	Garcia, Antonia: Director of OB Services	Ariel Whitley for Hospital Board of Directors
13	Compliance with Food Law	Dietary	Hawthorne, Lakeisha: Director Food and Nutrition	Ariel Whitley for Hospital Board of Directors
14	Compressed Gas Cylinders Handling, Storage and Transport Safety	Environment of Care	Sanchez, Salvador: Director of Engineering	Ariel Whitley for Hospital Board of Directors
15	Consultation from an Intensive Care Nursery	Obstetrics	Garcia, Antonia: Director of OB Services	Ariel Whitley for Hospital Board of Directors

POLICIES AND PROCEDURES FOR BOARD APPROVAL - Hospital Board Meeting August 6, 2024

	<b>Title</b>	<b>Policy Area</b>	<b>Owner</b>	<b>Workflow Approval</b>
16	Content and Format of Authorization Form	Medical Records	Cornwall, Connie: HIM Manager	Ariel Whitley for Hospital Board of Directors
17	Corrective Actions for Deficiencies Identified Through Quality Control Measures	Clinical Laboratory	Hazley, Byron: Director Laboratory	Ariel Whitley for Hospital Board of Directors
18	Cost Reporting	Accounting	Kammer, Margaret: Controller	Ariel Whitley for Hospital Board of Directors
19	CT Reportable Event	Radiation Safety Program	Chamberlin, Krystal: Director Diagnostic Imaging	Ariel Whitley for Hospital Board of Directors
20	Deficiency Management Reports	Medical Records	Cornwall, Connie: HIM Manager	Ariel Whitley for Hospital Board of Directors
21	Diagnostic Imaging Radiation Procedures and Rules - Technologist	Radiation Safety Program	Chamberlin, Krystal: Director Diagnostic Imaging	Ariel Whitley for Hospital Board of Directors
22	Diet Orders	Dietary	Hawthorne, Lakeisha: Director Food and Nutrition	Ariel Whitley for Hospital Board of Directors
23	Dietary Associate Meal Service and Theft	Dietary	Hawthorne, Lakeisha: Director Food and Nutrition	Ariel Whitley for Hospital Board of Directors
24	Dietary Cleaning Procedures	Dietary	Hawthorne, Lakeisha: Director Food and Nutrition	Ariel Whitley for Hospital Board of Directors
25	Dietary Department In-service Training	Dietary	Hawthorne, Lakeisha: Director Food and Nutrition	Ariel Whitley for Hospital Board of Directors
26	Dietary Department New Hire Orientation	Dietary	Hawthorne, Lakeisha: Director Food and Nutrition	Ariel Whitley for Hospital Board of Directors
27	Dietary Department Use of Gloves	Dietary	Hawthorne, Lakeisha: Director Food and Nutrition	Ariel Whitley for Hospital Board of Directors
28	Dietary Patient Meal Service Frequency and Accommodations	Dietary	Kielhold, Jean: Dietician	Ariel Whitley for Hospital Board of Directors
29	Dietary- Portions Sizes	Dietary	Hawthorne, Lakeisha: Director Food and Nutrition	Ariel Whitley for Hospital Board of Directors
30	Disaster Tube Feeding Procedure	Dietary	Hawthorne, Lakeisha: Director Food and Nutrition	Ariel Whitley for Hospital Board of Directors

POLICIES AND PROCEDURES FOR BOARD APPROVAL - Hospital Board Meeting August 6, 2024

	<b>Title</b>	<b>Policy Area</b>	<b>Owner</b>	<b>Workflow Approval</b>
31	Drug Recalls	Pharmacy	Lopez, Jose: Director Pharmacy	Ariel Whitley for Hospital Board of Directors
32	Education Plan 2024	Education	Angel, Katy: Clinical Nurse Educator	Ariel Whitley for Hospital Board of Directors
33	Emergency Food Supplies	Dietary	Hawthorne, Lakeisha: Director Food and Nutrition	Ariel Whitley for Hospital Board of Directors
34	Employee Health Communicable Disease Exposure Guidelines	Employee Health	Lagrimas, Nina: Employee Health Coordinator	Ariel Whitley for Hospital Board of Directors
35	Environmental Monitoring of Primary Engineering Control	Pharmacy	Lopez, Jose: Director Pharmacy	Ariel Whitley for Hospital Board of Directors
36	Exceptions and Permanently Filed Incomplete Records	Medical Records	Cornwall, Connie: HIM Manager	Ariel Whitley for Hospital Board of Directors
37	Facilities Systems Risk Assessment	Facilities	Sanchez, Salvador: Director of Engineering	Ariel Whitley for Hospital Board of Directors
38	Fire Prevention in an Oxygen Enriched Environment	Environment of Care	Sanchez, Salvador: Director of Engineering	Ariel Whitley for Hospital Board of Directors
39	Group B Streptococcal Prevention in Newborn	Obstetrics	Garcia, Antonia: Director of OB Services	Ariel Whitley for Hospital Board of Directors
40	Guidelines for Kitchen Sanitation	Dietary	Hawthorne, Lakeisha: Director Food and Nutrition	Ariel Whitley for Hospital Board of Directors
41	Health Information Exchange Program(HIE) for Consolidated Clinical Document Architecture (CCDA)	Medical Records	Cornwall, Connie: HIM Manager	Ariel Whitley for Hospital Board of Directors
42	Human Use of Radiopharmaceutical or External Radiation Sources	Radiation Safety Program	Chamberlin, Krystal: Director Diagnostic Imaging	Ariel Whitley for Hospital Board of Directors
43	In Transit Management of Medications	Pharmacy	Lopez, Jose: Director Pharmacy	Ariel Whitley for Hospital Board of Directors
44	Inpatient Pharmacy Anticoagulation Service – Warfarin Therapy	Pharmacy	Lopez, Jose: Director Pharmacy	Ariel Whitley for Hospital Board of Directors

POLICIES AND PROCEDURES FOR BOARD APPROVAL - Hospital Board Meeting August 6, 2024

	<b>Title</b>	<b>Policy Area</b>	<b>Owner</b>	<b>Workflow Approval</b>
45	Instructions for Environmental Services Associates Cleaning in Nuclear Medicine (NM)	Radiation Safety Program	Chamberlin, Krystal: Director Diagnostic Imaging	Ariel Whitley for Hospital Board of Directors
46	Intravenous Vancomycin Adult Dosing and Monitoring Protocol	Pharmacy	Lopez, Jose: Director Pharmacy	Ariel Whitley for Hospital Board of Directors
47	Legionella / Water-Borne Pathogen Management Program	Facilities	Sanchez, Salvador: Director of Engineering	Ariel Whitley for Hospital Board of Directors
48	Lexiscan Stress Test	EKG Echo	Garewal, Cheri: Echo Technician	Ariel Whitley for Hospital Board of Directors
49	Master Formula for Pharmacy Compounding	Pharmacy	Lopez, Jose: Director Pharmacy	Ariel Whitley for Hospital Board of Directors
50	Maternal Admission/ Transfer From Labor & Delivery (L&D) To Postpartum	Obstetrics	Garcia, Antonia: Director of OB Services	Ariel Whitley for Hospital Board of Directors
51	Maternal Patient Transfer	Obstetrics	Garcia, Antonia: Director of OB Services	Ariel Whitley for Hospital Board of Directors
52	Medication Administration	Pharmacy	Lopez, Jose: Director Pharmacy	Ariel Whitley for Hospital Board of Directors
53	Medication Labeling and Order Requirements	Pharmacy	Lopez, Jose: Director Pharmacy	Ariel Whitley for Hospital Board of Directors
54	Medication Storage	Pharmacy	Lopez, Jose: Director Pharmacy	Ariel Whitley for Hospital Board of Directors
55	Mobile Fluoroscopy Skin Spacer	Radiation Safety Program	Chamberlin, Krystal: Director Diagnostic Imaging	Ariel Whitley for Hospital Board of Directors
56	Newborn Car Seat	Obstetrics	Garcia, Antonia: Director of OB Services	Ariel Whitley for Hospital Board of Directors
57	Newborn Circumcision	Obstetrics	Garcia, Antonia: Director of OB Services	Ariel Whitley for Hospital Board of Directors
58	Newborn Security	Obstetrics	Garcia, Antonia: Director of OB Services	Ariel Whitley for Hospital Board of Directors
59	Newborn Vitamin K Administration	Obstetrics	Garcia, Antonia: Director of OB Services	Ariel Whitley for Hospital Board of Directors

POLICIES AND PROCEDURES FOR BOARD APPROVAL - Hospital Board Meeting August 6, 2024

	<b>Title</b>	<b>Policy Area</b>	<b>Owner</b>	<b>Workflow Approval</b>
60	Non Medicated Intravenous Solutions: Storage and Distribution	Pharmacy	Lopez, Jose: Director Pharmacy	Ariel Whitley for Hospital Board of Directors
61	Notice of Privacy Practices	HIPAA Privacy	Whitley, Ariel: Executive Assistant	Ariel Whitley for Hospital Board of Directors
62	Nuclear Medicine Area Survey Procedures	Radiation Safety Program	Chamberlin, Krystal: Director Diagnostic Imaging	Ariel Whitley for Hospital Board of Directors
63	Nuclear Medicine Policy for Ordering and Receiving Radioactive Materials	Radiation Safety Program	Chamberlin, Krystal: Director Diagnostic Imaging	Ariel Whitley for Hospital Board of Directors
64	Nuclear Medicine Radiopharmacy Dose Quality Assurance	Radiation Safety Program	Chamberlin, Krystal: Director Diagnostic Imaging	Ariel Whitley for Hospital Board of Directors
65	Nuclear Medicine Xenon Master Exhaust Check	Radiation Safety Program	Chamberlin, Krystal: Director Diagnostic Imaging	Ariel Whitley for Hospital Board of Directors
66	Obtaining Authorization For Use or Disclosure of Protected Health Information	HIPAA Privacy	Whitley, Ariel: Executive Assistant	Ariel Whitley for Hospital Board of Directors
67	Patient Grievance & Complaint Policy	Administration	Brady, Angela: Chief Nursing Executive	Ariel Whitley for Hospital Board of Directors
68	Patient Self-Administration of Own Medication and Medication Delivery Devices	Pharmacy	Lopez, Jose: Director Pharmacy	Ariel Whitley for Hospital Board of Directors
69	Payroll Deductions	Payroll	Kammer, Margaret: Controller	Ariel Whitley for Hospital Board of Directors
70	Pharmacy Department Statement of Objective and Philosophy	Pharmacy	Lopez, Jose: Director Pharmacy	Ariel Whitley for Hospital Board of Directors
71	Pharmacy Medication Refrigerator & Freezer Temperature Recording	Pharmacy	Lopez, Jose: Director Pharmacy	Ariel Whitley for Hospital Board of Directors
72	Pharmacy Renal Dose Adjustment Protocol	Pharmacy	Lopez, Jose: Director Pharmacy	Ariel Whitley for Hospital Board of Directors
73	Pharmacy Sterile Compounding Garbing	Pharmacy	Lopez, Jose: Director Pharmacy	Ariel Whitley for Hospital Board of Directors

POLICIES AND PROCEDURES FOR BOARD APPROVAL - Hospital Board Meeting August 6, 2024

	<b>Title</b>	<b>Policy Area</b>	<b>Owner</b>	<b>Workflow Approval</b>
74	Photography and Video Recording in the Women's Center	Obstetrics	Garcia, Antonia: Director of OB Services	Ariel Whitley for Hospital Board of Directors
75	Phototherapy for Hyperbilirubinemia	Obstetrics	Garcia, Antonia: Director of OB Services	Ariel Whitley for Hospital Board of Directors
76	Piperacillin-Tazobactam (Zosyn®) Extended Infusion	Pharmacy	Lopez, Jose: Director Pharmacy	Ariel Whitley for Hospital Board of Directors
77	POLST (Physician Order for Life Sustaining Treatment)	Nursing	Freude, Gayle: Director Med/Surg/CM and SW and P&P Chairperson	Ariel Whitley for Hospital Board of Directors
78	Preparation of the Patient for Cesarean Section	Obstetrics	Garcia, Antonia: Director of OB Services	Ariel Whitley for Hospital Board of Directors
79	Provider Orders: Transcribing, Acknowledging and Processing	Nursing	Freude, Gayle: Director Med/Surg/CM and SW and P&P Chairperson	Ariel Whitley for Hospital Board of Directors
80	Purpose of the Radiation Safety Program Manual	Radiation Safety Program	Chamberlin, Krystal: Director Diagnostic Imaging	Ariel Whitley for Hospital Board of Directors
81	Radiation Safety - Personnel Dosimeters and Dosimetry Records	Radiation Safety Program	Chamberlin, Krystal: Director Diagnostic Imaging	Ariel Whitley for Hospital Board of Directors
82	Radiation Safety Committee	Radiation Safety Program	Chamberlin, Krystal: Director Diagnostic Imaging	Ariel Whitley for Hospital Board of Directors
83	Radiation Safety Program - Delegation of Authority	Radiation Safety Program	Chamberlin, Krystal: Director Diagnostic Imaging	Ariel Whitley for Hospital Board of Directors
84	Radiation Safety Program - Management Commitment	Radiation Safety Program	Chamberlin, Krystal: Director Diagnostic Imaging	Ariel Whitley for Hospital Board of Directors
85	Radiation Safety Program Emergency Procedures	Radiation Safety Program	Chamberlin, Krystal: Director Diagnostic Imaging	Ariel Whitley for Hospital Board of Directors
86	Radiation Safety Program Enforcement	Radiation Safety Program	Chamberlin, Krystal: Director Diagnostic Imaging	Ariel Whitley for Hospital Board of Directors
87	Radiation Safety Program Radionuclide Data Sheets	Radiation Safety Program	Chamberlin, Krystal: Director Diagnostic Imaging	Ariel Whitley for Hospital Board of Directors

POLICIES AND PROCEDURES FOR BOARD APPROVAL - Hospital Board Meeting August 6, 2024

	<b>Title</b>	<b>Policy Area</b>	<b>Owner</b>	<b>Workflow Approval</b>
88	Radioactive Waste Disposal	Radiation Safety Program	Chamberlin, Krystal: Director Diagnostic Imaging	Ariel Whitley for Hospital Board of Directors
89	Rapid Fetal Fibronectin (fFN)Test	Obstetrics	Garcia, Antonia: Director of OB Services	Ariel Whitley for Hospital Board of Directors
90	Receiving Supplies in Dietary Department	Dietary	Hawthorne, Lakeisha: Director Food and Nutrition	Ariel Whitley for Hospital Board of Directors
91	Required Testing Every 6 Months in Addition to Daily Quality Control	Clinical Laboratory	Hazley, Byron: Director Laboratory	Ariel Whitley for Hospital Board of Directors
92	Security of Pharmacy Department	Pharmacy	Lopez, Jose: Director Pharmacy	Ariel Whitley for Hospital Board of Directors
93	SGMH Workplace Violence Prevention Program	Security	Hunter, Joey: Director Emergency Preparedness, EOC & Security	Ariel Whitley for Hospital Board of Directors
94	Spontaneous Abortion	Obstetrics	Garcia, Antonia: Director of OB Services	Ariel Whitley for Hospital Board of Directors
95	Sterile Compounding Personnel Training and Evaluation	Pharmacy	Lopez, Jose: Director Pharmacy	Ariel Whitley for Hospital Board of Directors
96	Sterile Processing - Care and Maintenance of Sterilizers	Surgical Services	Castillo, Yubitza: Interim Director of Surgical Services	Ariel Whitley for Hospital Board of Directors
97	Sterile Processing - Chemical Indicators For Sterrad Sterilization	Surgical Services	Castillo, Yubitza: Interim Director of Surgical Services	Ariel Whitley for Hospital Board of Directors
98	Sterile Processing - Event Related Sterility/Shelf Life	Surgical Services	Castillo, Yubitza: Interim Director of Surgical Services	Ariel Whitley for Hospital Board of Directors
99	Sterile Processing - Immediate Use Steam Sterilization	Surgical Services	Castillo, Yubitza: Interim Director of Surgical Services	Ariel Whitley for Hospital Board of Directors
100	Sterile Processing - Infection Surveillance	Surgical Services	Castillo, Yubitza: Interim Director of Surgical Services	Ariel Whitley for Hospital Board of Directors
101	Sterile Processing - Minimally Invasive Scopes /Lens/Cameras/Cords	Surgical Services	Castillo, Yubitza: Interim Director of Surgical Services	Ariel Whitley for Hospital Board of Directors
102	Sterile Processing - Monitoring Steam Sterilizer Function	Surgical Services	Castillo, Yubitza: Interim Director of Surgical Services	Ariel Whitley for Hospital Board of Directors

POLICIES AND PROCEDURES FOR BOARD APPROVAL - Hospital Board Meeting August 6, 2024

	<b>Title</b>	<b>Policy Area</b>	<b>Owner</b>	<b>Workflow Approval</b>
103	Sterile Processing - Preparation and Assembly of Surgical Instrumentation	Surgical Services	Castillo, Yubitza: Interim Director of Surgical Services	Ariel Whitley for Hospital Board of Directors
104	Sterile Processing - Single Use Items	Surgical Services	Castillo, Yubitza: Interim Director of Surgical Services	Ariel Whitley for Hospital Board of Directors
105	Sterile Processing - Steam Sterilization of Surgical Instruments and Patient Care Devices	Surgical Services	Castillo, Yubitza: Interim Director of Surgical Services	Ariel Whitley for Hospital Board of Directors
106	Sterile Processing - Steam Sterilization Quality Control and Sterility Assurance	Surgical Services	Castillo, Yubitza: Interim Director of Surgical Services	Ariel Whitley for Hospital Board of Directors
107	Sterile Processing - Sterilizer Control Number	Surgical Services	Castillo, Yubitza: Interim Director of Surgical Services	Ariel Whitley for Hospital Board of Directors
108	Surgical Services - RN First Assistant (RNFA)	Surgical Services	Castillo, Yubitza: Interim Director of Surgical Services	Ariel Whitley for Hospital Board of Directors
109	Surgical Services - Electrosurgery Unit (ESU) Use & Safety Precautions	Surgical Services	Castillo, Yubitza: Interim Director of Surgical Services	Ariel Whitley for Hospital Board of Directors
110	Surgical Services - Labeling Medications and Solutions On and Off the Sterile Field	Surgical Services	Castillo, Yubitza: Interim Director of Surgical Services	Ariel Whitley for Hospital Board of Directors
111	Surgical Services - Procedure/Surgery Scheduling	Surgical Services	Castillo, Yubitza: Interim Director of Surgical Services	Ariel Whitley for Hospital Board of Directors
112	The Women's Center Dress Code	Obstetrics	Garcia, Antonia: Director of OB Services	Ariel Whitley for Hospital Board of Directors
113	The Women's Center Patient Identification	Obstetrics	Garcia, Antonia: Director of OB Services	Ariel Whitley for Hospital Board of Directors
114	Use of Investigational Medications	Pharmacy	Lopez, Jose: Director Pharmacy	Ariel Whitley for Hospital Board of Directors
115	Use of Patient's Home Medications	Pharmacy	Lopez, Jose: Director Pharmacy	Ariel Whitley for Hospital Board of Directors
116	Women's Center Out-Patients	Obstetrics	Garcia, Antonia: Director of OB Services	Ariel Whitley for Hospital Board of Directors
117	Women's Center Provider Coverage and Visits	Obstetrics	Garcia, Antonia: Director of OB Services	Ariel Whitley for Hospital Board of Directors