



Finance Committee Meeting 2018

April 26, 2018

Finance Committee Meeting

Thursday, April 26, 2018

3:30 PM

Steinbeck Room, Building 300

1441 Constitution Blvd.

AGENDA

1. Call to Order

Mike Payne, Chair

2. Public Comments (Limited 3 minutes per speaker)

This portion of the meeting is reserved for persons to address the Board on any matter not on this agenda but under the jurisdiction of the Board of Trustees. Board members may respond briefly to statements made or questions posed. They may ask a question for clarification; make a referral to staff for factual information, or request staff to report back to the Board at a future meeting.

3. Agenda Additions/Corrections

Noemi Ferguson

4. Approval of Minutes

- Approve the Minutes of April 2, 2018. *Pages 6-11*

5. Old Business

- None

6. New Business

- Consent Items – Attachment A. *Pages 12-33*
Review and approve for consideration by the NMC Board of Trustees

Scheduled Items/Discussion Items

7. Review and approve for consideration by the NMC Board of Trustees the following request which is in the final stages of negotiation:

- Authorize the Deputy Purchasing Agent for Natividad Medical Center (NMC) or his designee to execute amendment No. 1 to the agreement (A-13155) with Central Coast Health Connect, LLC. for health information exchange services, extending the agreement an additional two (2) year period (July 1, 2018 to June 30, 2020) for a revised full agreement term of July 1, 2016 through June 30, 2020, and adding \$541,074 for a revised total agreement amount not to exceed \$1,086,694.
- Authorize the Deputy Purchasing Agent for NMC or his designee to execute up to three (3) future amendments to the agreement which do not significantly alter the scope of work and do not cause an increase of more than ten percent (10%) (\$54,562) of the original cost of the agreement per each amendment. *Pages 34-35*

8. Review and approve for consideration by the NMC Board of Trustees the following request which is in the final stages of negotiation:

- Authorize the Deputy Purchasing Agent for Natividad Medical Center (NMC) or his designee to execute an agreement with Kronos Inc. including three (3) future Order Forms, to the Kronos Agreement, for software support and professional services at NMC for an amount not to exceed \$1,439,000 with an agreement term July 1, 2018 through June 30, 2023

- b. Authorize the Deputy Purchasing Agent for NMC or his designee to execute up to three (3) future amendments to the agreement which do not significantly alter the scope of work and do not cause an increase of more than ten percent (10%) (143,900) of the original cost of the agreement per each amendment. *Pages 36-37*

9. Review and Approve Financial Statements

Daniel Leon, CFO

- Receive and Approve March 2018 YTD Financial Report. *Pages 38-50*

10. Esperanza Care Program Extension and Renewal for Pacific Health Alliance Pilot Program Amendment No. 1 *Pages 51-52*

11. Calendar for Next Finance Committee Meeting

- Thursday, May 24, 2018 at 3:30 PM.

12. Adjournment

NOTE: Any individual may request a copy of the agenda, or a copy of all the documents constituting the agenda packet of any meeting of the Natividad Medical Center Board of Trustees as required by the Ralph M. Brown Act, Section 54954.1. Upon receipt of a written request, The clerk to the Natividad Medical Center Board of Trustees shall cause the requested materials to be mailed at the time the agenda is posted pursuant to Section 54954.2 and 54956. Any request for mailed copies of agendas or agenda packets shall be valid for the calendar year in which it is filed, and must be renewed following January 1 of each year. If requested, the agenda shall be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the American with Disabilities Act of 1990 (42 USC Sec. 12132), and the federal rules and regulations adopted in implementation thereof. Individuals requesting a disability-related modification or accommodation, including auxiliary aids or services, may contact Natividad Medical Center Hospital Administration at 831.755-4185. These requests may be made by a person with disability who requires a modification or accommodation in order to participate in the public meeting

Finance Committee Meeting

Thursday, April 26, 2018

Consent Items

Attachment A

| | |
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| 1. <i>Pages 12-13</i> | <ul style="list-style-type: none"> a. Authorize the Chief Executive Officer (“CEO”) of Natividad Medical Center (“NMC”) to sign the patient transfer agreement with the County of Santa Clara on behalf of Santa Clara Valley Medical Center (“SCVMC”) which defines the terms of transferring a patient between NMC and SCVMC for the term of July 1, 2018 through June 30, 2023; and b. Approve recommendation of the CEO of NMC to accept non-standard indemnification (Monterey County indemnifies Santa Clara County) and insurance (professional liability insurance only; standard limits); and c. Authorize execution of additional amendments to the agreement where the amendments do not extend the term and do not significantly alter the risk associated with the parties’ duties under the Agreement, subject to review and approval of County Counsel and County Auditor-Controller. |
| 2. <i>Pages 14-15</i> | <ul style="list-style-type: none"> a. Authorize the Deputy Purchasing Agent for Natividad Medical Center (NMC) or his designee to execute an agreement with National Decision Support Company, LLC. for CareSelect Imaging subscription services at NMC for an amount not to exceed \$114,500 with an agreement term of May 1, 2018 through April 30, 2023; and b. Authorize the Deputy Purchasing Agent for NMC or his designee to execute up to three (3) future amendments to the agreement which do not significantly alter the scope of work and do not cause an increase of more than ten percent (10%) (\$11,450) of the original cost of the agreement per each amendment. |
| 3. <i>Pages 16-17</i> | <ul style="list-style-type: none"> a. Authorize the Deputy Purchasing Agent for Natividad Medical Center (“NMC”) to execute a lease agreement renewal with Thrust IV Property Management for the Creekbridge Apartment located at 1757 Independence Boulevard, Unit 204 in Salinas, California, for an eighteen (18) month term of August 1, 2018 through October 31, 2019, for housing of medical students and residents performing visiting rotations at NMC. b. Authorize the Auditor-Controller to make lease payments of \$1,935 per month in accordance with the terms of the Lease Agreement. c. Authorize the Deputy Purchasing Agent for NMC to execute three future renewals to the lease agreement for three (3) additional eighteen (18) month terms under the same general terms and conditions provided there is not a significant increase to the amount of the monthly lease payments, and to make minor revisions to the lease agreements if deemed by the Deputy Purchasing Agent for NMC to be in the best interest of the County to do so, subject to review and approval of County Counsel and County-Auditor-Controller. |
| 4. <i>Pages 18-19</i> | <ul style="list-style-type: none"> a. Authorize the Deputy Purchasing Agent for Natividad Medical Center (NMC) or his designee to execute the First Amendment to the Professional Services Agreement (A-13218) with CEP America-California, a California General Partnership, d.b.a. Vituity to provide emergency medicine services at NMC, extending the term by twenty-four months (July 1, 2018 to June 30, 2020) for a revised full agreement term of July 2016 to June 30, 2020 and adding \$3,563,621, for a revised amount not to exceed \$6,576,277 in the aggregate; and b. Authorize the Deputy Purchasing Agent for NMC or his designee to sign up to three (3) amendments to this Agreement where the total amendments do not exceed 10% (\$301,266) of the original contract amount and do not significantly change the scope of work. |
| 5. <i>Pages 20-21</i> | <ul style="list-style-type: none"> a. Authorize the Deputy Purchasing Agent for Natividad Medical Center (NMC) or his designee |

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| | <p>to execute the Fifth Amendment to the Professional and Call Coverage Services Agreement (A-12095) with Monterey Bay GI Consultants Medical Group, Inc. to provide gastroenterology services at NMC, extending the term by twenty-four months (July 1, 2018 to June 30, 2020) for a revised full agreement term of September 1, 2011 to June 30, 2020, and adding \$400,000, for a revised not to exceed amount of \$1,270,000 in the aggregate; and</p> <p>b. Authorize the Deputy Purchasing Agent for NMC or his designee to sign up to three (3) amendments to this Agreement where the total amendments do not exceed 10% (\$25,000) of the original contract amount and do not significantly change the scope of work.</p> |
| <p>6. <i>Pages 22-23</i></p> | <p>a. Authorize the Deputy Purchasing Agent for Natividad Medical Center (NMC) or his designee to execute the First Amendment to the Professional and Call Coverage Services Agreement (A-13157) with Juan Calzetta M.D. to provide vascular surgery services at NMC, extending the term by twenty-four months (July 1, 2018 to June 30, 2020) for a revised full agreement term of July 1, 2016 to June 30, 2020 and adding \$700,000 for a revised amount not to exceed of \$1,400,000 in the aggregate; and</p> <p>b. Authorize the Deputy Purchasing Agent for NMC or his designee to sign up to three (3) amendments to this Agreement where the total amendments do not exceed 10% (\$70,000) of the original contract amount and do not significantly change the scope of work.</p> |
| <p>7. <i>Pages 24-25</i></p> | <p>a. Authorize the Deputy Purchasing Agent for Natividad Medical Center (NMC) or his designee to execute the Second Amendment to the Professional and Call Coverage Services Agreement (A-12844) with Yu-Chuan Liu M.D. to provide cardiology services at NMC extending the term by twenty-four months (July 1, 2018 to June 30, 2020) for a revised full agreement term of July 1, 2016 to June 30, 2020 and adding \$800,000, for a revised amount not to exceed of \$2,200,000 in the aggregate; and</p> <p>b. Authorize the Deputy Purchasing Agent for NMC or his designee to sign up to three (3) amendments to this Agreement where the total amendments do not exceed 10% (\$60,000) of the original contract amount and do not significantly change the scope of work.</p> |
| <p>8. <i>Pages 26-27</i></p> | <p>a. Authorize the Deputy Purchasing Agent for Natividad Medical Center (NMC) or his designee to execute the First Amendment to the Professional and Call Coverage Services Agreement (13164) with Central Coast Head & Neck Surgeons to provide otolaryngology and audiology services at NMC, extending the term by twenty-four months (July 1, 2018 to June 30, 2020) for a full revised term of July 1, 2016 to June 30, 2020, and adding \$1,500,000 for a revised amount not to exceed \$3,000,000 in the aggregate; and</p> <p>b. Authorize the Deputy Purchasing Agent for NMC or his designee to sign up to three (3) amendments to this Agreement where the total amendments do not exceed 10% (\$150,000) of the original contract amount and do not significantly change the scope of work.</p> |
| <p>9. <i>Pages 28-29</i></p> | <p>a. Authorize the Deputy Purchasing Agent for Natividad Medical Center (NMC) or his designee to execute agreements with Kleinfelder Inc., Moore Twining Associates Inc., and RMA Group pursuant to the Request for Qualifications (RFQ) #9600-76 for construction materials testing and inspection services at NMC, with an agreement term beginning on July 1, 2018 through June 30, 2023, and an aggregate total amount not to exceed \$300,000 across all agreements.</p> <p>b. Authorize the Deputy Purchasing Agent for Natividad Medical Center (NMC) or his designee to execute up to three (3) no-extension amendments, in which the aggregate does not exceed 10% (\$30,000) of the original contract amount.</p> |
| <p>10. <i>Pages 30-31</i></p> | <p>a. Authorize the Deputy Purchasing Agent for Natividad Medical Center (NMC) or his designee to execute an agreement with Spin Recruitment Inc. pursuant to the Request for Proposal (RFP) #9600-78 for advertising recruitment services at NMC, with an agreement term beginning on July 1, 2018 through June 30, 2020, with the option to extend the agreement for three (3) additional one year periods; and for an original contract amount not to exceed \$400,000.</p> <p>b. Authorize the Deputy Purchasing Agent for NMC or his designee to execute up to three (3) no-extension amendments, in which the aggregate does not exceed 10% (\$40,000) of the original contract amount.</p> <p>c. Authorize the Deputy Purchasing Agent for NMC or his designee to execute up to three (3) future amendments, each of would exercise a one year option to extend and add \$200,000 to the agreement, provided that the total cost for the agreement over a five year period does not exceed \$1,040,000 and so long as an appropriation for the costs of the amendments is included in the County Adopted Budget.</p> |

11.*Pages 32-33*

- a. Authorize the Deputy Purchasing Agent for Natividad Medical Center (NMC) or his designee to execute an agreement with Schipper Design and AMF Media Group pursuant to the Request for Proposal (RFP) #9600-79 for marketing and graphic design services at NMC, with an agreement term beginning on July 1, 2018 through June 30, 2021, with the option to extend the agreement for two (2) additional one year periods; and for an original contract amount not to exceed \$510,000.
- b. Authorize the Deputy Purchasing Agent for NMC or his designee to execute up to two (2) no-extension amendments, in which the aggregate does not exceed 10% (\$51,000) of the original contract amount.
- c. Authorize the Deputy Purchasing Agent for NMC or his designee to execute up to two (2) future amendments, each of would exercise a one year option to extend and add \$170,000 to the agreement, provided that the total cost for the agreement over a five year period does not exceed \$901,000 and so long as an appropriation for the costs of the amendments is included in the County Adopted Budget.

Finance Committee Special Meeting

Monday, April 2, 2018

3:00 PM

Steinbeck Room, Building 300

1441 Constitution Blvd.

MINUTES

Board Members: Dr. Gary Gray, Mike Payne, Dr. Walt Mills

Absent: Marcia Atkinson

NMC Staff/County: Daniel Leon, Dr. Craig Walls, Carol Adams, Ari Entin, Dr. Charles Harris

1. Call to Order

Mike Payne, Chair

2. Public Comments (Limited 3 minutes per speaker)

- There were none.

3. Agenda Additions/Corrections

Noemi Ferguson

- There were none.

4. Approval of Minutes

- Approve the Minutes of February 2, 2018.

MOTION: *Motion to approve the minutes of February 2, 2018 moved by Dr. Gary Gray, seconded by Dr. Walt Mills, and approved unanimously.*

5. Old Business

- None

6. New Business

- Consent Items – Attachment A.

Review and approve for consideration by the NMC Board of Trustees

MOTION: *Motion to approve Consent Items for consideration by the NMC Board of Trustees, Attachment A, item 1 through item 8 moved by Dr. Gary Gray seconded by Dr. Walt Mills, and approved unanimously.*

Scheduled Items/Discussion Items

7. Review and approve for consideration by the NMC Board of Trustees the following request which is in the final stages of negotiation:
- a. Authorize the Deputy Purchasing Agent for Natividad Medical Center (NMC) or his designee to execute amendment No. 2 to the agreement (A-13580) with Peter A Ripper & Associates, Inc. dba PARA for revenue integrity program services, extending the agreement an additional three (3) year period (July 1, 2018 through June 30, 2021) for a revised full agreement term of July 1, 2016 through June 30, 2021, and adding \$210,000 for a revised total agreement amount not to exceed \$370,000.
 - b. Authorize the Deputy Purchasing Agent for NMC or his designee to execute up to three (3) future amendments to the agreement which do not significantly alter the scope of work and do not cause an

increase of more than ten percent (10%, \$9,500.) of the original cost of the agreement per each amendment.

MOTION: *Motion to approve Scheduled, item number 7, for consideration by the NMC Board of Trustees, moved by Dr. Gary Gray seconded by Dr. Walt Mills, and approved unanimously.*

8. Review and approve for consideration by the NMC Board of Trustees the following request which is in the final stages of negotiation:

Authorize the Deputy Purchasing Agent for Natividad Medical Center (NMC) or his designee to execute an agreement with TCAR Programs for Trauma Care After Resuscitation (TCAR) education services at NMC for an amount not to exceed \$51,000 with an agreement term after signing by Natividad Medical Center CEO through December 31, 2018.

MOTION: *Motion to approve Scheduled, item number 8, for consideration by the NMC Board of Trustees, moved by Dr. Gary Gray seconded by Dr. Walt Mills, and approved unanimously.*

9. Review and approve for consideration by the NMC Board of Trustees the following request which is in the final stages of negotiation:

- a. Authorize the Deputy Purchasing Agent for Natividad Medical Center (NMC) or his designee to execute agreements with JKL Construction Services, Inc., SHP Project Development, Inc., and Bogard Construction, Inc. for construction management services at NMC pursuant to the Request for Qualifications (RFQ) # 9600-77, with an agreement term of May 1, 2018 through April 30, 2023 and a total aggregate amount for all agreements not to exceed \$2,000,000 (\$400,000 per fiscal year).
- b. Authorize the Deputy Purchasing Agent for NMC or his designee to execute up to three (3) no-extension amendments for all agreements awarded for construction management services per RFQ# 9600-77 which do not significantly alter the scope of work and do not increase the cumulative "not to exceed" amount by up to 10% (\$200,000) of the original total aggregate amount for all agreements (\$2,000,000).

MOTION: *Motion to approve Scheduled, item number 9, for consideration by the NMC Board of Trustees, moved by Dr. Gary Gray seconded by Dr. Walt Mills, and approved unanimously.*

10. Review and approve for consideration by the NMC Board of Trustees the following request which is in the final stages of negotiation:

- a. Authorize the Deputy Purchasing Agent for Natividad Medical Center (NMC) to execute the Carefusion Customer Order No.1000121534 for the rental of pharmaceutical automated inventory management dispensing (Pyxis) machines in the new cardiology clinic and in the women's diagnostic imaging clinic, for a sixty (60) month period (estimated implementation date May 1, 2018 through April 30, 2022), at a monthly rental cost of \$983 for a total of \$58,980, under the approved Master Lease Agreement with Carefusion Solutions, LLC (A-12934).
- b. Authorize the Deputy Purchasing Agent for Natividad Medical Center (NMC) to execute Carefusion Customer Order No. 1000123423 for the rental of general medical supply automated inventory management dispensing (Pyxis) machines in the new cardiology clinic and in the women's diagnostic imaging clinic, for a sixty (60) month period (estimated implementation date June 1, 2018 through May 30, 2022), at a monthly rental cost of \$757 for a total of \$45,420; and under the approved Master Agreement (A-12934) with Carefusion Solutions, LLC.
- c. Authorize the Deputy Purchasing Agent for Natividad Medical Center (NMC) to execute Carefusion Customer Order No. 1000089002 for a master interface software module of the supply automation inventory management dispensing (Pyxis) machines at NMC, with an initial purchase fee of \$15,000 plus an ongoing monthly support fee of \$155 for a sixty month period (estimated implementation date June 1, 2018 through May 30, 2022) for a total cost of \$24,300, under the approved Master Agreement (A-12934) with Carefusion Solutions, LLC.
- d. Authorize the Deputy Purchasing Agent at NMC to execute the Implementation Timelines for the Pyxis Customer Orders No. 10000121534 and 1000123423.
- e. Authorize the Deputy Purchasing Agent at NMC to execute any future modified Implementation Timelines to the Pyxis Customer Orders No. 1000121534 and 1000123423 which may arise due to unforeseen

scheduling changes and which do not cause an increase to the total cost.

MOTION: *Motion to approve Scheduled, item number 10, for consideration by the NMC Board of Trustees, moved by Dr. Gary Gray seconded by Dr. Walt Mills, and approved unanimously.*

11. Review and approve for consideration by the NMC Board of Trustees the following request which is in the final stages of negotiation:

Authorize the Deputy Purchasing Agent for Natividad Medical Center (NMC) to execute Amendment No. 5 to the Agreement No. (A-12242/MYA503) with Nixon Peabody LLP for Legal Services at NMC, extending the Agreement an additional three (3) year period (July 1, 2018 through June 30, 2021) for a revised term of October 10, 2011 to June 30, 2021 and at no additional cost, for a revised total Agreement amount not to exceed \$300,000.

MOTION: *Motion to approve Scheduled, item number 11, for consideration by the NMC Board of Trustees, moved by Dr. Gary Gray seconded by Dr. Walt Mills, and approved unanimously.*

12. Review and approve for consideration by the NMC Board of Trustees the following request which is in the final stages of negotiation:

- a. Authorize the Deputy Purchasing Agent for Natividad Medical Center (NMC) or his designee to execute amendment no. 2 to the agreement with CardioNet, LLC a subsidiary of the parent company, Biotelemetry, Inc. for cardiac monitoring services at NMC, extending the agreement an additional three (3) year period (July 1, 2018 through June 30, 2021) for a revised full agreement term of July 1, 2014 through June 30, 2021, and adding \$110,000 for a revised total agreement amount not to exceed \$210,000.
- b. Authorize the Deputy Purchasing Agent for NMC or his designee to execute up to three (3) future amendments to the agreement which do not significantly alter the scope of work and do not cause an increase of more than ten percent (10%) (\$10,000) of the original cost of the agreement per each amendment.

MOTION: *Motion to approve Scheduled, item number 12, for consideration by the NMC Board of Trustees, moved by Dr. Gary Gray seconded by Dr. Walt Mills, and approved unanimously.*

13. Review and approve for consideration by the NMC Board of Trustees the following request which is in the final stages of negotiation:

- a. Authorize the Deputy Authorize the Deputy Purchasing Agent for Natividad Medical Center (NMC) or his designee to execute amendment No. 2 to the agreement (A-12838) with Integrated Archive Systems Inc. for Support Renewal of Data Backup and Storage Hardware, Software, Licensing Maintenance services, extending the agreement an additional three (3) year period (May 1, 2018 through April 30, 2021) for a revised full agreement term of February 1, 2015 through April 30, 2021, and adding \$255,507 for a revised total agreement amount not to exceed \$1,847,271.
- b. Authorize the Deputy Purchasing Agent for NMC or his designee to execute up to three (3) future amendments to the agreement which do not significantly alter the scope of work and do not cause an increase of more than ten percent (10%) (\$184,727) of the original cost of the agreement per each amendment.

MOTION: *Motion to approve Scheduled, item number 13, for consideration by the NMC Board of Trustees, moved by Dr. Gary Gray seconded by Dr. Walt Mills, and approved unanimously.*

14. Review and approve for consideration by the NMC Board of Trustees the following request which is in the final stages of negotiation:

- a. Authorize the Deputy Purchasing Agent for Natividad Medical Center (NMC) or his designee to execute amendment no. 3 to the agreement (A-11673) with Total Renal Care, Inc. for acute dialysis services at NMC, adding \$680,000 for a revised total agreement amount not to exceed \$3,832,000 and with no change to the agreement term of March 1, 2010 through June 30, 2019.

- b. Authorize the Deputy Purchasing Agent for NMC or his designee to execute up to three (3) future amendments to the agreement which do not significantly alter the scope of work and do not cause an increase of more than ten percent (10%) (\$150,000) of the original cost of the agreement per each amendment.

MOTION: *Motion to approve Scheduled, item number 14, for consideration by the NMC Board of Trustees, moved by Dr. Gary Gray seconded by Dr. Walt Mills, and approved unanimously.*

15. Review and approve for consideration by the NMC Board of Trustees the following request which is in the final stages of negotiation:

Authorize the Deputy Purchasing Agent for Natividad Medical Center (NMC) or his designee to execute amendment no. 2 to the agreement (A-13241) with Mission Linen Supply for linen processing services and scrub rental services per Request for Proposals (RFP) #9600-65 at NMC, extending the agreement an additional one (1) year period (July 1, 2018 through June 30, 2019) for a revised full agreement term of July 1, 2016 through June 30, 2019, and adding \$410,000 for a revised total agreement amount not to exceed \$1,490,000.

MOTION: *Motion to approve Scheduled, item number 15, for consideration by the NMC Board of Trustees, moved by Dr. Gary Gray seconded by Dr. Walt Mills, and approved unanimously.*

16. Review and approve for consideration by the NMC Board of Trustees the following request which is in the final stages of negotiation:

- a. Authorize the Deputy Purchasing Agent for Natividad Medical Center (NMC) or his designee to execute an agreement with Blue Elm Company LLC. for Master Software License & Maintenance services at NMC for an amount not to exceed \$19,200 with an agreement term May 1, 2018 through April 30, 2019
- b. Authorize the Deputy Purchasing Agent for NMC or his delegate to execute up to three (3) future amendments for extended software maintenance in future years, provided that the annual cost of the extended maintenance does not exceed 3,600 per year.
- c. Authorize the Deputy Purchasing Agent for NMC or his designee to execute up to three (3) future amendments which are not related to extended annual maintenance provided that the cost does not exceed ten percent (10%) (\$1,920) of the original cost of the agreement per each amendment.
- d. Approve the NMC Chief Executive Officer's recommendation to accept non-standard indemnification, insurance, limitations on liability, additional insured or blank endorsement and limitations on warranty and indemnity provisions within the agreement.

MOTION: *Motion to approve Scheduled, item number 16, for consideration by the NMC Board of Trustees, moved by Dr. Gary Gray seconded by Dr. Walt Mills, and approved unanimously.*

17. Review and Approve Financial Statements

Daniel Leon, CFO

- Receive and Approve January 2018 & February 2018 YTD Financial Report.

MOTION: *Motion to accept the January 2018 and February 2018 Financial Reports moved by Dr. Gary Gray, seconded by Dr. Walt Mills, and approved unanimously.*

18. Adjournment at 4:02pm

Mike Payne, Chair

Recorded by Noemi Ferguson

Finance Committee Special Meeting
Monday, April 2, 2018
Consent Items - MINUTES

Attachment A

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| 1. | <p>Authorize the Deputy Purchasing Agent for Natividad Medical Center (NMC) or his designee to execute amendment no. 3 to the agreement with CortiCare, Inc. to provide remote EEG (electroencephalogram) monitoring and reading services of NMC patients as requested by NMC, adding \$264,000 for a revised total agreement amount not to exceed \$464,000, and extending the agreement an additional three (3) year period (April 20, 2018 through April 19, 2021) for a revised full agreement term of April 20, 2015 through April 19, 2021.</p> |
| 2. | <p>a. Authorize the Deputy Purchasing Agent for Natividad Medical Center (NMC) or his designee to execute amendment no. 1 to the agreement with Best Best & Krieger, LLP for specialized attorney services at NMC, adding \$118,000 for a revised total agreement amount not to exceed \$198,000 and with no change to the agreement term of May 1, 2017 through April 30, 2019.</p> <p>b. Authorize the Deputy Purchasing Agent for NMC or his designee to execute up to three (3) future amendments to the agreement which do not significantly alter the scope of work and do not cause an increase of more than ten percent (10%) (\$8,000) of the original cost of the agreement per each amendment.</p> |
| 3. | <p>Authorize the Deputy Purchasing Agent for Natividad Medical Center (NMC) or his designee to execute amendment No. 1 to the agreement (A-13118) with Monterey Language Services for translation, interpretation and other language services, adding \$250,000 for a revised total agreement amount not to exceed \$475,000.</p> |
| 4. | <p>Authorize the Deputy Purchasing Agent for Natividad Medical Center (NMC) or his designee to execute amendment No. 2 to the agreement (A-13105) with AMF Media Group for public relations services, extending the agreement an additional one (1) year period (May 1, 2018 through April 30, 2019) for a revised full agreement term of May 1, 2016 through April 30, 2019, and adding \$415,500 for a revised total agreement amount not to exceed \$995,400.</p> |
| 5. | <p>Authorize the Deputy Purchasing Agent for Natividad Medical Center (NMC) or his designee to execute amendment No. 3 to the agreement with Himage Solutions, Inc. for remote data abstraction data collection, and entry of trauma patients into NMC's Trauma One Database, extending the agreement an additional one (1) year period (July 1, 2018 through June 30, 2019) for a revised full agreement term of July 16, 2016 through June 30, 2019, and adding \$76,693 for a revised total agreement amount not to exceed \$526,692.</p> |
| 6. | <p>a. Authorize the Deputy Purchasing Agent for Natividad Medical Center ("NMC") to execute a lease agreement renewal with Thrust IV Property Management for the Creekbridge Apartment located at 1498 Constitution Blvd, in Salinas, California, for an eighteen (18) month period of May 1, 2018 through October 31, 2019, for housing of trauma physicians.</p> <p>b. Authorize the Auditor-Controller to make lease payments of \$1,655 per month in accordance with the terms of the Lease Agreement.</p> <p>c. Authorize the Deputy Purchasing Agent for NMC to execute three future renewals to the lease agreement for three (3) additional eighteen (18) month terms under the same general terms and conditions provided there is not a significant increase to the amount of the monthly lease payments, and to make minor revisions to the lease agreements if deemed by the Deputy Purchasing Agent for NMC to be in the best interest of the County to do so, subject to review</p> |

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| | and approval of County Counsel and County-Auditor-Controller. |
| 7. | Authorize payment to Medical Information Technology, Inc. (MEDITECH) for routine maintenance services on the various MEDITECH software system modules implemented at Natividad Medical Center in an amount not to exceed \$360,000 for Fiscal Year 2018-19. |
| 8. | Authorize the Deputy Purchasing Agent for Natividad Medical Center (NMC) or his designee to execute amendment No. 2 to the agreement (A-12753) with Health Care Interpreter Network for shared interpreter services, extending the agreement an additional three (3) year period (July 1, 2018 through June 30, 2021) for a revised full agreement term of July 1, 2015 through June 30, 2021, and adding \$195,000 for a revised total agreement amount not to exceed \$390,000. |

MONTEREY COUNTY BOARD OF SUPERVISORS BOARD REPORT

**Santa Clara Valley Medical Center Transfer Agreement, Agreement
Number: _____**

Legistar

..Title

- a. Authorize the Chief Executive Officer ("CEO") of Natividad Medical Center ("NMC") to sign the patient transfer agreement with the County of Santa Clara on behalf of Santa Clara Valley Medical Center ("SCVMC") which defines the terms of transferring a patient between NMC and SCVMC for the term of July 1, 2018 through June 30, 2023; and
- b. Approve recommendation of the CEO of NMC to accept non-standard indemnification (Monterey County indemnifies Santa Clara County) and insurance (professional liability insurance only; standard limits); and
- c. Authorize execution of additional amendments to the agreement where the amendments do not extend the term and do not significantly alter the risk associated with the parties' duties under the Agreement, subject to review and approval of County Counsel and County Auditor-Controller.

..Report

RECOMMENDATION:

It is recommended the Board of Supervisors:

- a. Authorize the Chief Executive Officer ("CEO") of Natividad Medical Center ("NMC") to sign the patient transfer agreement with the County of Santa Clara on behalf of Santa Clara Valley Medical Center ("SCVMC") which defines the terms of transferring a patient between NMC and SCVMC for the term of July 1, 2018 through June 30, 2023; and
- b. Approve recommendation of the CEO of NMC to accept non-standard indemnification (Monterey County indemnifies Santa Clara County) and insurance (professional liability insurance only; standard limits); and
- c. Authorize execution of additional amendments to the agreement where the amendments do not extend the term and do not significantly alter the risk associated with the parties' duties under the Agreement, subject to review and approval of County Counsel and County Auditor-Controller.

SUMMARY/DISCUSSION:

It may be necessary on occasion for Natividad Medical Center to transfer a patient to Santa Clara Valley Medical Center for outpatient or inpatient healthcare services that are not provided or available at NMC.

The parties desire to enter into this Agreement in order to arrange for the orderly, timely and therapeutically beneficial transfer of patients and to establish the conditions under which transfers occur. This agreement is a patient transfer agreement whereby the terms and conditions regarding the transfer are mutually agreed upon in advance of the transfer.

The current five-year transfer agreement expires June 30, 2018. The County of Santa Clara requires a new agreement be executed in lieu of extending the Agreement for an additional term. The indemnification provision in which Monterey County, as the transferring hospital, and insurance provisions in the proposed agreement are identical to the same provisions in the current agreement.

OTHER AGENCY INVOLVEMENT:

County Counsel has reviewed and approved this Agreement as to legal form. The Auditor-Controller has reviewed and approved as to the limited payment provisions. The Agreement has also

been reviewed and approved by NMC's Finance Committee on April 26, 2018 and by its Board of Trustees on May 4, 2018.

FINANCING:

Costs associated with the Agreement are minimal. In some circumstances Medicare/Medi-Cal will require NMC to pay for some services and include them in NMC's facility claim to Medicare/Medi-Cal.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

☐ Economic Development

☐ Administration

☒ Health and Human Services

This agreement provides for the treatment of patients who require a higher level of care.

☐ Infrastructure

☐ Public Safety

Prepared by: Nancy Majewski, Managed Care Operations Manager, 783-2385

Approved by: Gary R. Gray, DO, Chief Executive Officer, 783-2504

Attachments:

Transfer Agreement Between the County of Santa Clara and Natividad Medical Center

Attachments on file with the Clerk of the Board

MONTEREY COUNTY BOARD OF SUPERVISORS BOARD REPORT

National Decision Support Company, LLC. Agreement

Legistar Number:

..Title

- a. Authorize the Deputy Purchasing Agent for Natividad Medical Center (NMC) or his designee to execute an agreement with National Decision Support Company, LLC. for CareSelect Imaging subscription services at NMC for an amount not to exceed \$114,500 with an agreement term of May 1, 2018 through April 30, 2023; and
- b. Authorize the Deputy Purchasing Agent for NMC or his designee to execute up to three (3) future amendments to the agreement which do not significantly alter the scope of work and do not cause an increase of more than ten percent (10%) (\$11,450) of the original cost of the agreement per each amendment.

..Report

RECOMMENDATION:

It is recommended the Board of Supervisors:

- a. Authorize the Deputy Purchasing Agent for Natividad Medical Center (NMC) or his designee to execute an agreement with National Decision Support Company, LLC. for CareSelect Imaging subscription services at NMC for an amount not to exceed \$114,500 with an agreement term of May 1, 2018 through April 30, 2023; and
- b. Authorize the Deputy Purchasing Agent for NMC or his designee to execute up to three (3) future amendments to the agreement which do not significantly alter the scope of work and do not cause an increase of more than ten percent (10%) (\$11,450) of the original cost of the agreement per each amendment.

SUMMARY/DISCUSSION:

In 2014, Centers for Medicare and Medicaid Services (CMS) established a program to promote the use of appropriate use criteria (AUC) for advanced diagnostic imaging services. The AUC are defined as criteria that are evidenced-based and assist professionals who order imaging services to make the most appropriate treatment decisions for a specific clinical condition. CMS has mandated that the AUC be implemented by January 2020 for any facility that will bill Medicare for reimbursement.

The National Decision Support Company will be providing software that connects with NMC electronic medical record and ordering system for the diagnostic imaging department. The software provides the required evidence based criteria defined in the CMS mandate.

The National Decision Support Company is the only vendor able to supply the required AUC for a Meditech based platform.

OTHER AGENCY INVOLVEMENT:

County Counsel has reviewed and approved this agreement as to legal form, and the Auditor-Controller has reviewed and approved as to payment provisions. The agreement has also been reviewed and approved by NMC's Finance Committee on April 26, 2018 and by its Board of Trustees on May 6, 2018.

FINANCING:

The cost for this agreement is \$114,500 of which \$30,900 is included in the Fiscal Year 2017-18 Adopted Budget. Amounts for remaining years of the agreement will be included in those budgets as appropriate. There is no impact to the General Fund.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

The proposed services will benefit the County of Monterey Health and Human Services initiatives by providing Natividad Medical Center with an advanced software system which will improve efficiencies and patient safety.

- ☐ Economic Development
- ☐ Administration
- ☒ Health and Human Services
- ☐ Infrastructure
- ☐ Public Safety

Prepared by: Charles Harris, MD, Medical Staff, 783-2785

Approved by: Gary R. Gray, DO, Chief Executive Officer, 783-2504

Attachments:

National Decision Support Company, LLC. Agreement

Attachments on file with the Clerk of the Board

MONTEREY COUNTY BOARD OF SUPERVISORS BOARD REPORT

Renewed Creekbridge Lease Agreement for Residency

Legistar Number: _____

..Title

- a. Authorize the Deputy Purchasing Agent for Natividad Medical Center ("NMC") to execute a lease agreement renewal with Thrust IV Property Management for the Creekbridge Apartment located at 1757 Independence Boulevard, Unit 204 in Salinas, California, for an eighteen (18) month term of August 1, 2018 through October 31, 2019, for housing of medical students and residents performing visiting rotations at NMC.
- b. Authorize the Auditor-Controller to make lease payments of \$1,935 per month in accordance with the terms of the Lease Agreement.
- c. Authorize the Deputy Purchasing Agent for NMC to execute three future renewals to the lease agreement for three (3) additional eighteen (18) month terms under the same general terms and conditions provided there is not a significant increase to the amount of the monthly lease payments, and to make minor revisions to the lease agreements if deemed by the Deputy Purchasing Agent for NMC to be in the best interest of the County to do so, subject to review and approval of County Counsel and County-Auditor-Controller.

..Report

RECOMMENDATION:

It is recommended the Board of Supervisors:

- a. Authorize the Deputy Purchasing Agent for Natividad Medical Center ("NMC") to execute a lease agreement renewal with Thrust IV Property Management for the Creekbridge Apartment located at 1757 Independence Boulevard, Unit 204 in Salinas, California, for an eighteen (18) month term of August 1, 2018 through October 31, 2019, for housing of medical students and residents performing visiting rotations at NMC.
- b. Authorize the Auditor-Controller to make lease payments of \$1,935 per month in accordance with the terms of the Lease Agreement.
- c. Authorize the Deputy Purchasing Agent for NMC to execute three future renewals to the lease agreement for three (3) additional eighteen (18) month terms under the same general terms and conditions provided there is not a significant increase to the amount of the monthly lease payments, and to make minor revisions to the lease agreements if deemed by the Deputy Purchasing Agent for NMC to be in the best interest of the County to do so, subject to review and approval of County Counsel and County-Auditor-Controller.

SUMMARY/DISCUSSION:

Creekbridge Apartments at 1757 Independence Boulevard, Unit 204:

The visiting student and resident program at NMC has existed for over twenty years. Learning resources and administrative support are offered up to four students or residents for two to six week periods throughout the year. NMC uses the apartment for visiting students from several medical schools and residencies; offering housing is an important incentive for visiting students, who are more likely to apply and match to NMC's Family Medicine Residency after rotating here. Housing must be located within a reasonable distance from the hospital. Since August, 2005, Creekbridge Apartments has provided access, proximity, and cost effectiveness.

UCSF currently reimburses NMC \$30,000 a year for support of medical student training that is used for leasing a medical student apartment at Creekbridge Apartments. This allows medical students to use NMC for clinical rotations, and allows NMC to continue this important relationship. It is important because of the UCSF name, because of the chance to recruit the students into the residency program, and because of the relationship and experience the students share about NMC with their peers, thus giving NMC a broader audience for recruitment.

The term of this lease agreement is August 1, 2018, through and including January 31, 2020 for a total lease term of eighteen (18) months. Lease payments will be \$1,935 per month. This monthly amount is a discounted rate off the market rate of \$2,150 per month for this unit (\$215 savings per month). NMC is receiving a discounted rate by executing an eighteen month lease term as opposed to a 12 month lease term. The refundable security deposit of \$600 collected from the original lease will be transferred and applied as the security deposit to the new lease. The lease agreement also includes provisions for late payment, return check, after hour key charges and the collection of a refundable security deposit. These charges and conditions are viewed as industry standard for apartment complexes with similar amenities. The County may terminate the new lease upon sixty day written notice.

OTHER AGENCY INVOLVEMENT:

County Counsel has reviewed and approved this lease agreement as to legal form, and the Auditor-Controller has reviewed and approved as to payment provisions. The lease agreement has also been reviewed and approved by NMC's Finance Committee on April 26, 2018 and by its Board of Trustees on May 4, 2018.

FINANCING:

The cost for this lease agreement for an eighteen (18) month period is \$34,830, of which \$21,285 will be included in the Fiscal year 2018-19 Recommended Budget. Costs for future years will be included those budgets as appropriate.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

This lease agreement provides a home-like environment when necessary for resident physicians at NMC. Resident physicians provide patient care on many levels at NMC and this rental unit ensures that they are within close proximity to the hospital.

- ☐ Economic Development
- ☐ Administration
- ☒ Health and Human Services
- ☐ Infrastructure
- ☐ Public Safety

Prepared by: Dr. Melissa Nothnagle, Director of Family Practice Residency, 783-2582
Approved by: Gary R. Gray, DO, Chief Executive Officer, 783-2504

Attachments:

Renewed Creekbridge Lease Agreement for Residency Physicians (Unit #204)

Attachments on file with the Clerk of the Board

MONTEREY COUNTY BOARD OF SUPERVISORS BOARD REPORT

CEP America-California d.b.a. Vituity, First Amendment

TITLE:

- a. Authorize the Deputy Purchasing Agent for Natividad Medical Center (NMC) or his designee to execute the First Amendment to the Professional Services Agreement (A-13218) with CEP America-California, a California General Partnership, d.b.a. Vituity to provide emergency medicine services at NMC, extending the term by twenty-four months (July 1, 2018 to June 30, 2020) for a revised full agreement term of July 2016 to June 30, 2020 and adding \$3,563,621, for a revised amount not to exceed \$6,576,277 in the aggregate; and
- b. Authorize the Deputy Purchasing Agent for NMC or his designee to sign up to three (3) amendments to this Agreement where the total amendments do not exceed 10% (\$301,266) of the original contract amount and do not significantly change the scope of work.

RECOMMENDATION:

It is recommended that the Board of Supervisors

- a. Authorize the Deputy Purchasing Agent for Natividad Medical Center (NMC) or his designee to execute the First Amendment to the Professional Services Agreement (A-13218) with CEP America-California, a California General Partnership, d.b.a. Vituity (formerly known as California Emergency Physicians Medical Group) to provide emergency medicine services at NMC, extending the term by twenty-four months (July 1, 2018 to June 30, 2020) for a revised full agreement term of July 2016 to June 30, 2020 and adding \$3,563,621, for a revised amount not to exceed \$6,576,277 in the aggregate; and
- b. Authorize the Deputy Purchasing Agent for NMC or his designee to sign up to three (3) amendments to this Agreement where the total amendments do not exceed 10% (\$301,266) of the original contract amount and do not significantly change the scope of work.

SUMMARY/DISCUSSION:

NMC's Emergency Department (ED) receives over 50,000 patient visits annually. NMC must arrange for the professional consultation and treatment of those patients who present to the ED in need of medical care for general illnesses and disease to life-threatening conditions, 24 hours a day. Vituity (formerly known as California Emergency Physicians Medical Group) offers a team of providers including emergency medicine physicians, physician assistants and nurse practitioners to provide exclusive medical director and comprehensive provider services coverage in the ED.

NMC would like to amend the Agreement with Vituity to ensure sufficient staffing and continued services without interruption. NMC has obtained an independent opinion of fair market value supporting the payment terms of this Agreement.

OTHER AGENCY INVOLVEMENT:

County Counsel has reviewed and approved this Amendment as to legal form and the Auditor-Controller has reviewed and approved this Amendment as to fiscal provisions. The Amendment has also been reviewed and approved by Natividad Medical Center's Finance Committee and Board of Trustees.

FINANCING:

The cost of this Amendment is \$3,563,621. The total not to exceed amount for this Agreement is \$6,576,277 for the period July 1, 2016 to June 30, 2020 (48 months). \$1,756,956 is included in the Fiscal Year 2018/2019 Recommended Budget and the remaining \$1,806,665 will be budgeted in Fiscal Year 2019/2020. There is no impact to the General Fund.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

The services rendered in this agreement provide NMC with the additional support it needs in order to provide reliable and high quality patient care which improves the health and quality of life for patients and their families.

- ☐ Economic Development
- ☐ Administration
- ☒ Health and Human Services
- ☐ Infrastructure
- ☐ Public Safety

Prepared by: Jeanne-Ann Balza, Management Analyst, 783.2506

Approved by: Gary Gray D.O., Chief Executive Officer, 783.2553

Attachments: First Amendment; Agreement

Attachments on file at the Clerk of the Board

MONTEREY COUNTY BOARD OF SUPERVISORS BOARD REPORT

Monterey Bay GI Consultants Medical Group, Inc., Fifth Amendment

TITLE:

- a. Authorize the Deputy Purchasing Agent for Natividad Medical Center (NMC) or his designee to execute the Fifth Amendment to the Professional and Call Coverage Services Agreement (A-12095) with Monterey Bay GI Consultants Medical Group, Inc. to provide gastroenterology services at NMC, extending the term by twenty-four months (July 1, 2018 to June 30, 2020) for a revised full agreement term of September 1, 2011 to June 30, 2020, and adding \$400,000, for a revised not to exceed amount of \$1,270,000 in the aggregate; and
- b. Authorize the Deputy Purchasing Agent for NMC or his designee to sign up to three (3) amendments to this Agreement where the total amendments do not exceed 10% (\$25,000) of the original contract amount and do not significantly change the scope of work.

RECOMMENDATION:

It is recommended that the Board of Supervisors

- a. Authorize the Deputy Purchasing Agent for Natividad Medical Center (NMC) or his designee to execute the Fifth Amendment to the Professional and Call Coverage Services Agreement (A-12095) with Monterey Bay GI Consultants Medical Group, Inc. to provide gastroenterology services at NMC, extending the term by twenty-four months (July 1, 2018 to June 30, 2020) for a revised full agreement term of September 1, 2011 to June 30, 2020, and adding \$400,000, for a revised not to exceed amount of \$1,270,000 in the aggregate; and
- b. Authorize the Deputy Purchasing Agent for NMC or his designee to sign up to three (3) amendments to this Agreement where the total amendments do not exceed 10% (\$25,000) of the original contract amount and do not significantly change the scope of work.

SUMMARY/DISCUSSION:

NMC must arrange for care and treatment of patients who present to the emergency department in need of medical care in the specialty of gastroenterology. NMC has an agreement with Monterey Bay GI Consultants Medical Group, Inc. for which board certified gastroenterologists participate in the call panel to provide gastroenterology call coverage in the emergency department.

NMC would like to amend the Agreement so that Monterey Bay GI Consultants can continue to provide the gastroenterology services critical to NMC's operation without interruption. NMC has obtained an independent opinion of fair market value supporting the payment terms of this Agreement.

OTHER AGENCY INVOLVEMENT:

County Counsel has reviewed and approved this Amendment as to legal form and the Auditor-Controller has reviewed and approved this Amendment as to fiscal provisions. The Amendment has also been reviewed and approved by Natividad Medical Center's Finance Committee and Board of Trustees.

FINANCING:

The cost of this Amendment is \$400,000. The total cost for this Agreement is \$1,270,000 for the period September 1, 2011 to June 30, 2020 (106 months). \$200,000 is included in the Fiscal Year 2018/2019 Recommended Budget and \$200,000 will be budgeted in Fiscal Year 2019/2020. There is no impact to the General Fund.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

The services rendered in this agreement provide NMC with the additional support it needs in order to provide reliable and high quality patient care which improves the health and quality of life for patients and their families.

- ☐ Economic Development
- ☐ Administration
- ☒ Health and Human Services
- ☐ Infrastructure
- ☐ Public Safety

Prepared by: Jeanne-Ann Balza, Management Analyst, 783.2506

Approved by: Gary Gray D.O., Chief Executive Officer, 783.2553

Attachments: First-Fifth Amendment; Agreement

Attachments on File at the Clerk of the Board

MONTEREY COUNTY BOARD OF SUPERVISORS BOARD REPORT

Juan Calzetta M.D., First Amendment

TITLE:

- a. Authorize the Deputy Purchasing Agent for Natividad Medical Center (NMC) or his designee to execute the First Amendment to the Professional and Call Coverage Services Agreement (A-13157) with Juan Calzetta M.D. to provide vascular surgery services at NMC, extending the term by twenty-four months (July 1, 2018 to June 30, 2020) for a revised full agreement term of July 1, 2016 to June 30, 2020 and adding \$700,000 for a revised amount not to exceed of \$1,400,000 in the aggregate; and
- b. Authorize the Deputy Purchasing Agent for NMC or his designee to sign up to three (3) amendments to this Agreement where the total amendments do not exceed 10% (\$70,000) of the original contract amount and do not significantly change the scope of work.

RECOMMENDATION:

It is recommended that the Board of Supervisors

- a. Authorize the Deputy Purchasing Agent for Natividad Medical Center (NMC) or his designee to execute the First Amendment to the Professional and Call Coverage Services Agreement (A-13157) with Juan Calzetta M.D. to provide vascular surgery services at NMC, extending the term by twenty-four months (July 1, 2018 to June 30, 2020) for a revised full agreement term of July 1, 2016 to June 30, 2020 and adding \$700,000 for a revised amount not to exceed of \$1,400,000 in the aggregate; and
- b. Authorize the Deputy Purchasing Agent for NMC or his designee to sign up to three (3) amendments to this Agreement where the total amendments do not exceed 10% (\$70,000) of the original contract amount and do not significantly change the scope of work.

SUMMARY/DISCUSSION:

NMC must arrange for the professional consultation and treatment for patients who present to the emergency department in need of medical care or treatment in vascular surgery. Dr. Calzetta is a board certified vascular surgeon who provides emergency call coverage and a minimum of two half day clinics per week in the outpatient specialty clinic.

NMC would like to amend the Agreement so that Dr. Calzetta can continue to provide the vascular surgery services critical to NMC's operation without interruption. NMC has obtained an independent opinion of fair market value supporting the payment terms of this Agreement.

OTHER AGENCY INVOLVEMENT:

County Counsel has reviewed and approved this Amendment as to legal form and the Auditor-Controller has reviewed and approved this Amendment as to fiscal provisions. The Amendment has also been reviewed and approved by Natividad Medical Center's Finance Committee and Board of Trustees.

FINANCING:

The cost of this Amendment is \$700,000. The total not to exceed amount for this Agreement is \$1,400,000 for the period July 1, 2016 to June 30, 2020 (48 months). \$350,000 is included in the Fiscal Year 2018/2019 Recommended Budget and the remaining \$350,000 will be budgeted in Fiscal Year 2019/2020. There is no impact to the General Fund.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

The services rendered in this agreement provide NMC with the additional support it needs in order to provide reliable and high quality patient care which improves the health and quality of life for patients and their families.

- ☐ Economic Development
- ☐ Administration
- ☒ Health and Human Services
- ☐ Infrastructure
- ☐ Public Safety

Prepared by: Jeanne-Ann Balza, Management Analyst, 783.2506

Approved by: Gary Gray D.O., Chief Executive Officer, 783.2553

Attachments: First Amendment; Agreement

Attachments on file at the Clerk of the Board

MONTEREY COUNTY BOARD OF SUPERVISORS BOARD REPORT

Yu-Chuan Liu M.D., Second Amendment

TITLE:

- a. Authorize the Deputy Purchasing Agent for Natividad Medical Center (NMC) or his designee to execute the Second Amendment to the Professional and Call Coverage Services Agreement (A-12844) with Yu-Chuan Liu M.D. to provide cardiology services at NMC extending the term by twenty-four months (July 1, 2018 to June 30, 2020) for a revised full agreement term of July 1, 2016 to June 30, 2020 and adding \$800,000, for a revised amount not to exceed of \$2,200,000 in the aggregate; and
- b. Authorize the Deputy Purchasing Agent for NMC or his designee to sign up to three (3) amendments to this Agreement where the total amendments do not exceed 10% (\$60,000) of the original contract amount and do not significantly change the scope of work.

RECOMMENDATION:

It is recommended that the Board of Supervisors

- a. Authorize the Deputy Purchasing Agent for Natividad Medical Center (NMC) or his designee to execute the Second Amendment to the Professional and Call Coverage Services Agreement (A-12844) with Yu-Chuan Liu M.D. to provide cardiology services at NMC extending the term by twenty-four months (July 1, 2018 to June 30, 2020) for a revised full agreement term of July 1, 2016 to June 30, 2020 and adding \$800,000, for a revised amount not to exceed of \$2,200,000 in the aggregate; and
- b. Authorize the Deputy Purchasing Agent for NMC or his designee to sign up to three (3) amendments to this Agreement where the total amendments do not exceed 10% (\$60,000) of the original contract amount and do not significantly change the scope of work.

SUMMARY/DISCUSSION:

NMC must arrange for care and treatment of patients who present to the emergency department or hospital clinics in need of medical care in the specialty of cardiology. Dr. Liu participates in a panel of cardiology physicians who provide 24/7 cardiology call coverage in the emergency department, daily outpatient cardiology clinic and clinical interpretation services to its cardiology patients.

NMC would like to amend the Agreement so that Dr. Liu can continue to provide the cardiology services without interruption. NMC has obtained an independent opinion of fair market value supporting the payment terms of this Agreement.

OTHER AGENCY INVOLVEMENT:

County Counsel has reviewed and approved this Amendment as to legal form and the Auditor-Controller has reviewed and approved this Amendment as to fiscal provisions. The Amendment has also been reviewed and approved by Natividad Medical Center's Finance Committee and Board of Trustees.

FINANCING:

The cost of this Amendment is \$800,000. The total not to exceed amount of this Agreement is \$2,200,000. \$400,000 is included in the Fiscal Year 2018/2019 Recommended Budget and the remaining \$400,000 will be budgeted in Fiscal Year 2019/2020. There is no impact to the General Fund.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

The services rendered in this agreement provide NMC with the additional support it needs in order to provide reliable and high quality patient care which improves the health and quality of life for patients and their families.

- ☐ Economic Development
- ☐ Administration
- ☒ Health and Human Services
- ☐ Infrastructure
- ☐ Public Safety

Prepared by: Jeanne-Ann Balza, Management Analyst, 783.2506

Approved by: Gary Gray D.O., Chief Executive Officer, 783.2553

Attachments: First-Second Amendment; Agreement

Attachments on file at the Clerk of the Board

MONTEREY COUNTY BOARD OF SUPERVISORS BOARD REPORT

Central Coast Head & Neck Surgeons, First Amendment

TITLE:

- a. Authorize the Deputy Purchasing Agent for Natividad Medical Center (NMC) or his designee to execute the First Amendment to the Professional and Call Coverage Services Agreement (13164) with Central Coast Head & Neck Surgeons to provide otolaryngology and audiology services at NMC, extending the term by twenty-four months (July 1, 2018 to June 30, 2020) for a full revised term of July 1, 2016 to June 30, 2020, and adding \$1,500,000 for a revised amount not to exceed \$3,000,000 in the aggregate; and
- b. Authorize the Deputy Purchasing Agent for NMC or his designee to sign up to three (3) amendments to this Agreement where the total amendments do not exceed 10% (\$150,000) of the original contract amount and do not significantly change the scope of work.

RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a. Authorize the Deputy Purchasing Agent for Natividad Medical Center (NMC) or his designee to execute the First Amendment to the Professional and Call Coverage Services Agreement (13164) with Central Coast Head & Neck Surgeons to provide otolaryngology and audiology services at NMC, extending the term by twenty-four months (July 1, 2018 to June 30, 2020) for a full revised term of July 1, 2016 to June 30, 2020, and adding \$1,500,000 for a revised amount not to exceed \$3,000,000 in the aggregate; and
- b. Authorize the Deputy Purchasing Agent for NMC or his designee to sign up to three (3) amendments to this Agreement where the total amendments do not exceed 10% (\$150,000) of the original contract amount and do not significantly change the scope of work.

SUMMARY/DISCUSSION:

NMC must arrange for the provision of professional consultation and treatment and facial plastic, oral-maxillofacial, head and neck and dental surgery services of patients who present to the Emergency Department (ED) as required for a Level II Trauma Center. Central Coast Head and Neck Surgeons offers four board certified surgeons to provide 24 hours a day, 7 days a week otolaryngology, also known as ear, nose and throat (ENT), call coverage in the emergency department and audiology services to hospital inpatients, and outpatients in the specialty clinic.

NMC would like to amend the Agreement so that Central Coast Head & Neck Surgeons can provide the same services critical to NMC's operation without interruption. NMC has obtained an independent opinion of fair market value supporting the payment terms of this Agreement.

OTHER AGENCY INVOLVEMENT:

County Counsel has reviewed and approved this Amendment as to legal form and the Auditor-Controller has reviewed and approved this Amendment as to fiscal provisions. The Amendment has also been reviewed and approved by Natividad Medical Center's Finance Committee and Board of Trustees.

FINANCING:

The cost of this amendment is \$1,500,000. The total not to exceed amount of this Agreement is \$3,000,000 for the period July 1, 2016 to June 30, 2020 (48 months). \$750,000 is included in the Fiscal Year 2018/2019 Recommended Budget and the remaining \$750,000 will be budgeted in Fiscal Year 2019/2020. There is no impact to the General Fund.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

The services rendered in this agreement provide NMC with the additional support it needs in order to provide reliable and high quality patient care which improves the health and quality of life for patients and their families.

- ☐ Economic Development
- ☐ Administration
- ☒ Health and Human Services
- ☐ Infrastructure
- ☐ Public Safety

Prepared by: Jeanne-Ann Balza, Management Analyst, 783.2506

Approved by: Gary Gray, D.O., Chief Executive Officer, 783.2553

Attachments: First Amendment; Agreement

Attachments on file at the Clerk of the Board

MONTEREY COUNTY BOARD OF SUPERVISORS BOARD REPORT

Master Agreements for Construction Materials Testing and Inspection Services RFQ# 9600-76 Legistar Number: _____

..Title

- a. Authorize the Deputy Purchasing Agent for Natividad Medical Center (NMC) or his designee to execute agreements with Kleinfelder Inc., Moore Twining Associates Inc., and RMA Group pursuant to the Request for Qualifications (RFQ) #9600-76 for construction materials testing and inspection services at NMC, with an agreement term beginning on July 1, 2018 through June 30, 2023, and an aggregate total amount not to exceed \$300,000 across all agreements.
- b. Authorize the Deputy Purchasing Agent for Natividad Medical Center (NMC) or his designee to execute up to three (3) no-extension amendments, in which the aggregate does not exceed 10% (\$30,000) of the original contract amount.

..Report

RECOMMENDATION:

It is recommended the Board of Supervisors:

- a. Authorize the Deputy Purchasing Agent for Natividad Medical Center (NMC) or his designee to execute agreements with Kleinfelder Inc., Moore Twining Associates Inc., and RMA Group pursuant to the Request for Qualifications (RFQ) #9600-76 for construction materials testing and inspection services at NMC, with an agreement term beginning on July 1, 2018 through June 30, 2023, and an aggregate total amount not to exceed \$300,000 across all agreements.
- b. Authorize the Deputy Purchasing Agent for Natividad Medical Center (NMC) or his designee to execute up to three (3) no-extension amendments, in which the aggregate does not exceed 10% (\$30,000) of the original contract amount.

SUMMARY/DISCUSSION:

NMC issued Request for Qualifications (RFQ) #9600-76 on January 26, 2018 to solicit for one or more new agreements for construction materials testing and inspection services from qualified vendors. On March 2, 2018 NMC received Five (5) Statement of Qualifications (SOQ)/Proposals from qualified firms submitted for consideration. All 5 SOQ/Proposals were evaluated pursuant to the criteria stated in RFQ #9600-76. One vendor was deemed nonresponsive. Of the remaining four vendors, NMC identified the top three qualified vendors as Kleinfelder Inc., Moore Twining Associates Inc., and RMA Group based on the ranking set forth by the NMC selection committee, and in conformance with state laws regarding qualification based selection, these 3 vendors were tentatively awarded agreements.

The master agreement for materials testing and inspection services is a five (5) year agreement that will be utilized by NMC for these services. Inclusion on the master agreement does not guarantee award of any specific dollar amount.

Vendors will provide construction materials testing and inspection services based off the requirements specified in the Request for Qualifications (RFQ) #9600-76.

OTHER AGENCY INVOLVEMENT:

County Counsel has reviewed and approved the agreements as to legal form, and the Auditor-Controller has reviewed and approved the agreements as to payment provisions. This request was approved by the NMC Finance Committee on April 26, 2018 and by the NMC Board of Trustees on May 4, 2018.

FINANCING:

NMC estimates that the total aggregate cost for these agreements is \$300,000 for the five (5) year period. \$60,000 of this amount is included in the Fiscal Year 2018-2019 Recommended Budget. Amounts for remaining years of the agreements will be included in those budgets as appropriate.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

These agreements are for construction materials testing and inspection services. These services will verify that facility infrastructure is in correspondence of the California Building Code – Title 24.

- ☐ Economic Development
- ☐ Administration
- ☐ Health and Human Services
- ☒ Infrastructure
- ☐ Public Safety

Prepared by: Brian Griffin, Project Manager, 783-2605

Approved by: Gary R. Gray, DO, Chief Executive Officer, 783-2504

Attachments:

Agreement with Kleinfelder Inc., awarded per RFQ #9600-76

Agreement with Moore Twining Associates, Inc., awarded per RFQ #9600-76

RMA Group, awarded per RFQ #9600-76

Attachments on file with the Clerk of the Board

MONTEREY COUNTY BOARD OF SUPERVISORS BOARD REPORT

Advertising Recruitment Services Agreement RFP #9600-78 Legistar Number: _____

..Title

- a. Authorize the Deputy Purchasing Agent for Natividad Medical Center (NMC) or his designee to execute an agreement with Spin Recruitment Inc. pursuant to the Request for Proposal (RFP) #9600-78 for advertising recruitment services at NMC, with an agreement term beginning on July 1, 2018 through June 30, 2020, with the option to extend the agreement for three (3) additional one year periods; and for an original contract amount not to exceed \$400,000.
- b. Authorize the Deputy Purchasing Agent for NMC or his designee to execute up to three (3) no-extension amendments, in which the aggregate does not exceed 10% (\$40,000) of the original contract amount.
- c. Authorize the Deputy Purchasing Agent for NMC or his designee to execute up to three (3) future amendments, each of would exercise a one year option to extend and add \$200,000 to the agreement, provided that the total cost for the agreement over a five year period does not exceed \$1,040,000 and so long as an appropriation for the costs of the amendments is included in the County Adopted Budget.

..Report

RECOMMENDATION:

It is recommended the Board of Supervisors:

- a. Authorize the Deputy Purchasing Agent for Natividad Medical Center (NMC) or his designee to execute an agreement with Spin Recruitment Inc. pursuant to the Request for Proposal (RFP) #9600-78 for advertising recruitment services at NMC, with an agreement term beginning on July 1, 2018 through June 30, 2020, with the option to extend the agreement for three (3) additional one year periods; and for an original contract amount not to exceed \$400,000.
- b. Authorize the Deputy Purchasing Agent for NMC or his designee to execute up to three (3) no-extension amendments, in which the aggregate does not exceed 10% (\$40,000) of the original contract amount.
- c. Authorize the Deputy Purchasing Agent for NMC or his designee to execute up to three (3) future amendments, each of would exercise a one year option to extend and add \$200,000 to the agreement, provided that the total cost for the agreement over a five year period does not exceed \$1,040,000 and so long as an appropriation for the costs of the amendments is included in the County Adopted Budget.

SUMMARY/DISCUSSION:

NMC issued a Request for Proposal (RFP) #9600-78 on February 19, 2018 to solicit for one or more new agreements for recruitment advertising services from qualified vendors. On March 19, 2018 five (5) proposals were received for consideration. Upon a thorough selection process NMC identified the top qualified vendor as Spin Recruitment Inc. based on the ranking set forth by the NMC selection team. This vendor was tentatively selected to be awarded an agreement to provide recruitment advertising services for NMC.

The current agreement for recruitment advertising services expires on June 30, 2018.

NMC will utilize this vendor to recommend media sources and the placement of day to day employment ads in the newspaper, online, or with professional associations. The vendor will partner with NMC on recruitment direct mail and email projects, recruitment collateral pieces, various giveaways and social media recruitment.

OTHER AGENCY INVOLVEMENT:

County Counsel has reviewed and approved this agreement as to legal form, and the Auditor-Controller has reviewed and approved as to payment provisions. The agreement has also been reviewed and approved by NMC's Finance Committee on April 26, 2018 and by its Board of Trustees on May 4, 2018.

FINANCING:

The cost for this agreement is \$400,000 of which \$200,000 is included in the Fiscal Year 2018-19 Recommended Budget. Amounts for remaining years of the agreement will be included in those budgets as appropriate.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

This agreement will facilitate efficient and effective targeted recruitment efforts in order for Natividad Medical Center to hire well equipped personnel to better serve our community and patients.

- ☐ Economic Development
- ☐ Administration
- ☒ Health and Human Services
- ☐ Infrastructure
- ☐ Public Safety

Prepared by: Janine Bouyea, Human Resources Administrator, 783-2701

Approved by: Gary R. Gray, DO, Chief Executive Officer, 783-2504

Attachments:

Agreement with Spin Recruitment Inc., awarded per RFP #9600-78

Attachments on file with the Clerk of the Board

MONTEREY COUNTY BOARD OF SUPERVISORS BOARD REPORT

Marketing and Graphic Design Services Agreement RFP #9600-79

Legistar Number: _____

..Title

- a. Authorize the Deputy Purchasing Agent for Natividad Medical Center (NMC) or his designee to execute an agreement with Schipper Design and AMF Media Group pursuant to the Request for Proposal (RFP) #9600-79 for marketing and graphic design services at NMC, with an agreement term beginning on July 1, 2018 through June 30, 2021, with the option to extend the agreement for two (2) additional one year periods; and for an original contract amount not to exceed \$510,000.
- b. Authorize the Deputy Purchasing Agent for NMC or his designee to execute up to two (2) no-extension amendments, in which the aggregate does not exceed 10% (\$51,000) of the original contract amount.
- c. Authorize the Deputy Purchasing Agent for NMC or his designee to execute up to two (2) future amendments, each of would exercise a one year option to extend and add \$170,000 to the agreement, provided that the total cost for the agreement over a five year period does not exceed \$901,000 and so long as an appropriation for the costs of the amendments is included in the County Adopted Budget.

..Report

RECOMMENDATION:

It is recommended the Board of Supervisors:

- a. Authorize the Deputy Purchasing Agent for Natividad Medical Center (NMC) or his designee to execute an agreement with Schipper Design and AMF Media Group pursuant to the Request for Proposal (RFP) #9600-79 for marketing and graphic design services at NMC, with an agreement term beginning on July 1, 2018 through June 30, 2021, with the option to extend the agreement for two (2) additional one year periods; and for an original contract amount not to exceed \$510,000.
- b. Authorize the Deputy Purchasing Agent for NMC or his designee to execute up to two (2) no-extension amendments, in which the aggregate does not exceed 10% (\$51,000) of the original contract amount.
- c. Authorize the Deputy Purchasing Agent for NMC or his designee to execute up to two (2) future amendments, each of would exercise a one year option to extend and add \$170,000 to the agreement, provided that the total cost for the agreement over a five year period does not exceed \$901,000 and so long as an appropriation for the costs of the amendments is included in the County Adopted Budget.

SUMMARY/DISCUSSION:

NMC issued a Request for Proposal (RFP) #9600-79 on February 19, 2018 to solicit for one or more new agreements for marketing and graphic design services from qualified vendors. On March 19, 2018 NMC received six (6) proposals from vendors submitted for consideration. All proposals were evaluated pursuant to the criteria stated in the RFP #9600-79. NMC Upon a thorough selection process NMC identified the top qualified vendors as Schipper Design and AMF Media Group based on the ranking set forth by the NMC selection team. These vendors were tentatively selected to be awarded agreements to provide marketing and graphic design services for NMC. Inclusion on the master agreement does not guarantee award of any specific dollar amount.

Schipper Design, a local marketing and graphic design firm based in San Juan Bautista, brings a diverse wealth of experience and skills for marketing design services. AMF Media Group is an award-winning full-service marketing and communications agency based in San Ramon, California.

The current agreement for marketing and graphic design services expires on June 30, 2018 and is the result of a previous RFP issued by NMC.

NMC will work closely with these vendors in the design and implementation of projects in order to best serve NMC's objectives. This will include providing information, increasing awareness, promoting brand identity, and providing marketing support. The contractors will also provide marketing and graphic design services based on the scope of work specified in the Request for Proposal (RFP) #9600-79.

OTHER AGENCY INVOLVEMENT:

County Counsel has reviewed and approved this agreement as to legal form, and the Auditor-Controller has reviewed and approved as to payment provisions. The agreement has also been reviewed and approved by NMC's Finance Committee on April 26, 2018 and by its Board of Trustees on May 4, 2018.

FINANCING:

The cost for this agreement is \$510,000 of which \$170,000 is included in the Fiscal Year 2018-19 Recommended Budget. Amounts for remaining years of the agreement will be included in those budgets as appropriate.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

This agreement is for a variety of marketing and graphic design services to support the achievement of strategic growth goals of key clinical services and improved patient experience goals.

☐ Economic Development
☒ Administration
☐ Health and Human Service2562
☐ Infrastructure
☐ Public Safety

Prepared by:

Andrea Rosenberg, Assistant Administrator, Operations and Support Services, 783-2562

Approved by: Gary R. Gray, DO, Chief Executive Officer, 783-2504

Attachments:

Agreement with Schipper Design, awarded per RFP #9600-79

Agreement with AMF Media Group, awarded per RFP #9600-79

Attachments on file with the Clerk of the Board

MONTEREY COUNTY BOARD OF SUPERVISORS BOARD REPORT

Central Coast Health Connect, LLC. Amendment No. 1

Legistar Number: _____

..Title

- a. Authorize the Deputy Purchasing Agent for Natividad Medical Center (NMC) or his designee to execute amendment No. 1 to the agreement (A-13155) with Central Coast Health Connect, LLC. for health information exchange services, extending the agreement an additional two (2) year period (July 1, 2018 to June 30, 2020) for a revised full agreement term of July 1, 2016 through June 30, 2020, and adding \$541,074 for a revised total agreement amount not to exceed \$1,086,694.
- b. Authorize the Deputy Purchasing Agent for NMC or his designee to execute up to three (3) future amendments to the agreement which do not significantly alter the scope of work and do not cause an increase of more than ten percent (10%) (\$54,562) of the original cost of the agreement per each amendment.

..Report

RECOMMENDATION:

It is recommended the Board of Supervisors:

- c. Authorize the Deputy Purchasing Agent for Natividad Medical Center (NMC) or his designee to execute amendment No. 1 to the agreement (A-13155) with Central Coast Health Connect, LLC. for health information exchange services, extending the agreement an additional two (2) year period (July 1, 2018 to June 30, 2020) for a revised full agreement term of July 1, 2016 through June 30, 2020, and adding \$541,074 for a revised total agreement amount not to exceed \$1,086,694.
- d. Authorize the Deputy Purchasing Agent for NMC or his designee to execute up to three (3) future amendments to the agreement which do not significantly alter the scope of work and do not cause an increase of more than ten percent (10%) (\$54,562) of the original cost of the agreement per each amendment.

SUMMARY/DISCUSSION:

Natividad Medical Center seeks approval for an extension of the Agreement for Health Information Exchange Services, pursuant to which Central Coast Health Connect (CCHC) shall perform health information exchange services related to the County's participation in the Health Information Organization (HIO).

Natividad Medical Center is providing the Board of Supervisors the current Participation Agreement for the Health Information Exchange. The scope of work has not been significantly altered and approval not requested. The Participation Agreement is coterminous with the Agreement for Health Information Services.

CCHC was created to oversee and facilitate a Health Information Exchange (HIE), which mobilizes healthcare information electronically across organizations within the Monterey County community. In 2016, NMC joined Community Hospital of Monterey Peninsula (CHOMP) and Salinas Valley Memorial Hospital (SVMH) as the three core Monterey County hospital participants in the HIO. CCHC's founding members are Community Health Innovations, LLC (CHI) and SVMH. CCHC is managed by a Board of Managers. CCHC has contracted with CHI to perform day-to-day management of CCHC.

The purpose and benefit to Monterey County residents of being a hospital participant of CCHC is that the exchange of health information electronic data can improve quality, safety, efficiency, reduce health disparities, lead to improved engagement of patients and families and improve care coordination, population and public health and improve communication between hospitals, clinics and care providers all the while maintaining privacy and security of patient health information.

OTHER AGENCY INVOLVEMENT:

County Counsel has reviewed and approved this amendment No. 1 as to legal form, and the Auditor-Controller has reviewed and approved as to payment provisions. This amendment No. 1 has also been reviewed and approved by NMC's Finance Committee on April 26, 2018 and by its Board of Trustees on May 4, 2018.

FINANCING:

The cost for this amendment No. 1 is \$541,074 of which \$268,432 is included in the Fiscal Year 2018-19 Adopted Budget. Amounts for remaining years of the agreement will be included in those budgets as appropriate. There is no impact to the General Fund.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

Continued participation in the Central Coast Health Connect improves the quality, safety, efficiency of health care, reduces health disparities, leads to improved engagement of patients and families and improves care coordination, population and public health and improves communication between hospitals, clinics and care providers all the while maintaining privacy and security of patient health information.

- ☐ Economic Development
- ☐ Administration
- ☒ Health and Human Services
- ☐ Infrastructure
- ☒ Public Safety

Prepared by: Charles Harris, MD, Chief Medical Information Officer, 783-2785

Approved by: Gary R. Gray, DO, Chief Executive Officer, 783-2504

Attachments:

Central Coast Health Connect, LLC. Amendment No. 1

Central Coast Health Connect, LLC. Health Information Exchange Services Agreement

Attachments on file with the Clerk of the Board

MONTEREY COUNTY BOARD OF SUPERVISORS BOARD REPORT

Kronos Inc., New Software Agreement

..Title

- a. Authorize the Deputy Purchasing Agent for Natividad Medical Center (NMC) or his designee to execute an agreement with Kronos Inc. including three (3) future Order Forms, to the Kronos Agreement, for software support and professional services at NMC for an amount not to exceed \$1,439,000 with an agreement term July 1, 2018 through June 30, 2023
- b. Authorize the Deputy Purchasing Agent for NMC or his designee to execute up to three (3) future amendments to the agreement which do not significantly alter the scope of work and do not cause an increase of more than ten percent (10%) (143,900) of the original cost of the agreement per each amendment.

..Report

RECOMMENDATION:

It is recommended the Board of Supervisors:

- a. Authorize the Deputy Purchasing Agent for Natividad Medical Center (NMC) or his designee to execute an agreement with Kronos Inc. including three (3) future Order Forms, to the Kronos Agreement, for software support and professional services at NMC for an amount not to exceed \$1,439,000 with an agreement term July 1, 2018 through June 30, 2023
- b. Authorize the Deputy Purchasing Agent for NMC or his designee to execute up to three (3) future amendments to the agreement which do not significantly alter the scope of work and do not cause an increase of more than ten percent (10%) (143,900) of the original cost of the agreement per each amendment.

SUMMARY/DISCUSSION:

Natividad Medical Center currently utilizes the Kronos Timekeeper to capture time for all staff employed and to capture time worked for all contracted staff. In addition, NMC completed implementation of Attendance Manager, Basic Scheduler, Productivity and Human Resources modules.

NMC is requesting the approval of this agreement to allow the facility to continue to utilize the system to calculate hours worked, overtime, shift differential, determine "unscheduled shifts", track call-offs, track absences and tardiness along with tracking employee health data, and other HR information. In addition, Natividad is recommending we add the Advanced Scheduler and Cloud Services to the current system. Advanced Scheduler will allow Natividad to move to online scheduling, automate schedule changes and provide real time schedule access to all hospital staff including twenty-four seven departments and eliminate the need to departments to maintain paper schedules. The addition of Cloud Services will allow Natividad to eliminate the need for Natividad to maintain the system on site and allow Kronos to maintain the core system and ensure that it is always up to date with the latest updates provided by the vendor.

OTHER AGENCY INVOLVEMENT:

County Counsel has reviewed and approved this agreement as to legal form and risk provisions, and the Auditor-Controller has reviewed and approved as to payment provisions. The agreement has also been reviewed and approved by NMC's Finance Committee on April 26, 2018 and by its Board of Trustees on May 4, 2018.

FINANCING:

The cost for this agreement is \$1,439,000 of which \$579,077 which is included in the Fiscal Year 2018-19 Adopted Budget.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

This agreement is for a software system which improves data processing at NMC. The use of this system directly contributes to a more efficient and effective use of resources within the organization.

- ☐ Economic Development
- ☒ Administration
- ☐ Health and Human Services
- ☐ Infrastructure
- ☐ Public Safety

Prepared by: Janine Bouyea, Human Resource Administrator, 783-2701

Approved by: Gary R. Gray, DO, Chief Executive Officer, 783-2504

Attachments:

Kronos Inc. Software SAAS Services Agreement

Attachments on file with the Clerk of the Board



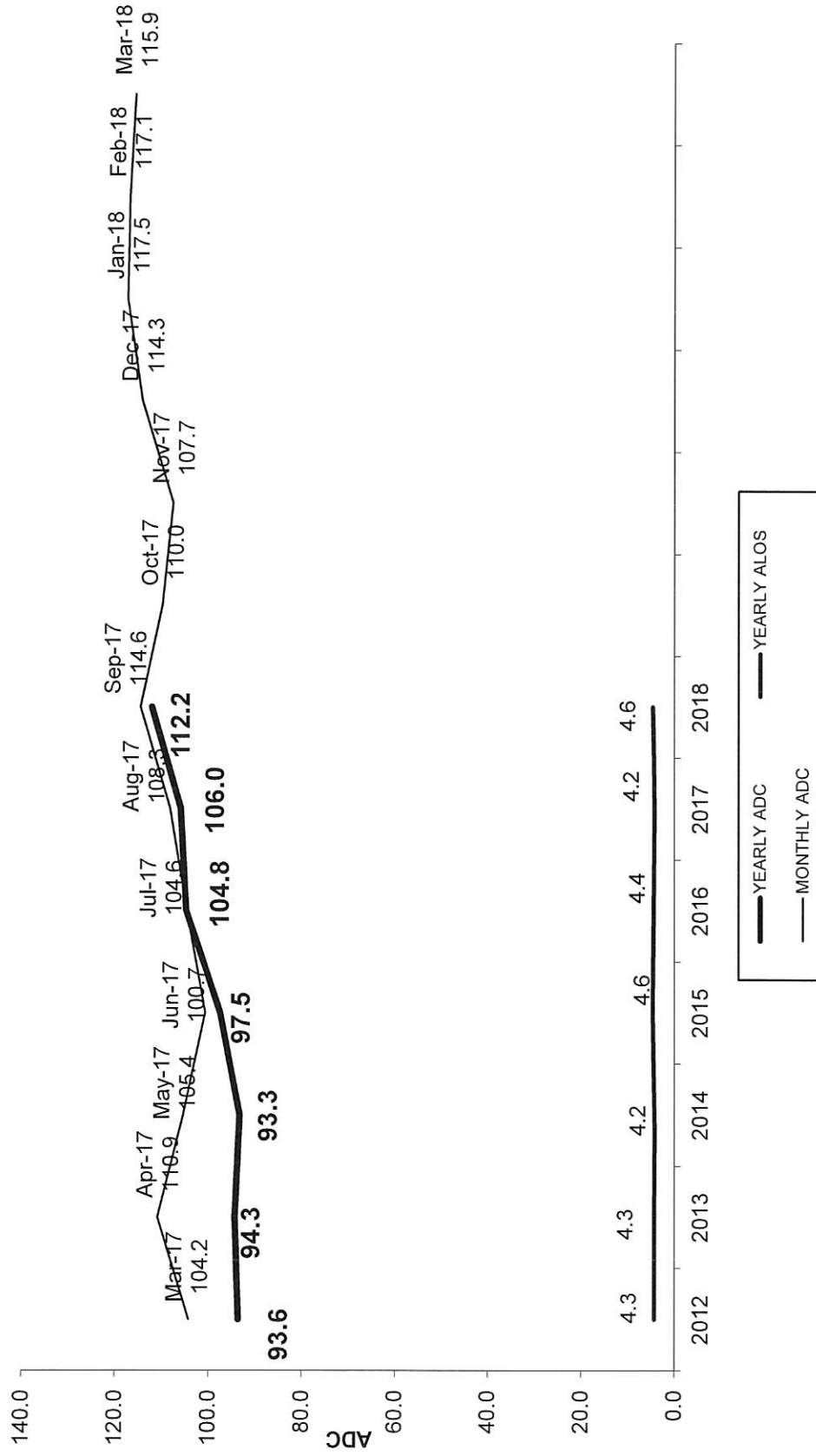
FINANCIAL STATEMENTS

FINANCIAL STATEMENTS

MARCH 31, 2018

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**NATIVIDAD MEDICAL CENTER
STATISTICAL REPORT
MARCH, 2018**

| Month-To-Date | | | | | Year-To-Date | | | | | |
|-----------------------------|---------|---------|---------|---------|--------------------------------|---------|----------|---------|---------|---------|
| 01-18 | 02-18 | 03-18 | Budget | | Budget | Current | Prior Yr | % | | |
| PT DAYS BY SERVICE | | | | | STAFFED BEDS | | CY/PY | | | |
| 1 | 218 | 242 | 262 | 194 | NICU | 15 | 1,716 | 2,136 | 1,835 | 16.40% |
| 2 | 1,662 | 1,437 | 1,399 | 1,328 | Med/Surg | 35 | 11,737 | 12,955 | 12,181 | 6.35% |
| 3 | 194 | 218 | 271 | 207 | ICU | 10 | 1,831 | 1,936 | 2,043 | -5.24% |
| 4 | 63 | 90 | 75 | 99 | Peds | 12 | 876 | 632 | 525 | 20.38% |
| 5 | 693 | 641 | 707 | 587 | Acute Rehab | 20 | 5,188 | 6,078 | 5,217 | 16.50% |
| 6 | 368 | 320 | 365 | 373 | OB/Gyn | 26 | 3,297 | 3,324 | 3,224 | 3.10% |
| 7 | 3,198 | 2,948 | 3,079 | 2,788 | TOTAL ACUTE | 118 | 24,645 | 27,061 | 25,025 | 8.14% |
| 8 | 445 | 330 | 513 | 463 | Psychiatric | 19 | 4,092 | 3,671 | 3,899 | -5.85% |
| 9 | 3,643 | 3,278 | 3,592 | 3,251 | TOTAL DAYS | 137 | 28,737 | 30,732 | 28,924 | 6.25% |
| 10 | 321 | 299 | 298 | 331 | Nursery | 18 | 2,925 | 2,753 | 2,883 | -4.51% |
| AVERAGE DAILY CENSUS | | | | | | | | | | |
| 11 | 80.8 | 82.4 | 76.5 | 71.0 | Acute | 98 | 71.0 | 76.6 | 72.3 | 5.95% |
| 12 | 22.4 | 22.9 | 22.8 | 18.9 | Acute Rehab | 20 | 18.9 | 22.2 | 19.0 | 16.84% |
| 13 | 14.4 | 11.8 | 16.5 | 14.9 | Psychiatric | 19 | 14.9 | 13.4 | 14.2 | -5.63% |
| 14 | 117.5 | 117.1 | 115.9 | 104.9 | TOTAL | 137 | 104.9 | 112.2 | 105.6 | 6.25% |
| 15 | 10.4 | 10.7 | 9.6 | 10.7 | Nursery | 18 | 10.7 | 10.0 | 10.5 | -4.76% |
| PERCENTAGE OF OCCUPANCY | | | | | | | | | | |
| 16 | 82.4% | 84.1% | 78.1% | 72.4% | Acute | | 72.4% | 78.2% | 73.8% | 5.9% |
| 17 | 93.3% | 95.4% | 95.0% | 78.8% | Acute Rehab | | 78.8% | 92.5% | 95.0% | -2.6% |
| 18 | 75.8% | 62.1% | 86.8% | 78.4% | Psychiatric | | 78.4% | 70.5% | 74.7% | -5.6% |
| 19 | 83.3% | 83.0% | 82.2% | 74.4% | TOTAL | | 74.4% | 79.6% | 77.1% | 3.2% |
| 20 | 57.8% | 59.4% | 53.3% | 59.4% | Nursery | | 59.4% | 55.6% | 58.3% | -4.8% |
| ADMISSIONS | | | | | | | | | | |
| 21 | 673 | 577 | 638 | 646 | Acute | | 5,707 | 5,625 | 5,592 | 0.59% |
| 22 | 53 | 47 | 50 | 43 | Acute Rehab | | 381 | 430 | 391 | 9.97% |
| 23 | 55 | 50 | 61 | 72 | Psychiatric | | 637 | 533 | 559 | -4.65% |
| 24 | 781 | 674 | 749 | 761 | TOTAL | | 6,725 | 6,588 | 6,542 | 0.70% |
| 25 | 184 | 165 | 170 | 181 | Nursery | | 1,602 | 1,573 | 1,578 | -0.32% |
| 26 | 191 | 171 | 175 | 219 | Deliveries | | 1,970 | 1,624 | 1,621 | 0.19% |
| DISCHARGES | | | | | | | | | | |
| 27 | 664 | 594 | 641 | 646 | Acute | | 5,707 | 5,732 | 5,687 | 0.79% |
| 28 | 49 | 48 | 50 | 43 | Acute Rehab | | 381 | 428 | 384 | 11.46% |
| 29 | 58 | 47 | 58 | 72 | Psychiatric | | 637 | 523 | 566 | -7.60% |
| 30 | 771 | 689 | 749 | 761 | TOTAL | | 6,725 | 6,683 | 6,637 | 0.69% |
| 31 | 170 | 148 | 155 | 181 | Nursery | | 1,602 | 1,437 | 1,490 | -3.56% |
| AVERAGE LENGTH OF STAY | | | | | | | | | | |
| 32 | 4.7 | 4.9 | 4.8 | 4.3 | Acute(Hospital wide no babies) | | 4.3 | 4.7 | 4.4 | 6.82% |
| 33 | 13.1 | 13.6 | 14.1 | 13.7 | Acute Rehab | | 13.6 | 14.1 | 13.3 | 6.02% |
| 34 | 2.6 | 2.8 | 2.5 | 2.5 | OB/Gyn | | 2.5 | 2.7 | 2.6 | 3.85% |
| 35 | 8.1 | 6.6 | 8.4 | 6.4 | Psychiatric | | 6.4 | 6.9 | 7.0 | -1.43% |
| 36 | 1.7 | 1.8 | 1.8 | 1.8 | Nursery | | 1.8 | 1.8 | 1.8 | 0.00% |
| OUTPATIENT VISITS | | | | | | | | | | |
| 37 | 4,815 | 3,943 | 4,317 | 3,823 | Emergency Room | | 33,791 | 39,734 | 37,573 | 5.75% |
| 38 | 463 | 392 | 427 | 441 | ER Admits | | 3,899 | 3,869 | 3,783 | 2.27% |
| 39 | 59.3% | 58.2% | 57.0% | 58.0% | ER Admits as a % of Admissions | | 58.0% | 58.7% | 57.8% | 1.56% |
| 40 | 5,785 | 5,633 | 6,397 | 6,052 | Clinic Visits | | 53,490 | 52,871 | 51,890 | 1.89% |
| ANCILLARY PROCEDURES BILLED | | | | | | | | | | |
| 41 | 50,330 | 42,832 | 47,521 | 39,833 | Lab Tests | | 352,072 | 400,934 | 366,479 | 9.40% |
| 42 | 3,386 | 3,311 | 3,747 | 2,964 | Radiology Procedures | | 26,197 | 29,311 | 30,475 | -3.82% |
| 43 | 188 | 164 | 196 | 187 | MRI Procedures | | 1,653 | 1,684 | 1,624 | 3.69% |
| 44 | 46 | 107 | 115 | 123 | Nuclear Med Procedures | | 1,085 | 929 | 1,084 | -14.30% |
| 45 | 1,037 | 929 | 1,134 | 933 | Ultrasound Procedures | | 8,244 | 9,386 | 8,828 | 6.32% |
| 46 | 1,437 | 1,395 | 1,492 | 1,327 | CT Scans | | 11,731 | 12,949 | 11,305 | 14.54% |
| 47 | 352 | 340 | 389 | 310 | Surgeries | | 2,789 | 3,149 | 2,759 | 14.14% |
| 48 | 7.21 | 7.36 | 7.79 | 7.87 | FTE'S PER AOB | | 7.87 | 7.60 | 7.50 | 1.33% |
| 49 | 1,213.9 | 1,232.8 | 1,238.2 | 1,153.4 | TOTAL PAID FTE'S | | 1,153.4 | 1,214.2 | 1,120.6 | 8.36% |
| 50 | 5,219 | 4,686 | 4,926 | 4,617 | ADJUSTED PATIENT DAYS | | 40,807 | 43,785 | 40,945 | 6.93% |

NATIVIDAD MEDICAL CENTER
STATEMENT OF REVENUES AND EXPENSES IN NET ASSETS- TREND-NORMALIZED
FOR FY2018

| | JUL-17 | AUG-17 | SEP-17 | OCT-17 | NOV-17 | DEC-17 | JAN-18 | FEB-18 | MAR-18 | APR-18 | MAY-18 | JUN-18 | YTD |
|--|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|--------|--------|--------|----------------|
| R E V E N U E | | | | | | | | | | | | | |
| Patient Revenue: | | | | | | | | | | | | | |
| 1 Inpatient | \$ 64,091,842 | \$ 65,939,137 | \$ 65,843,044 | \$ 68,420,254 | \$ 63,073,214 | \$ 67,354,866 | \$ 68,728,856 | \$ 64,145,796 | \$ 73,744,793 | | | | \$ 601,341,802 |
| 2 Pro Fees | 2,022,882 | 1,824,863 | 2,049,179 | 2,104,843 | 1,090,913 | 2,395,829 | 2,505,063 | 1,969,488 | 2,929,165 | | | | 19,693,225 |
| 3 Outpatient | 28,362,815 | 29,232,758 | 29,152,792 | 30,785,303 | 30,497,723 | 28,060,545 | 30,809,214 | 28,397,263 | 28,467,822 | | | | 263,766,235 |
| 4 Total Patient Revenue | 94,477,539 | 96,996,758 | 97,045,015 | 101,310,400 | 95,261,850 | 98,011,240 | 102,044,133 | 94,512,547 | 105,141,780 | | | | 884,801,262 |
| Deductions from revenue | | | | | | | | | | | | | |
| 5 Contractual Deductions | 69,354,132 | 72,092,912 | 72,577,106 | 75,714,974 | 73,179,328 | 72,923,980 | 77,900,737 | 72,609,956 | 79,795,005 | | | | 686,148,130 |
| 6 Bad Debt | 4,477,278 | 2,850,631 | 3,836,017 | 3,423,175 | 2,054,444 | 4,121,100 | 2,749,775 | 1,896,915 | 2,687,130 | | | | 28,096,465 |
| 7 Unable to Pay | 428,055 | 1,195,624 | 666,356 | 783,328 | 571,625 | 579,397 | 639,896 | 527,204 | 670,359 | | | | 6,068,044 |
| 8 Total Contractual Discounts | 74,259,465 | 76,139,167 | 77,079,479 | 79,921,477 | 75,811,597 | 77,624,477 | 81,290,408 | 75,034,075 | 83,152,494 | | | | 700,312,639 |
| 9 Net Patient Revenue | 20,218,074 | 20,857,591 | 19,965,536 | 21,388,923 | 19,450,253 | 20,386,763 | 20,753,725 | 19,478,472 | 21,989,286 | | | | 184,488,623 |
| 10 As a percent of Gross Revenue | 21.40% | 21.50% | 20.57% | 21.11% | 20.42% | 20.80% | 20.34% | 20.61% | 20.91% | | | | 20.85% |
| Total Government Funding | 3,792,550 | 3,792,898 | 3,793,294 | 8,697,592 | 3,794,088 | 3,164,470 | 3,112,922 | 4,954,475 | 3,112,287 | | | | 38,214,576 |
| Other Operating Revenue: | | | | | | | | | | | | | |
| 12 Rent Income | 101,373 | 101,373 | 101,373 | 101,373 | 463,517 | 118,060 | 118,060 | 118,061 | 118,059 | | | | 1,341,247 |
| 13 Interest Income | 58,333 | 58,333 | 58,333 | 58,333 | 208,650 | 58,333 | 58,333 | 227,147 | 58,333 | | | | 844,128 |
| 14 NMF Contribution | 60,000 | 60,000 | 60,000 | 60,000 | 60,000 | 60,000 | 60,000 | 60,000 | 60,000 | | | | 540,000 |
| 15 Total Other Operating Revenue | 346,604 | 176,681 | 315,015 | 276,016 | 729,898 | 244,016 | 709,716 | 361,926 | 288,641 | | | | 2,716,326 |
| 16 Total Other Operating Revenue | 566,310 | 396,365 | 534,721 | 495,722 | 729,898 | 480,409 | 946,109 | 767,134 | 525,033 | | | | 5,441,701 |
| TOTAL REVENUE | 24,576,934 | 25,046,854 | 24,293,551 | 30,582,237 | 23,974,239 | 24,031,642 | 24,812,756 | 25,200,081 | 25,626,606 | | | | 228,144,900 |
| EXPENSE | | | | | | | | | | | | | |
| Salaries, Wages & Benefits | 12,366,056 | 12,534,995 | 12,878,348 | 12,431,766 | 11,809,313 | 12,348,447 | 13,921,154 | 12,293,945 | 13,271,458 | | | | 113,855,482 |
| Registry | 249,758 | 319,373 | 345,765 | 379,056 | 318,483 | 323,306 | 312,195 | 312,478 | 449,385 | | | | 3,009,799 |
| Phys/Residents SWB & Contract Fees | 2,757,711 | 2,829,505 | 2,971,221 | 2,923,306 | 2,935,563 | 2,912,664 | 3,072,940 | 2,902,867 | 2,849,611 | | | | 26,155,388 |
| Purchased Services | 2,754,871 | 2,345,240 | 1,979,690 | 2,556,526 | 2,338,131 | 2,435,324 | 2,500,178 | 2,838,528 | 2,311,415 | | | | 22,059,903 |
| Supplies | 2,082,026 | 2,335,133 | 1,938,533 | 2,014,089 | 1,871,153 | 1,939,834 | 2,094,194 | 2,039,045 | 1,967,746 | | | | 18,281,753 |
| Insurance | 183,328 | 199,281 | 213,650 | 199,281 | 197,708 | 199,281 | 199,281 | 194,564 | 199,281 | | | | 1,785,664 |
| Utilities and Telephone | 295,777 | 348,777 | 335,075 | 314,598 | 381,806 | 197,742 | 223,163 | 240,479 | 246,556 | | | | 2,583,973 |
| Interest Expense | 214,883 | 200,196 | 200,196 | 200,196 | 200,196 | 200,196 | 200,196 | 180,741 | 180,741 | | | | 1,777,538 |
| Depreciation & Amortization | 965,471 | 965,130 | 965,090 | 972,038 | 964,462 | 1,010,964 | 967,065 | 1,054,809 | 1,007,524 | | | | 8,872,553 |
| Other Operating Expense | 346,303 | 458,909 | 517,214 | 457,058 | 470,662 | 451,754 | 507,147 | 632,291 | 514,910 | | | | 4,356,248 |
| TOTAL EXPENSE | 22,216,184 | 22,536,539 | 22,344,791 | 22,447,914 | 21,487,476 | 22,019,512 | 23,997,511 | 22,889,747 | 22,998,627 | | | | 202,738,301 |
| NET INCOME(LOSS) | 2,360,750 | 2,510,315 | 1,948,760 | 8,134,323 | 2,486,763 | 2,012,130 | 815,245 | 2,510,334 | 2,627,979 | | | | 25,406,599 |
| Normalization for Extraordinary Items | | | | | | | | | | | | | |
| Medical Managed Care Rate Range FY15-16 | - | - | - | (4,008,924) | - | - | - | - | - | | | | (4,008,924) |
| AB915 Medi-Cal OP New Eligible | - | - | - | - | - | - | - | (1,818,033) | - | | | | (1,818,033) |
| For Future Use | - | - | - | - | - | - | - | - | - | | | | - |
| Total Extraordinary Items | - | - | - | (4,008,924) | - | - | - | (1,818,033) | - | | | | (5,826,957) |
| NET INCOME BEFORE Extraordinary Items | \$ 2,360,750 | \$ 2,510,315 | \$ 1,948,760 | \$ 4,125,399 | \$ 2,486,763 | \$ 2,012,130 | \$ 815,245 | \$ 692,301 | \$ 2,627,979 | | | | \$ 19,579,642 |
| CAPITAL CONTRIBUTIONS | | | | | | | | | | | | | |
| County Contribution | | | | | | | | | | | | | |
| CHANGE IN NET ASSETS | \$ 2,360,750 | \$ 2,510,315 | \$ 1,948,760 | \$ 8,134,323 | \$ 2,486,763 | \$ 2,012,130 | \$ 815,245 | \$ 2,510,334 | \$ 2,627,979 | | | | \$ 25,406,599 |

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NATIVIDAD MEDICAL CENTER
STATEMENT OF REVENUES AND EXPENSES & CHANGES IN NET ASSETS PER ADJUSTED PATIENT DAY
AS OF MARCH, 2018

| | CURRENT MONTH | | | | YEAR-TO-DATE | | | | UNAUDITED | |
|----|---------------------------------|--------|-----------------------|--------|--------------|--------|-----------------------|-----------|------------------|--------|
| | Actual | Budget | Variance fav. (unfav) | | Actual | Budget | Variance fav. (unfav) | | Prior Yr Average | |
| | | | \$ VAR. | % VAR | | | \$ VAR. | % VAR | | |
| | 4,926 | 4,617 | 308 | 6.7% | 43,785 | 40,807 | 2,978 | 7.3% | | 40,726 |
| | REVENUE | | | | | | | | | |
| | ADJUSTED PATIENT DAYS | | | | | | | | | |
| | Patient Revenue: | | | | | | | | | |
| 1 | \$ | \$ | \$ | 7.2 % | \$ | \$ | \$ | -3.4% | \$ | \$ |
| 2 | 14,972 | 13,968 | 1,004 | 43.3 | 13,734 | 14,224 | (490) | 6.5 | 14,000 | |
| 3 | 595 | 415 | 180 | (321) | 450 | 422 | 27 | (188) | 447 | |
| 4 | 5,780 | 6,100 | (321) | (5.3) | 6,024 | 6,212 | (188) | (3.0) | 6,004 | |
| 5 | 21,346 | 20,483 | 863 | 4.2 | 20,208 | 20,859 | (651) | (3.1) | 20,451 | |
| 6 | 16,200 | 15,559 | (641) | (4.1) | 15,214 | 15,845 | 630 | 4.0 | 15,549 | |
| 7 | 546 | 680 | 134 | 19.7 | 642 | 692 | 51 | 7.3 | 519 | |
| 8 | 136 | 157 | 21 | 13.6 | 139 | 160 | 22 | 13.6 | 157 | |
| 9 | 16,882 | 16,396 | (486) | (3.0) | 15,995 | 16,697 | 703 | 4.2 | 16,224 | |
| 10 | 4,464 | 4,087 | 378 | 9.2 | 4,214 | 4,162 | 52 | 1.2 | 4,227 | |
| 11 | 20.91% | 19.95% | | | 20.85% | 19.95% | | | 20.67% | |
| | 632 | 782 | (150) | (19.2) | 873 | 796 | 77 | 9.6 | 1,079 | |
| | Total Government Funding | | | | | | | | | |
| | Other Operating Revenue: | | | | | | | | | |
| 12 | 24 | 26 | (2) | (6.7) | 31 | 26 | 4 | 17.1 | 16 | |
| 13 | 12 | 13 | (1) | (6.3) | 19 | 13 | 6 | 49.9 | 16 | |
| 14 | 12 | 13 | (1) | (6.3) | 12 | 13 | (1) | (6.8) | 17 | |
| 15 | 59 | 78 | (20) | (25.1) | 62 | 80 | (18) | (22.1) | 71 | |
| 16 | 107 | 130 | (23) | (17.7) | 124 | 132 | (8) | (5.8) | 121 | |
| 17 | 5,203 | 4,998 | 205 | 4.1 | 5,211 | 5,090 | 121 | 2.4 | 5,427 | |
| | TOTAL REVENUE | | | | | | | | | |
| | EXPENSE | | | | | | | | | |
| 18 | 2,694 | 2,642 | (52) | (2.0) | 2,600 | 2,691 | 90 | 3.4 | 2,545 | |
| 19 | 91 | 59 | (32) | (65.1) | 69 | 60 | (9) | (14.8) | 78 | |
| 20 | 584 | 584 | 6 | 1.0 | 595 | 595 | (0) | (0.1) | 629 | |
| 21 | 469 | 608 | 139 | 22.8 | 506 | 619 | 114 | 18.3 | 615 | |
| 22 | 399 | 460 | 61 | 13.2 | 418 | 469 | 51 | 11.0 | 483 | |
| 23 | 40 | 39 | (1) | (2.9) | 41 | 40 | (1) | (1.9) | 36 | |
| 24 | 50 | 60 | 10 | 16.5 | 59 | 61 | 2 | 3.3 | 59 | |
| 25 | 37 | 45 | 8 | 18.4 | 41 | 46 | 5 | 11.3 | 47 | |
| 26 | 205 | 239 | 34 | 14.3 | 203 | 243 | 40 | 16.6 | 217 | |
| 27 | 105 | 94 | (10) | (10.8) | 99 | 96 | (3) | (3.6) | 110 | |
| 28 | 4,669 | 4,831 | 162 | 3.4 | 4,630 | 4,920 | 290 | 5.9 | 4,818 | |
| | TOTAL EXPENSE | | | | | | | | | |
| 29 | 534 | 167 | 367 | 219.9 | 580 | 170 | 410 | 241.6 | 609 | |
| | NET INCOME(LOSS) | | | | | | | | | |
| | CAPITAL CONTRIBUTIONS | | | | | | | | | |
| 31 | - | - | - | - | - | - | - | - | - | |
| 32 | - | - | - | - | - | - | - | - | - | |
| 33 | - | - | - | - | - | - | - | - | - | |
| | County Contribution | | | | | | | | | |
| 34 | \$ | \$ | \$ | 220 % | \$ | \$ | \$ | 241.629 % | \$ | \$ |
| | 534 | 167 | 367 | | 580 | 170 | 410 | | 609 | |

**NATIVIDAD MEDICAL CENTER
BALANCE SHEET
AS OF MARCH 31, 2018**

| | | UNAUDITED | | | | |
|----|----|---------------|----------------|------------------|-----------------|--------|
| | | CURRENT MONTH | | YEAR - TO - DATE | | |
| | | BEGINNING | ENDING | BEGINNING | INC/(DEC) | |
| | | | | | % CHG. | |
| 1 | \$ | 56,374,703 | \$ 43,235,589 | \$ 90,005,888 | \$ (46,770,299) | (52.0) |
| 2 | | 3,200,000 | 3,200,000 | 3,200,000 | - | - |
| 3 | | 33,217,280 | 35,415,268 | 31,547,298 | 3,867,970 | 12.3 |
| 4 | | 16,666,910 | 30,117,356 | 12,250,993 | 17,866,363 | 145.8 |
| 5 | | 4,949,251 | 5,336,830 | 5,336,830 | 1,991,868 | 59.5 |
| 6 | | 6,220,772 | 5,658,387 | 4,044,913 | 1,613,474 | 39.9 |
| 7 | | 120,628,916 | 122,963,430 | 144,394,054 | (21,430,624) | (14.8) |
| 8 | | | | | | |
| 9 | | 291,806,618 | 292,973,093 | 287,737,666 | 5,235,427 | 1.8 |
| 10 | | (170,482,671) | (171,490,195) | (162,617,642) | (8,872,553) | (5.5) |
| 11 | | 121,323,947 | 121,482,898 | 125,120,024 | (3,637,126) | (2.9) |
| 12 | | 109,544,040 | 109,494,594 | 42,843,130 | 66,651,464 | 155.6 |
| 13 | | - | - | - | - | - |
| 14 | | 325,412 | 325,412 | - | - | - |
| 15 | | 325,412 | 325,412 | 324,707 | 705 | 0.2 |
| 16 | \$ | 351,822,315 | \$ 354,266,334 | \$ 312,681,915 | \$ 41,584,419 | 13.3 |
| | | | | | | |
| 17 | | 15,441,342 | 16,525,908 | 12,933,162 | 3,592,746 | 27.8 |
| 18 | | 5,872,082 | 6,181,839 | 6,993,637 | (811,798) | (11.6) |
| 19 | | 44,217,451 | 44,119,336 | 29,015,717 | 15,103,619 | 52.1 |
| 20 | | 3,752,345 | 3,752,345 | 3,572,345 | 180,000 | 5.0 |
| 21 | | 12,548,095 | 11,084,404 | 9,087,856 | 1,996,548 | 22.0 |
| 22 | | 81,831,315 | 81,663,832 | 61,602,717 | 20,061,115 | 32.6 |
| | | | | | | |
| 23 | | - | - | - | - | - |
| 24 | | - | - | - | - | - |
| 25 | | 42,356,643 | 42,340,166 | 46,223,461 | (3,883,295) | (8.4) |
| 26 | | 42,356,643 | 42,340,166 | 46,223,461 | (3,883,295) | (8.4) |
| | | | | | | |
| 27 | | 204,855,737 | 204,855,737 | 204,855,737 | - | - |
| 28 | | 22,778,620 | 25,406,599 | - | 25,406,599 | 100.0 |
| 29 | | 227,634,357 | 230,262,336 | 204,855,737 | 25,406,599 | 12.4 |
| 30 | \$ | 351,822,315 | \$ 354,266,334 | \$ 312,681,915 | \$ 41,584,419 | 13.3 |

NATIVIDAD MEDICAL CENTER
STATE AND COUNTY RECEIVABLES

AS OF 03/31/18

BALANCE SHEET

| | Req. Balance | Accruals | Reversals and Reclassses | Medi-Cal Waiver | GPP /PRIME | IGT | Payments | Ending Balance |
|--------------------------------|----------------------|----------------------|-----------------------------|--------------------|-------------|---------------------|------------------------|----------------------|
| Medi-Cal Waiver (DSH +SNCP) | \$ 7,020,228 | 21,772,503 | | | | 28,421,250 | (40,416,886) | 16,797,095 |
| EHR Meaningfull Use | 599,373 | | | | | | | 599,373 |
| Hospital Fee | 3,699,245 | 1,093,446 | | | | | (2,149,455) | 2,643,236 |
| CCAH IGT FY15-16 | - | | 4,008,924 | | | 11,062,953 | (9,163,705) | 5,908,172 |
| New Enrollees | - | | | | | 552,441 | | 552,441 |
| SB1732 | - | 2,624,994 | | | | | (3,296,668) | (671,674) |
| AB 915 | - | 3,603,029 | | | | | (1,818,033) | 1,784,996 |
| Prison Pass-through payments | - | | | | | | | - |
| A/R Office Buildings | (258,694) | 1,759,937 | | | | | (1,442,099) | 59,144 |
| A/R Manco Abbott | - | 472,132 | | | | | (447,218) | 24,914 |
| Interest Accrued Positive Cash | (92,257) | 844,128 | | | | | (669,130) | 82,741 |
| Accrued Donations | 1,257,167 | 540,000 | | | | | (142,320) | 1,654,847 |
| A/R Jail-PG&E | 27 | 466,510 | | | | | (118,730) | 347,807 |
| Health Department | 25,903 | 1,406,556 | | | | | (1,080,028) | 352,431 |
| Ryan White & EIP A/R | - | 187,497 | (68,819) | | | | (136,845) | (18,167) |
| STATE RECEIVABLES | \$ 12,250,992 | \$ 34,770,732 | \$ 3,940,105 | \$ - | \$ - | \$40,036,644 | \$ (60,881,117) | \$ 30,117,356 |

P & L

| | YTD Mar-18 |
|----------------------------------|----------------------|
| Medi-Cal DSH /SNCP/PHYS SPA | \$ 9,847,503 |
| PRIME Y3 | 11,925,000 |
| CCAH Rate Range IGT FY15-16 | 4,008,924 |
| Hospital Fee | 1,093,446 |
| HPE | 43,724 |
| HD Residency Support | (375,003) |
| New Enrollees | 4,235,303 |
| AB915 | 3,603,029 |
| Medicare GME | 981,914 |
| SB 1732 | 2,624,994 |
| Ryan White & SAMHSA GRANTS | 225,742 |
| GOVERNMENT FUNDING INCOME | \$ 38,214,576 |

**NATIVIDAD MEDICAL CENTER
STATEMENT OF CASH FLOWS
AS OF MARCH 31, 2018**

| | CURRENT MONTH | YEAR - TO - DATE |
|----|---------------|------------------|
| 1 | \$ 59,574,703 | \$ 93,205,888 |
| 2 | | |
| 3 | 2,627,979 | 25,406,599 |
| 4 | - | - |
| 5 | 1,007,524 | 8,872,553 |
| 6 | 3,635,503 | 34,279,152 |
| 7 | | |
| 8 | (2,197,988) | (3,867,970) |
| 9 | (13,450,446) | (17,866,363) |
| 10 | 174,806 | (3,605,342) |
| 11 | 1,084,566 | 3,592,746 |
| 12 | 309,757 | (811,798) |
| 13 | (98,115) | 15,103,619 |
| 14 | - | - |
| 15 | (1,463,691) | 1,996,548 |
| 16 | (15,641,111) | (5,458,560) |
| 17 | | |
| 18 | | |
| 19 | (1,166,475) | (5,235,427) |
| 20 | - | - |
| 21 | (1,166,475) | (5,235,427) |
| 22 | | |
| 23 | - | 180,000 |
| 24 | (16,477) | (3,883,295) |
| 25 | 49,446 | (66,651,464) |
| 26 | - | (705) |
| 27 | | |
| 28 | 32,969 | (70,355,464) |
| 29 | (13,139,114) | (46,770,299) |
| 30 | \$ 46,435,589 | \$ 46,435,589 |

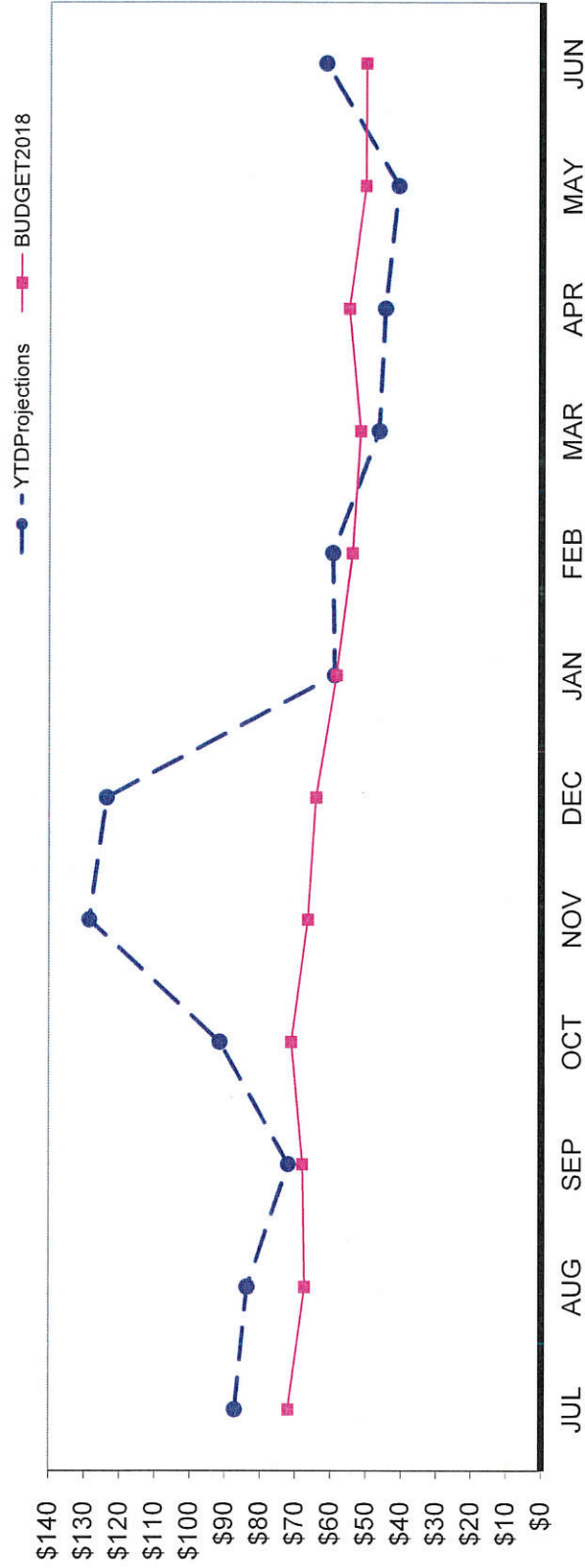
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NATIVIDAD MEDICAL CENTER
RECONCILIATION OF GOVERNMENT FUNDING
FISCAL YEAR 2018

| | <u>BDGT-18</u> | <u>ESTIMATE</u> <u>FY2018</u> | <u>Variance to Budget</u> |
|-------------------------|------------------|----------------------------------|---------------------------|
| Medi-Cal DSH Waiver | \$ 12,330,000 | \$ 12,330,000 | \$ - |
| PRIME Y3 | 15,900,000 | 15,900,000 | \$ - |
| New Enrollees FY17-18 | 5,843,712 | 4,235,303 | \$ (1,608,409) |
| AB915 | 2,380,000 | 3,776,978 | \$ 1,396,978 |
| SB1732 | 3,500,000 | 3,996,000 | \$ 496,000 |
| CCAH Rate Range FY15-16 | - | 4,008,924 | \$ 4,008,924 |
| HIV Grants | 250,000 | 250,000 | \$ - |
| Physician SPA | 800,000 | 800,000 | \$ - |
| HD Residency Support | (500,000) | (500,000) | \$ - |
| Medicare GME & B/D | 1,352,000 | 1,352,000 | \$ - |
| Provider Fee | <u>1,457,922</u> | <u>912,000</u> | <u>(545,922)</u> |
| | \$ 43,313,634 | \$ 47,061,205 | \$ 3,747,571 |



Cash Flow Performance Fiscal Year 2018 (in Millions)



| Months | Jul | Aug | Sep | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May | Jun |
|----------|------|------|------|------|-------|-------|------|------|-------|--------|-------|------|
| YTD | 87.0 | 83.6 | 71.9 | 91.4 | 128.5 | 123.6 | 58.9 | 59.6 | 46.4 | 44.8 | 41.0 | 61.7 |
| BDGT | 72.0 | 67.3 | 67.8 | 71.1 | 66.4 | 64.1 | 58.4 | 53.9 | 51.6 | 55.0 | 50.2 | 50.2 |
| Variance | 15.1 | 16.3 | 4.1 | 20.4 | 62.1 | 59.5 | 0.5 | 5.6 | (5.2) | (10.2) | (9.3) | 11.5 |

NATIVIDAD MEDICAL CENTER
CASH FORECAST
FISCAL YEAR 17-18

| | ACTUAL JUL | ACTUAL AUG | ACTUAL SEP | ACTUAL OCT | ACTUAL NOV | ACTUAL DEC | ACTUAL JAN | ACTUAL FEB | ACTUAL MAR | Projection APR | Projection MAY | Projection JUN | Projection YTD |
|--|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|-------------------|-------------------|-------------------|-------------------|
| Beginning Balance | 93,189,908 | 87,019,713 | 83,567,348 | 71,927,564 | 91,435,435 | 128,531,490 | 123,550,466 | 58,913,855 | 59,555,082 | 46,426,848 | 44,778,855 | 40,958,442 | 93,189,908 |
| CASH RECEIPTS | | | | | | | | | | | | | |
| Patient Revenues (incl pro fees and lab cop) | 18,801,174 | 19,492,336 | 17,317,274 | 21,133,228 | 21,487,443 | 18,802,603 | 19,321,906 | 20,251,544 | 19,192,218 | 18,438,045 | 19,058,429 | 18,438,045 | 231,934,245 |
| Provider Fee | - | - | - | 1,560,628 | 683,305 | - | - | - | 444,529 | - | - | 728,961 | 2,754,118 |
| Med-Cd HPE | 679,028 | 679,976 | 680,372 | 1,532,022 | 683,305 | - | - | - | - | - | - | - | 4,235,303 |
| Med-Cd HPE | - | - | - | 43,724 | - | - | - | - | - | - | - | - | 43,724 |
| SHORT DOYLE | - | - | 696,423 | 348,808 | 247,151 | 388,106 | 298,387 | 326,381 | 301,739 | 173,460 | 173,460 | 173,460 | 3,088,374 |
| HIV GRANTS | - | - | 40,865 | 17,597 | 44,715 | 27,824 | 25,881 | 20,383 | 66,513 | 20,833 | 20,833 | 20,833 | 306,408 |
| CCAH Rate Range FY15-16 & FY16-17 | - | - | - | 9,163,705 | - | - | - | - | - | - | - | - | 19,080,493 |
| CCAH PROVIDER INCENTIVE GRANT | 112,500 | 950 | - | 1,216,641 | 305,474 | 143,371 | - | 133,019 | 139,374 | 175,000 | 175,000 | 175,000 | 1,330,091 |
| HEALTH DEPARTMENT RETIMS | - | - | - | 170,349 | - | - | - | - | - | - | - | - | 1,561,310 |
| Juvenile Hall Medical Services/Prohibition | - | - | - | - | - | - | - | - | - | - | - | - | 350,253 |
| AB915 | - | - | - | - | - | - | - | - | - | - | - | - | 350,253 |
| GPP Y1 Fund Payment | - | - | - | - | - | - | - | - | - | - | - | - | 3,776,878 |
| GPP Y2 4th QTR | - | - | - | - | - | - | - | - | - | - | - | - | 205,553 |
| RSJME | - | - | - | - | - | - | - | - | - | - | - | - | 8,107,827 |
| RVIS SPA | - | - | - | - | - | - | - | - | - | - | - | - | 25,782,507 |
| SBI732 | - | - | - | - | - | - | - | - | - | - | - | - | 32,624,746 |
| Foundation | - | - | - | - | - | - | - | - | - | - | - | - | 800,000 |
| TIME BIVEWEEKLY | - | - | - | - | - | - | - | - | - | - | - | - | 700,000 |
| Bent Income | 103,096 | 103,096 | 103,096 | 103,096 | 103,096 | 154,644 | 103,096 | 106,232 | 102,462 | 105,000 | 105,000 | 105,000 | 1,258,914 |
| CCAH MCE to Gov FY15-16 | 17,388 | 34,782 | 63,538 | 133,555 | 57,970 | 527,334 | 57,970 | 45,827 | 75,388 | 94,667 | 94,667 | 94,667 | 1,297,753 |
| Interest Income | - | - | - | 325,317 | - | - | - | - | - | - | - | - | 16,191,044 |
| Fund 404 Transfer | - | - | - | - | - | - | - | - | - | - | - | - | 841,130 |
| Miscellaneous Revenue | 15,992 | 71,896 | 237,706 | 150,975 | 63,708 | 226,106 | 328,942 | - | 355,943 | 1,501,824 | 1,205,565 | 2,715,390 | 5,633,570 |
| Total Cash Receipts | 19,723,747 | 20,733,342 | 19,099,405 | 55,013,505 | 58,812,968 | 20,270,988 | 27,825,547 | 21,227,189 | 22,487,189 | 31,112,696 | 21,033,744 | 52,492,342 | 367,888,591 |
| CASH DISBURSEMENTS | | | | | | | | | | | | | |
| Purchased Services and Supplies | 7,583,906 | 5,832,819 | 7,548,788 | 7,656,490 | 5,831,361 | 7,718,513 | 10,138,113 | 7,039,442 | 7,203,092 | 7,869,481 | 8,125,597 | 7,869,481 | 90,486,084 |
| H-O Clinic Incentive and GPP Y2 Transfer | - | - | - | - | - | - | - | - | - | - | - | - | 1,017,965 |
| AB95 [G] Jan-Jun 2017 | - | - | - | - | - | - | - | - | - | - | - | - | 552,441 |
| Rate Range Allocation Fee FY15-16 & FY16-17 | 859,130 | 4,255,651 | - | - | - | - | - | - | - | - | - | - | 1,688,508 |
| Rate Range GGT FY15-16 & FY16-17 | - | - | - | - | - | - | - | - | - | - | - | - | 9,254,045 |
| RSJME D112 & D113 LGT | - | - | - | - | - | - | - | - | - | - | - | - | 16,312,448 |
| GPP Y1 LGT | 50,437 | - | - | - | - | - | - | - | - | - | - | - | 50,437 |
| GPP Y2 4th QTR LGT | - | - | - | - | - | - | - | - | - | - | - | - | 4,757,574 |
| GPP Y3 QTR LGT | - | - | - | - | - | - | - | - | - | - | - | - | 15,250,865 |
| BOE Q1 Sales and Use Tax | 18,312 | - | - | - | - | - | - | - | - | - | - | - | 18,312 |
| Building Lease / Rental Equipment | 229,975 | 235,347 | 271,515 | 202,065 | 225,742 | 254,593 | 291,521 | 277,750 | 202,065 | 202,065 | 202,065 | 202,065 | 2,796,758 |
| CCP Principal & Interest Payments | 4,646,366 | - | - | - | - | - | - | - | - | - | - | - | 5,626,484 |
| Payroll and Benefits | 12,480,299 | - | - | - | - | - | - | - | - | - | - | - | 159,977,942 |
| Expenditure Care | - | - | - | - | - | - | - | - | - | - | - | - | 288,469 |
| COWCAP | - | - | - | - | - | - | - | - | - | - | - | - | 3,328,858 |
| FY17-18 MCH MOU | 176,749 | 188,653 | 202,144 | 103,307 | 95,220 | 199,623 | 57,433 | 97,090 | 98,102 | 400,000 | 400,000 | 400,000 | 1,053,306 |
| Rate Range Allocation Fee FY15-16 & FY16-17 | - | - | - | - | - | - | - | - | - | - | - | - | 1,053,306 |
| Transfer from Fund 451 to Fund 001 Strategic | - | - | - | - | - | - | - | - | - | - | - | - | 2,340,282 |
| Transfer from Fund 451 to Fund 004 | - | - | - | - | - | - | - | - | - | - | - | - | 2,340,282 |
| Capital Expenditures FY18 | 703,878 | 457,298 | 688,255 | 1,253,480 | 651,480 | 63,070 | 115,323 | 135,168 | 1,156,405 | 1,214,918 | 2,734,653 | 2,734,653 | 10,697,463 |
| Capital Expenditures Fund 404 | - | - | - | - | - | - | - | - | - | - | - | - | 10,697,463 |
| Total Cash Disbursements | 25,889,942 | 24,185,707 | 30,739,189 | 35,504,534 | 19,717,913 | 25,212,012 | 32,502,158 | 20,575,972 | 35,635,433 | 32,760,598 | 24,854,157 | 31,744,491 | 399,332,226 |
| Increase/(Decrease) | (6,170,195) | (3,452,365) | (11,639,784) | 19,508,671 | 37,095,055 | (4,941,024) | (64,676,612) | (651,227) | (13,138,234) | (1,647,993) | (3,820,413) | (20,707,850) | (31,523,615) |
| Ending Cash Fund 451 | 87,019,713 | 83,567,348 | 71,927,564 | 91,435,435 | 128,531,490 | 123,550,466 | 58,913,855 | 59,555,082 | 46,426,848 | 44,778,855 | 40,958,442 | 61,666,293 | 61,666,293 |
| (*) Credit Card Account - Fund 27 | - | - | - | - | - | - | - | - | - | - | - | - | - |
| (*) Petty Cash | 9,854 | 8,628 | 1,095 | 2,437 | 5,093 | 2,560 | 3,111 | 5,941 | 5,081 | - | - | - | 77,632,346 |
| Capital Expenditures | 3,680 | 3,680 | 3,680 | 3,680 | 3,680 | 3,680 | 3,680 | 3,680 | 3,680 | - | - | - | - |
| Ending Cash Fund 404 | 87,033,247 | 83,579,656 | 71,932,339 | 91,442,932 | 128,540,253 | 123,556,706 | 58,920,646 | 59,574,703 | 46,435,969 | 44,778,855 | 40,958,442 | 61,666,293 | 61,666,293 |
| Fund 404 | | | | | | | | | | | | | |
| Beginning Balance | 21,044,956 | 21,044,956 | 21,044,956 | 21,044,956 | 21,044,956 | 21,044,956 | 21,044,956 | 21,044,956 | 21,044,956 | 21,044,956 | 21,044,956 | 21,044,956 | 21,044,956 |
| Transfer In from 451 | - | - | - | - | - | - | - | - | - | - | - | - | - |
| Capital Expenditures | - | - | - | - | - | - | - | - | - | - | - | - | - |
| Ending Cash Fund 404 | 21,044,956 | 21,044,956 | 21,044,956 | 21,044,956 | 21,044,956 | 21,044,956 | 21,044,956 | 21,044,956 | 21,044,956 | 21,044,956 | 21,044,956 | 21,044,956 | 21,044,956 |
| Ending Cash Fund 451 & 404 | 108,054,709 | 104,612,344 | 92,972,560 | 112,481,431 | 149,576,486 | 144,635,462 | 139,855,326 | 140,506,553 | 127,368,319 | 123,885,247 | 118,990,788 | 135,960,704 | 135,960,704 |

MONTEREY COUNTY BOARD OF SUPERVISORS BOARD REPORT

Pacific Health Alliance Pilot Program Amendment No. 1

Legistar Number:

..Title

- a. Authorize the Chief Executive Officer of Natividad Medical Center (NMC) to execute Amendment No. 1 ("Amendment") to Pacific Health Alliance Pilot Project Agreement, to extend the Third Party Administrator (TPA) Services for the County of Monterey's Pilot Project for the Remaining Uninsured, for an additional amount not to exceed \$200,000, effective July 1, 2018 through a run out period of December 31, 2019, subject to further review and approval of County Counsel and the County-Auditor Controller;
- b. Approve and authorize the Chief Executive Officer of NMC to sign up to three (3) one-year amendments that do not exceed ten percent (10%) (\$20,000) of the original Agreement amount and do not significantly alter the scope of services.

..Report

RECOMMENDATION:

It is recommended the Board of Supervisors:

- a. Authorize the Chief Executive Officer of Natividad Medical Center (NMC) to execute Amendment No. 1 ("Amendment") to Pacific Health Alliance Pilot Project Agreement, to extend the Third Party Administrator (TPA) Services for the County of Monterey's Pilot Project for the Remaining Uninsured, for an additional amount not to exceed \$200,000, effective July 1, 2018 through a run out period of December 31, 2019, subject to further review and approval of County Counsel and the County-Auditor Controller;
- b. Approve and authorize the Chief Executive Officer of NMC to sign up to three (3) one-year amendments that do not exceed ten percent (10%) (\$20,000) of the original Agreement amount and do not significantly alter the scope of services.

SUMMARY/DISCUSSION:

The Affordable Care Act (ACA) was enacted to provide Medicaid (Medi-Cal) and other coverage options through the exchange to many low-income individuals with the goal of decreasing the number of uninsured individuals. However, many Monterey County residents remain uninsured and unable to pay for costly medical care, procedures and prescription medications. Of the uninsured, it is estimated that there are approximately 30,000 to 50,000 adult residents over the age of 18 living in Monterey County without any medical insurance due to their documentation status.

In response to this need, the Board of Supervisors approved an allocation of \$500,000 of General Fund dollars in August 2015 establishing the County's Pilot Project for the Remaining Uninsured to provide limited scope pharmaceuticals, laboratory tests and radiology services. These services were provided by the Health Department's Federally Qualified look-alike health clinics which are mandated by HRSA (Health Resources and Services Administration), to provide medical care to all patients regardless of ability to pay and by Natividad Medical Center. The County's Pilot Project for the Remaining Uninsured was implemented in November 2015 through September 2017 and served approximately 2,005 individuals.

In May 2017, the Board of Supervisors directed staff to proceed with implementation of an expanded Pilot Project allowing for the provision of primary and specialty care ambulatory services for fiscal year 2017/2018 with NMC enterprise funds of \$1.8 million and \$200,000 for TPA services.

On June 27, 2017, the Board of Supervisors approved and authorized the Agreement with Pacific Health Alliance (PHA) for Third Party Administrator (TPA) Services for the County of Monterey's Pilot Project for the Remaining Uninsured, for up to \$200,000, effective July 1, 2017 through June 30, 2018 to assist with the program management and reporting. The project, named Esperanza Care, became effective October 1, 2017. The enrollment cap of 2,500 individuals was raised to 3,500 by the Board of Supervisors effective April 1, 2018.

It is presumed that the Esperanza Care project will roll over to fiscal year 2018/2019 with the same scope of services and an additional expenditure of \$2 million from the NMC enterprise fund. Enrollees in the project will be required to re-apply for the project at least annually.

Natividad Medical Center is working on an amendment with PHA to provide for TPA services for fiscal year 2018/2019. To ensure a smooth transition to the next fiscal year, NMC is seeking authorization to execute Amendment 1, effective July 1, 2018 subject to further review and approval of County Counsel and the County Auditor Controller offices.

OTHER AGENCY INVOLVEMENT:

County Counsel and the County Auditor Controller offices will approve the final Amendment 1. The Amendment has been reviewed and approved by NMC's Finance Committee on April 26, 2018 and by the NMC Board of Trustees on May 4, 2018.

FINANCING:

There is no impact to the General Fund.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

- ☐ Economic Development
- ☐ Administration
- ☒ Health and Human Services

This amendment provides for the smooth transition of the existing Pilot Project for the Remaining Uninsured for fiscal year 2018/2019. It offers equitable opportunities for health choices and healthcare which will improve the health and quality of life for Monterey County residents.

- ☐ Infrastructure
- ☐ Public Safety

Prepared by: Nancy Majewski, Managed Care Operations Manager, 783-2385

Approved by: Gary R. Gray, DO, Chief Executive Officer, 783-2504