



# County of Monterey

Board of Supervisors  
Chambers  
168 W. Alisal St., 1st Floor  
Salinas, CA 93901

## Board Report

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**File #:** A 22-109, **Version:** 1

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- a. Authorize the Chief Executive Officer for Natividad Medical Center (NMC) or his designee to execute amendment No. 1 to the agreement with Kirby Bates Associates for interim leadership services, and adding \$200,000 for a revised total agreement amount not to exceed \$300,000, with no change to the term Agreement January 1, 2022 through December 31, 2022.
- b. Authorize the Chief Executive Officer 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.

### **RECOMMENDATION:**

#### **It is recommended the Board of Supervisors:**

- a. Authorize the Chief Executive Officer for Natividad Medical Center (NMC) or his designee to execute amendment No. 1 to the agreement with Kirby Bates Associates for interim leadership services, and adding \$200,000 for a revised total agreement amount not to exceed \$300,000, with no change to the term Agreement January 1, 2022 through December 31, 2022.
- b. Authorize the Chief Executive Officer 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.

### **SUMMARY/DISCUSSION:**

Clinic Management is the continuous process of abiding by legal, ethical, and professional standards applicable to a healthcare organization. Clinic management requires the effective development of processes, policies, and procedures to define appropriate conduct, educate staff, and monitor adherence to these guidelines. Clinic management encompasses many areas including patient care, reimbursement, billing, managed care, OSHA, and HIPAA privacy and security.

With the retirement of the RN providing this oversight, this firm is being retained to provide interim clinic management services until NMC is able to identify and hire a replacement employee.

### **OTHER AGENCY INVOLVEMENT:**

The Office of County Counsel has reviewed and approved this amendment No. 1 as to form, and the Auditor-Controller has reviewed and approved as to payment provisions. The amendment No. 1 has also been reviewed and approved by NMC's Finance Committee and by its Board of Trustees on March 11, 2022.

### **FINANCING:**

The cost for this amendment No. 1 is \$200,000 of which \$100,000 is included in the Fiscal Year 2021-22 Adopted Budget. Amounts for remaining years of the agreement will be included in those budgets as appropriate.

### **BOARD OF SUPERVISORS STRATEGIC INITIATIVES:**

This action ensures Natividad's compliance with all applicable state and federal laws requiring clinic/RN leadership and that these essential services will remain available to patients and the community.

☐ Economic Development  
☒ Administration

☒ Health and Human Services  
☐ Infrastructure  
☐ Public Safety

Prepared by: Janine Bouyea, Assistant Administrator, Human Resources Department, 783-2701  
Approved by: Charles R. Harris, Chief Executive Officer, 783-2504

Attachments:

Kirby Bates Associates Amendment 1  
Kirby Bates Associates Agreement

Attachments on file with the Clerk of the Board