

# AGENDA

## Petaluma Health Care District Board of Directors

Board Meeting

Date/Time: Wednesday, April 15, 2020; 5:00 pm – 8:00 pm

Zoom Videoconference

**\*\*\*PLEASE NOTE ZOOM VIDEOCONFERENCE INFORMATION BELOW\*\*\***

Due to the COVID-19 pandemic and the California Governor issuing an executive order suspending certain portions of the Brown Act, the Petaluma Health Care District's regularly scheduled Board meeting for Wednesday, April 15, 2020 at 5:00 pm will be a virtual meeting.

<https://zoom.us/j/512962874?pwd=cFFMQXcxSy9MVStJeXpyT0xZVjhYZz09>

Meeting Roles:

Elece Hempel, President

Gina Studebaker

Leader

Recorder

<b>MISSION</b>	<i>The Mission of the Petaluma Health Care District is to improve the health and well-being of our community through leadership, advocacy, support, partnerships and education.</i>
<b>VISION</b>	<i>The Petaluma Health Care District envisions a healthy community, a thriving hospital, and equitable access to health and wellness services for all.</i>
<b>COMMUNICATION NORMS</b>	<ol style="list-style-type: none"><li>1. All communication will be accurate and brief</li><li>2. Board and staff will actively listen and respond honestly and respectfully</li><li>3. Always check your assumptions</li><li>4. Apply these principles at each Board meetings</li></ol>

The Board values public comments and wishes to convey that although Board members cannot discuss items that are not on the agenda, they listen carefully and appreciate and value input from the public.

There are two opportunities to address the Board during the Board meeting. The first opportunity is during **Public Comments** where the public is invited to make comments on items that are not listed on the current agenda. Public comments are limited to 3 minutes per person totaling no more than 15 minutes. If more than three persons wish to address the Board on the same topic, they are encouraged to select a spokesperson. The Board does not take action or discuss items not appearing on the agenda.

The second opportunity for public input is before the Board discusses and takes action on a specific Agenda item.

The Petaluma Health Care District is governed by a publicly elected five-member Board of Directors to serve Southern Sonoma County. Board of Directors meetings are typically held on the third Wednesday of each month from 5:30 to 8:30 PM unless otherwise noticed.

STRATEGIC PRIORITY	AGENDA ITEM	METHOD	TIME	RESPONSIBILITY
	<b>1. CALL TO ORDER</b> <ul style="list-style-type: none"> <li>• Roll Call</li> <li>• Timekeeper</li> <li>• Call for Conflict</li> <li>• Mission and Vision</li> </ul>	(1 minute)	5:00 pm	Elece Hempel, Board President
	<b>2. CONSENT CALENDAR</b> The following items are considered routine and non-controversial and will be enacted by one motion as recommended. At the request of the Board of Directors, a specific item may be discussed and/or removed from the Consent Calendar for separate action. <ul style="list-style-type: none"> <li>○ Approval of April 15, 2020 Board Agenda</li> <li>○ Approval of February 4, 2020 Special Board Meeting Minutes</li> <li>○ Approval of February 18, 2020 Regular Board Meeting Minutes</li> <li>○ Approval of March 3, 2020 Special Board Meeting Minutes</li> <li>○ Approval of March 18, 2020 Special Board Meeting Minutes</li> <li>○ Approval of March 31, 2020 Special Board Meeting Minutes</li> <li>○ Approval of Financial Statements of January 31, 2020</li> <li>○ Approval of Financial Statements of February 29, 2020</li> </ul>	Motion and Action (10 minutes)	5:01 pm	Elece Hempel, Board President
	<b>3. PUBLIC COMMENTS</b> (non-agenda items – 3 minutes per-person up to 15 minutes)	Informational (3 minutes)	5:11 pm	
	<b>4. BOARD COMMENTS</b> <ul style="list-style-type: none"> <li>• <i>52 Ways to be a Better Board – Chapters 44 &amp; 45</i></li> </ul>	Informational (3 minutes)	5:14 pm	Fran Adams, Board Secretary
<b>PETALUMA VALLEY HOSPITAL</b>	<b>5. PETALUMA VALLEY HOSPITAL</b> <ul style="list-style-type: none"> <li>• SRM Alliance Board Update</li> </ul>	Informational (20 minutes)	5:17 pm	David Southerland, VP, Operations, PSJH Jeffrey Tobias, MD, SRM Alliance PHCD Board Representative
	<b>6. ADMINISTRATIVE REPORTS</b> <ul style="list-style-type: none"> <li>• President’s Report</li> <li>• CEO Report               <ul style="list-style-type: none"> <li>○ PHCD COVID – Family First Policies</li> <li>○ PHCD COVID-19 In-Office Safety Policy</li> <li>○ Hurst, Brooks, Espinosa – This Week in Sacramento</li> <li>○ ACHD Updates</li> <li>○ PHCD Community Health Newsletter – April 2020</li> </ul> </li> <li>• District News Articles</li> </ul>	Informational/ Discussion (10 minutes)	5:37 pm	Elece Hempel, Board President Ramona Faith, CEO

	<b>7. PROPOSED PHCD 501c3</b>  <i>Public Comments</i>	Discussion/ Action (15 minutes)	5:47 pm	Ramona Faith, CEO
<b>GOVERNANCE</b>	<b>8. ANNUAL REVIEW OF BOARD POLICIES</b> 5. Guiding Principles for District Business Ventures 6. Conflict of Interest Code Policy 7. Annual CEO Performance Evaluation 8. Board Meeting and Conduct Policy 9. Access to Public Records 12. Board Compensation and Reimbursement 15. Purchasing Signature Authority 16. Statement of Investment Policy 17. Grant Funding Policy 18. Board Continuing Education Policy 19. Financial Reserve Policy  <i>Public Comments</i>	Discussion/ Action (5 minutes)	6:02 pm	Ramona Faith, CEO
<b>GOVERNANCE</b>	<b>9. APPOINTMENT OF BOARD OFFICERS</b> <ul style="list-style-type: none"> <li>• Recommended Slate of Officers</li> </ul> <i>Public Comments</i>	Discussion/ Action (5 minutes)	6:07 pm	Elece Hempel, Board President Ramona Faith, CEO
<b>GOVERNANCE</b>	<b>10. BOARD CONTINUING EDUCATION REPORT</b> <ul style="list-style-type: none"> <li>• Request update from the Directors</li> </ul>	Informational (1 minutes)	6:12 pm	Elece Hempel, Board President Ramona Faith, CEO
<b>GOVERNANCE</b>	<b>11. BOARD GOVERNANCE SELF-ASSESSMENT</b> <ul style="list-style-type: none"> <li>• Hold pending Covid-19 Response</li> </ul>	Informational (1 minutes)	6:13 pm	Elece Hempel, Board President Ramona Faith, CEO
<b>FINANCIAL SUSTAINABILITY</b>	<b>12. FINANCIAL SUSTAINABILITY</b> <ul style="list-style-type: none"> <li>• Finance and Business Development Committee Report <ul style="list-style-type: none"> <li>○ Minutes of March 12, 2020</li> </ul> </li> <li>• Quarterly Investment Report (rescheduled for May)</li> </ul> <i>Public Comments</i>	Discussion/ Action (10 minutes)	6:14 pm	Jeffrey Tobias, MD, Board Treasurer Andrew Koblick, PHCD Controller
<b>COMMUNITY HEALTH COLLABORATION AND PARTNERSHIPS</b>	<b>13. INFORMATIONAL ITEMS</b> <ul style="list-style-type: none"> <li>• <u>Upcoming Events</u> <ul style="list-style-type: none"> <li>○ Petaluma Walking Day and Annual Community Partnership Breakfast on hold due to COVID-19 Response</li> <li>○ Community Events on hold until further notice</li> </ul> </li> </ul>	Informational (3 minutes)	6:24 pm	Ramona Faith, CEO

	<ul style="list-style-type: none"> <li>• <u>Next Board Meetings</u> <ul style="list-style-type: none"> <li>○ Special Board Meeting – May, 5, 2020, 7:30 am (Tentative Hold)</li> <li>○ Regular Board Meeting – May 20, 2020, 5:30 pm</li> </ul> </li> <li>• District Ad / Newspaper Articles of Interest</li> </ul>			
	<b>14. ANNOUNCEMENT OF CLOSED SESSION ITEMS</b>	Action (1 minute)	6:27 pm	Elece Hempel, Board President
	<b>15. PUBLIC COMMENTS ON CLOSED SESSION ITEMS</b>	Informational (1 minute)	6:28 pm	
	<b>16. ADJOURN TO CLOSED SESSION</b> a. <b>Government Code §54956.8</b> Closed Session; real property transaction; meeting with negotiator – (400 North McDowell Blvd.); Bouey & Black, LLP; Best, Best and Krieger LLP	Action (89 minutes)	6:29 pm	Elece Hempel, Board President
	<b>17. ADJOURN TO OPEN SESSION</b>	Action (1 minute)	7:58 pm	Elece Hempel, Board President
	<b>18. PLUS / DELTA/</b>	Input (1 minute)	7:59 pm	Elece Hempel, Board President
	<b>19. ADJOURN</b>	Action	8:00 pm	Elece Hempel, Board President

#### CONFERENCE CALL LOCATION ADDENDUM

NAME	PHYSICAL ADDRESS
Donald J. Bouey Bouey & Black LLP	1615 Bonanza Street, Suite 305 Walnut Creek, CA 94596
Cathy Salenko Best, Best and Krieger LLP	500 Capitol Mall, Suite 1700 Sacramento, CA 95814
Jonathan J. Spees Marine Street Consulting, LLC	6850 E. McDowell Road, Suite 72 Scottsdale, AZ 85257