

AGENDA

Petaluma Health Care District Board of Directors

Regular Board Meeting

Date/Time: Tuesday, **February 19**, 2019; 12:00 pm – 3:00 pm

1425 N. McDowell Blvd., Lobby Conference Room

*****PLEASE NOTE LOCATION & TIME*****

Persons seeking accommodation for disabilities who wish to attend can contact PHCD at 285-2143 x130

Meeting Roles:

Elece Hempel, President

Ruth Wells

Leader

Recorder

MISSION	<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>
VISION	<i>The Petaluma Health Care District envisions: A healthier community; A thriving hospital; Local access to comprehensive health and wellness services for all</i>
COMMUNICATION NORMS	<ol style="list-style-type: none">1. All communication will be accurate and brief2. Board and staff will actively listen and respond honestly and respectfully3. Always check your assumptions4. Apply these principles at each Board meeting

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 held on the third Tuesday of each month from 12:00 noon to 3:00pm unless otherwise noticed. Copies of Agendas and approved minutes are available on the PHCD website, www.phcd.org

STRATEGIC PRIORITY	AGENDA ITEM	METHOD	TIME	RESPONSIBILITY
	1. CALL TO ORDER <ul style="list-style-type: none"> • Roll Call • Timekeeper • Call for Conflict • Mission, Vision and Communication Norms 	(1 minutes)	12:00 pm	Elece Hempel, Board President
	<ul style="list-style-type: none"> • CONSENT CALENDAR 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. • Approval of February 19, 2019 Agenda • Approval of January 15, 2019 Board Meeting Minutes • Approval of November and December 2018 Financial Reports • Approval of Board Policies <ul style="list-style-type: none"> ○ Policy #2. Operating Principals of the Board ○ Policy #3. Code of Ethics Policy ○ Policy #6. Conflict of Interest Policy ○ Policy #7. Annual CEO Performance Evaluation ○ Policy #12. Board Compensation and Reimbursement ○ Policy #16. Statement of Investment Policy ○ Policy #19. Board Continuing Education 	Motion and Action (1 minute)	12:01 pm	Elece Hempel, Board President
	2. PUBLIC COMMENTS (non-agenda items – three minutes per-person up to 15 minutes)	Informational (3 minutes)	12:02 pm	
	3. BOARD COMMENTS <ul style="list-style-type: none"> ○ <i>52 Ways to Be a Better Board</i> 	Informational (3 minutes)	12:05 pm	Gabriella Ambrosi
PETALUMA VALLEY HOSPITAL	4. PETALUMA VALLEY HOSPITAL <ul style="list-style-type: none"> • SRM Alliance Board Update – meeting of Jan. 22 <i>Public Comments</i>	Informational (18 minutes)	12:08 pm	Tyler Hedden, PVH Administrator Jeffrey Tobias, SRM Alliance PHCD Board Representative
	5. ADMINISTRATIVE REPORTS <ul style="list-style-type: none"> • President’s Report • CEO Report <ul style="list-style-type: none"> ○ Heart Health Subgroup on Tobacco Retail License in Petaluma ○ ACHD Advocacy ○ FY2020 Grant Funding Announcement ○ May 7 Special Board Meeting ○ District News Articles 	Informational/ Discussion (10 minutes)	12:26 pm	Elece Hempel, Board President Ramona Faith, CEO

FINANCIAL SUSTAINABILITY	6. FINANCIAL SUSTAINABILITY <ul style="list-style-type: none"> • Investment Report for the Quarter Ended December 31, 2018 • Minutes of the Finance and Business Development Committee meeting of February 12, 2019 <p><i>Public Comments</i></p>	Discussion/ Action (15 minutes)	12:36 pm	Matthew Kelman, Exchange Bank Jeffery Tobias, Acting Treasurer Andrew Koblick, PHCD Controller
GOVERNANCE	7. APPROVE NEW BOARD POLICIES <ul style="list-style-type: none"> • Policy #22. Sexual Harassment Prevention Training <p><i>Public Comments</i></p>	Discussion / Action (5 minutes)	12:51 pm	Board member, Or committee title
COMMUNITY HEALTH COLLABORATION AND PARTNERSHIPS	8. INFORMATIONAL ITEMS <ul style="list-style-type: none"> • Upcoming Events <ul style="list-style-type: none"> ○ Feb. 20 – Tomorrow’s Leaders Today Health & Human Services Day ○ Feb. 22 – Sonoma County Volunteer Center fundraiser, Santa Rosa ○ Feb. 27 – Sonoma Community Resilience Collaborative workshop ○ March 6 – Free screening and panel discussion: <i>Stopping Traffic</i> ○ Apr. 3 – National / Petaluma Walking Day ○ Apr. 8-9 – ACHD Legislative Day, Sacramento ○ Apr. 18 – Chamber/Argus Community Awards of Excellence ○ April 27 – Petaluma Butter & Egg Day ○ April 27 – 4Cs Gala, Santa Rosa ○ May 10 – Go Red for Women luncheon, Santa Rosa ○ May 23 – PHCD Community Partnership Appreciation Breakfast • Next Board meetings <ul style="list-style-type: none"> ○ Regular Board Meeting – March 19, 12:00 pm ○ Board Strategic Planning Retreat – April 15 ○ Regular Board Meeting – April 16, 12:00 pm • District Ads / Newspaper Articles of Interest • Letters 	Informational (1 minute)	12:56 pm	Ramona Faith, CEO
GOVERNANCE	9. STRATEGIC PLANNING <ul style="list-style-type: none"> • Beginning the process of developing a five-year strategic plan, this session will (a) identify anticipated major sections of the strategic plan; (b) determine the individuals/organization representatives who should be included in a planning retreat; (c) outline what should be included in the final strategic plan document; (d) discuss the agenda content and identify participants for a full-day planning retreat; (e) identify questions that should be included in an online survey to be sent in advance to all retreat participants; and (f) determine the key stakeholders Dr. Bischoff will personally interview and the questions to ask them. <p><i>Public Comments</i></p>	Informational/ Discussion (122 minutes)	12:57 pm	Ramona Faith, CEO B J Bischoff consultant

	10. PLUS / DELTA/	Input (1 minute)	2:59 pm	Elece Hempel, Board President
	11. ADJOURN	Action	3:00 pm	Elece Hempel, Board President