



**MINUTES OF THE JUNE 22, 2017 MEETING OF THE  
PETALUMA HEALTH CARE DISTRICT BOARD OF DIRECTORS**

**CALL TO ORDER**

President Hempel called the meeting to order at 8:08 AM in the lobby conference room at 1425 N. McDowell Blvd.

**PRESENT**

Elece Hempel  
Fran Adams, RN, BSN  
Josephine S. Thornton, M.A.  
Joseph Stern  
Becky Monday

**ALSO PRESENT**

Ramona Faith, CEO, PHCD  
Babs Kavanaugh, BK Consult

**CALL FOR CONFLICT**

President Hempel called for conflict. There was none.

**MISSION AND VISION**

Director Monday read the mission and vision of the Petaluma Health Care District.

*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.*

*Petaluma Health Care District envisions: A healthier community; a thriving hospital; local access to comprehensive health and wellness services for all.*

**CONSENT CALENDAR**

**A motion was made by Director Adams to approve the June 22, 2017 Agenda which was seconded by Director Stern. This motion was passed by a vote of 5 ayes (Directors: Hempel, Monday, Adams, Thornton, Stern) and 0 noes.**

## **PUBLIC COMMENTS**

There were no public comments.

## **BOARD COMMENTS**

There were no board comments.

## **EFFECTIVE BOARD GOVERNANCE SESSION**

Board members and CEO Ramona Faith participated in a workshop on Effective Governance with Governance Consultant, Babs Kavanaugh. The purpose of the session was to review best practices in governance, to reflect on governance roles and responsibilities and to evaluate the working processes used by the governance team to fulfill their responsibilities.

### ***Components of Governance Effectiveness***

The workshop opened with a brief discussion about what makes an effective board. The following key concepts of effective boards were highlighted.

Effective boards

- Are mission driven and share a common message.
- Have a clearly defined governance structure that all members agree to hold themselves accountable to follow
- Have clearly defined roles and responsibilities and structures and processes to support them

### ***Governance Roles and Responsibilities***

Five core governance roles were discussed, noting the documents or strategies that demonstrate the role.

- Set the Direction
- Establish the Structure
- Provide Support
- (Through actions & behaviors)
- Ensure Accountability
- Demonstrate Community Leadership

The governance team participated in an exercise to define criteria for effective community leadership.

### ***Board Policies***

The board reviewed the PHCD Board policies. Any revisions will be brought to a future Board meeting for consideration and adoption.

## **ADJOURN**

President Hempel adjourned the meeting at 1:00 PM.

Submitted by Fran Adams, Board Secretary

Recorded by Erin Howseman, Board Clerk