



**MINUTES OF THE MARCH 15, 2016 REGULAR MEETING OF THE  
PETALUMA HEALTH CARE DISTRICT BOARD OF DIRECTORS**

**CALL TO ORDER**

President Hempel called the meeting to order at 12:00 PM in the lobby conference room at 1425 N. McDowell Blvd.

**PRESENT**

Fran Adams, RN, BSN, Secretary  
Elece Hempel, President  
Robert Ostroff, MD, Vice President  
Josephine S. Thornton, M.A., Treasurer  
Joseph Stern, Board Member at Large

**ALSO PRESENT**

Ramona Faith, CEO, PHCD  
Erin Howseman, Board Clerk, PHCD  
Andrew Koblick, Controller, PHCD  
Erin Hawkins, Community Outreach Project Manager, PHCD  
Jeff Adams  
Colleen Flynn  
Ra Criscitiello, SEIU  
Sabina Webb  
K Paulan

**CALL FOR CONFLICT**

Director Stern stated that agenda item 8. 401A/457B RETIREMENT PLAN ADMINISTRATOR CHANGE involves his firm Edward Jones, but he does not have a conflict of interest.

**MISSION AND VISION**

Director Ostroff 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 Ostroff to approve the March 15, 2016 agenda, and the minutes from the March 1, 2016 board meeting, seconded by Director Adams. This motion was passed by a vote of 5 ayes (Directors: Hempel, Ostroff, Thornton, Adams, Stern) and 0 noes.**

## **PUBLIC COMMENTS**

There were no public comments.

## **BOARD COMMENTS**

Director Adams stated that she had been approached by an individual about a business opportunity for PHCD and wished to bring it before the board. Board members determined that any business opportunities should initially be brought to the attention of the Controller, Andrew Koblick, who after an initial review of its merits, would bring it to the ad hoc Business Development Committee, which consists of Directors Thornton and Stern, the Controller and the CEO. The report from the Business Development Committee would then become an agenda item for the PHCD board meeting.

## **COMMUNITY HEALTH INITIATIVE FOR THE PETALUMA AREA (CHIPA) LEGISLATIVE PLATFORM**

CEO Ramona Faith and Erin Hawkins, Community Outreach Project Manager, provided a presentation on the CHIPA Advocacy Workgroup's Legislative Platform and requested the board's input on its purpose and process. CHIPA serves as both a community health advisory committee to the PHCD board and a Health Action chapter. CHIPA provides leadership in identifying local community health priorities and taking action to engage in policy, system, and environmental change to improve local health outcomes. This is accomplished through collaboration and partnerships with key community, health care and business leaders, local capacity building, and alignment with Health Action goals.

CHIPA is a collaborative across all sectors of the community whose membership consists of 80 members representing 50 organizations. Within CHIPA are three work groups: Cradle to Career, Mental and Behavioral Health, and Wellness and Prevention. CEO Faith referred to the upcoming Community Health Needs Assessment Report which has identified the highest priorities for Sonoma County to be Early Childhood Development, Access to Education, and Economic and Housing Insecurity.

In order to more effectively advocate for sustainable change to address these priorities and other health-related issues of importance to southern Sonoma County, the Wellness and Prevention workgroup has developed a policy and legislation platform. CEO Faith stated that the Advocacy workgroup believes that a collaborative composed of 50 organizations can have a greater impact in advocating for needs than an individual business or entity.

Erin Hawkins presented the Draft Legislation and Policy Platform and the recommended process.

The Guiding Principles of the Legislation and Policy Platform are:

We believe that good health begins in the places where we live, learn, work and play  
We will sponsor or support legislation that will benefit the health of all residents and reduce inequity in our community

We will advocate for changes to legislation that may negatively impact resident health or increase inequity in our community

We will advocate to increase access to evidence-based of promising practices that will improve resident health outcomes

We will partner with residents and the public and private sector to have the greatest collective impact on our community's health

The recommended issues for possible advocacy are:

Health equity	Access to Mental and Behavioral Health Services
Kindergarten Readiness	Adverse Childhood Experiences
Adult Ed and Workforce Development	Alcohol and Drug Abuse
Healthy Food Access and Outreach	Tobacco Use
Physical Activity and the Built Environment	Living Wage
Health Care Access	Affordable Housing and Homelessness
Oral Health	Senior Support

Hawkins noted that these Guiding Principles will not change, though particular advocacy issues may change. The Advocacy workgroup collected feedback from its group members and other community leaders to identify core legislation that is rooted in the Sonoma County legislative platform and Petaluma City strategic plan.

Hawkins stated that an internal process needs to be developed for CHIPA members to put forward requests for advocacy for legislation which will ensure alignment with the platform.

Director Thornton asked how CHIPA will obtain board consensus on advocacy requests. CEO Faith answered that the Advocacy group hoped to create a general agreement with board approval on approved advocacy issues without having to bring the issues to the board every time.

Director Thornton asked for an example of another public organization that delegates its advocacy decisions to an advisory committee, and expressed concern about the board delegating legislative advocacy responsibility to the CHIPA Advocacy Workgroup. CEO Faith reminded the board that there is Board representation on CHIPA and if there was any concern about a particular issue it would be brought back to the full PHCD board for further discussion before moving forward.

President Hempel stated that the PHCD board action would be to request PHCD staff to research other elected bodies that have a legislative platform consisting of non-paid advisors. Director Ostroff requested a list of CHIPA member organizations.

## **PUBLIC COMMENTS**

There were no public comments.

## **ADMINISTRATIVE REPORT**

## **PRESIDENT'S REPORT**

President Hempel commended CEO Faith on her presentation to the Petaluma City Council on March 7, 2016, and stated that the Council has asked CEO Faith to return to present the Community Needs Health Assessment in detail.

## **CEO REPORT**

There were no questions on the CEO Report in the board packet. The ACHD Update is in the packet with information on upcoming legislative bills. CEO Faith, Erin Hawkins and Director Stern will be attending ACHD Legislative Day, and hope to meet with staff from the California Department of Health Services. President Hempel offered to attend Legislative Day if CEO Faith is unable to attend. CEO Faith referred to the March 7, 2016 Petaluma City Council presentation. CEO Faith reported that PHCD is offering two new community awards this year: the Health Care Hero Award, which recognizes a community member for leadership in addressing health inequity, and a Health Equity Award of \$5,000 for a non-profit organization.

CEO Faith reported that there has been no follow-up discussion with Saint Joseph Health with regards to PHCD support for the purchase of a 3D mammography machine. There was discussion about PHCD's donation to the Benedetti fundraiser to support the purchase of the 3D mammography machine. CEO Faith will make a recommendation to the board on this matter after a meeting with SJH and PVH Foundation.

CEO Faith reported that she and Erin Hawkins met with the Petaluma Education Foundation (PEF) Board, who had asked for specific examples of how PEF Board could promote early childhood education. A memo was sent to the PEF Board identifying specific strategies for their consideration.

CEO Faith noted the articles in the packet on the Petaluma Sober Circle Program and on PHCD's partnership with Exchange Bank in the Heart Safe Community program.

President Hempel congratulated Kathie Powell on being named by Marc Levine as Petaluma Woman of the Year, and also noted that the Petaluma Community Foundation's executive director has stepped down.

## **FINANCIAL SUSTAINABILITY**

### ***January 2016 Financials***

Andrew Koblick, Controller, reviewed the January 2016 financials.

As of January 31, 2016 the Statement of Net Position reflected assets of \$10,148,148 and liabilities and deferred revenue of \$984,355 leaving the net fund balance at \$9,163,793.

The month ended January 31, 2016 showed the net loss of \$91,886 is \$18,558 better than the budgeted loss of \$110,444. The seven months ended January 31, 2016 showed a year to date net loss of \$535,286 which is \$106,398 better than the budgeted year to date loss of \$641,684.

### ***Public Comments***

There was no public comment.

**A motion was made by Director Ostroff to approve the January financials, seconded by Director Stern. The motion was passed by a vote of 5 ayes (Directors Thornton, Adams, Hempel, Ostroff, and Stern).**

Med-Val Advisors completed on-site work the week of March 7, 2016 for the appraisal of PVH facilities and reported that staff at PVH was very helpful in the process.

#### **401A/457B RETIREMENT PLAN ADMINISTRATOR CHANGE**

Andrew Koblick reported on the recent review of PHCD's retirement plan which was done to ensure employees and PHCD receive the best service management of retirement plans. Since 1998, PHCD has engaged Great West as its retirement plan administrator. PHCD reached out to three additional providers for proposals, and received two proposals – from One America, an America United Life company, and Creative Planning. The criteria included the reputation of the provider, investment performance, fund offerings, customer service options, employee interaction, education and support, and cost. The two proposals were comparable in reputation, performance and cost, but PHCD management believes that One America would provide better accessibility to employees due to proximity and a robust employee portal which will allow employees to evaluate their retirement plans and become more engaged. One America also has more experience with public entities. Katherine Wells of Edward Jones Financial Services will provide local service to plan participants.

In the interest of disclosure, President Hempel, who is executive director of Petaluma People Services Center, stated that Katherine Wells serves on that organization's board of directors. CEO Faith also stated that Creative Planning is her and her husband's personal advisor, and that the firm had contacted her about offering a proposal to PHCD. Director Ostroff asked if the three members of the selection committee, Director Stern, Controller Koblick and CEO Faith, were unanimous in their selection, to which Koblick answered yes. Director Stern, who is a financial advisor at Edward Jones, stated that he is not affiliated with Katherine Wells, would not be compensated in any way if the board chooses One America, and has no conflict of interest in the matter.

CEO Faith recommended that the board approve the change of retirement plan administrator from Great West to One America. Director Thornton asked if the board should consider more than two providers, to which Director Stern answered that John Hancock was also considered, but more competitive pricing was offered by both One America and Creative Planning.

**A motion was made by Director Ostroff to approve the 401A/457B Retirement Plan Administrator change from Great West to One America, seconded by Director Adams. The motion was passed by a vote of 5 ayes (Directors Thornton, Adams, Hempel, Ostroff, and Stern).**

#### **PETALUMA VALLEY HOSPITAL**

Director Thornton, who serves on the SRM Alliance Board, gave an update. Director Thornton reported that looking separately at financial statements for Hospice of Petaluma and PVH, the hospital is reporting a year to date loss on its income statement, and Hospice is reporting a year to date profit. Directors Adams and Thornton stated that they have questions on the funding of Hospice.

#### **INFORMATIONAL ITEMS**

President Hempel called attention to the date change for the Community Awards of Excellence which was listed on the agenda as April 7, 2016 and is now April 14, 2016. CEO Faith invited the board to attend the

ACHD Annual Meeting May 3 – 5, 2016 and the Benedetti Leadership Celebration on May 7, 2016. The board members were also reminded to turn in their Statement of Economic Interest (Form 700).

**ADJOURN TO CLOSED SESSION**

**President Hempel adjourned the meeting into closed session pursuant to: Government Code §54956.8 closed session; real property transaction; meeting with negotiator – 400 North McDowell Blvd.; The Camden Group.**

**ADJOURN TO OPEN SESSION**

President Hempel adjourned the meeting into open session and reported that no action was taken in closed session.

**ADJOURN**

President Hempel adjourned the meeting at 3:00 PM.

Submitted by Fran Adams, Board Secretary  
Recorded by Erin Howseman, Board Clerk