



**MINUTES OF THE SEPTEMBER 15, 2015 REGULAR MEETING OF THE  
PETALUMA HEALTH CARE DISTRICT BOARD OF DIRECTORS**

**CALL TO ORDER**

President Hempel called the meeting to order at 11:35 AM in the conference room at 1425 N. McDowell Blvd., Suite 103.

**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, Administrative Assistant, PHCD  
Andrew Koblick, Controller, PHCD  
Jane Read, VP of Operations, PVH

**MISSION AND VISION**

Director Thornton 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, seconded by Director Adams to approve the September 15, 2015 agenda, the August 18, 2015 Board Meeting minutes, and the September 3, 2015 Special Board Meeting minutes. 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**

There were no Board comments.

## **ADMINISTRATIVE REPORT**

### **President's Report**

President Hempel introduced the new Board member, Joseph Stern. The Oath of Office was administered by President Hempel, and Joseph Stern was sworn in. President Hempel and Director Stern each signed the Oath and the Board members welcomed Director Stern.

### **CEO Update**

There were no questions or comments on the CEO Update in the Board packet.

Pepperdine University's School of Public Policy 2015 Public Engagement Grant was submitted over the weekend. CEO Ramona Faith was elected to serve on the ACHD education committee, and ACHD will be creating an advocacy committee in the future, on which she will also serve. ACHD will partner with Capella University to offer a \$3,000 tuition grant to all ACHD employees and Members. Petaluma Valley Hospital employees will be eligible for this grant based on the fact that the District owns the hospital.

ACHD makes available at no charge to its members an on-line Board Self-Assessment Tool for assessing how each Trustee perceives the Board to be functioning. The next self-assessment survey will be sent out at the end of October or in early November. The Board was commended for taking the time to complete the survey and for focusing on board governance and leadership.

Healthy Community Consortium (HC2) is approaching the end of the 5 year period of a \$600,000 grant. HC2 did not reapply this year, but their goal is to apply the following year. There was discussion about how the District can offer assistance to HC2. Consideration has been given to the idea of the District pursuing its own 501c3 status. The advantage would be that the District would be able to align funds with local health priorities and would have more control in directing those funds.

In response to a question previously put forth by the Board about local disaster preparedness, CEO Ramona Faith attended Sonoma County Health Care Coalition Forum, a local healthcare coalition of health and medical providers responding to disasters. The coalition has a good disaster preparedness program in place, and St. Joseph Health and Petaluma Valley Hospital participate in the coalition. The District is interested in serving as a resource to Petaluma Valley Hospital in the event of a disaster.

CEO Ramona Faith attended a meeting of Adaptive Business Leaders – Bay Area CEO Roundtable, which is a group of diverse health care providers that considers trends and strategies for health care delivery. The cost of membership is \$1500 per quarter. Board members and the CEO noted that this membership fee is not in the current budget, and that there would need to be clear practical benefits for the District identified to consider membership.

The Sonoma County Farmworker Health Survey was included in the Board packet for information only.

CEO reminded the Board that it had, at a previous Board meeting, approved MedVal Advisors Contract to appraise the District asset at 400 N. McDowell Campus and Hospice of Petaluma but did not determine a date to execute services.

The Healthy for Life Program Summary of Assessment Results for Miwok Valley Elementary School for 2014-2015 was presented. This school campus, evidence-based program is part of the Petaluma Education Foundation and the PHCD Community Partnership. Children were tested in the beginning and at the end of the school year in terms of weight, nutrition, and physical activity. There was improvement in reducing or maintaining BMI percentiles, and a solid increase in the number of children engaged in after-school physical activity.

## **FISCAL SUSTAINABILITY**

### ***July 2015 Financials***

Controller Andrew Koblick reported on the Executive Financial Summary for the month and year to date July 31, 2015. Revenues for the month of July were better than budget due to AED sales. Lifeline revenue is less than budget. Expenses for the month of July are less than expected due to lower employee costs resulting from two unfilled positions, but that was offset by Temporary Help expenses. Program Support-CHIPA is lower because of timing of outlays. Rent expense/moving expense is less than expected for the warehouse.

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

### ***Business Development***

The Business Development Report was given by Controller Andrew Koblick. 24 West El Rose Drive, Petaluma is currently leased by St. Joseph Health Annadel Medical Group. Positive points are that it has positive cash flow potential and is in a good location. Negative points include that it needs an ADA upgrade, and a new master tenant would need to be found. There was discussion about what else the property could be used for.

The District was approached regarding a medical facility at Lynch Creek by Strategic Medical Properties (SMP) which is located in southern California. The firm has 25 years of experience in medical property development. Currently, SMP has two potential partners who are interested in moving to Petaluma. Controller Andrew Koblick reviewed the firm, and the feedback on SMP is positive. SMP is open to buying or doing a joint venture, and the firm is available to make a presentation to the Board.

Dr. Yolanda Mangrum is looking for a medical partner for the property at 1301 South Drive, Petaluma. Half of the building is currently occupied by Petaluma Dental Group. The other half of the building is framed, but not finished and Dr. Mangrum has reached out to the District for advice and possible partnership in developing the rest of the property.

There was discussion about transforming the financial committee into a business development committee including Andrew Koblick, Directors Thornton and Stern, and CEO Ramona Faith. It will be an ad hoc committee for now.

## **Public Comments**

There were no public comments.

## **PETALUMA PEOPLE SERVICES CENTER**

Eleece Hempel, Executive Director of PPSC, reported on recent activity at the Center.

## **INFORMATIONAL ITEMS**

The fundraiser, A Night in Tuscany for The North Bay Children's Center will be held on November 7, 2015.

## **PETALUMA VALLEY HOSPITAL**

Jane Read, VP of Operations, PVH, reported on the following items:

- Plans are being finalized for the 2015 Failure Mode Effect Analysis (FMEA) which will focus on patient's home medications. A multidisciplinary team will convene on October 13, 2015 to address process issues with a goal to assure efficiencies and standardization.
- The Joint Commission (JC) Laboratory Survey Plan of Action (POA) is in progress for submission to the JC.
- The "HUSH" Quietness Campaign will begin in October.
- Minimal optimization is being done for the Meditech Upgrade. In general, few issues have arisen.
- The California Department of Public Health (CDPH) will conduct a site visit at PVH to review the Infant Security Upgrade as technical support of the current system is no longer available beginning January 2016.
- PVH census has increased slightly. As well, we are gearing up for additional volume via the Regional Transfer Center.
- The ED 12-hour shift pilot program is going well. Meetings are scheduled with CNA representative to determine next steps. Dr. Jeff Borut has announced his resignation from the PVH medical staff. Dr. Borut stated a desire for a setting where all surgeons work together in one practice. He has been recruited by a medical school colleague to join a practice in Minnesota.
- ED Flow Optimization will continue as a focus for FY16 with a goal to reduce LOS (length of stay). PVH ED LOS was reduced by 8.5% for patients treated and released and by 6% for those treated and admitted. PVH LWOTs (left without treatment) remain below 2%.

## **PUBLIC COMMENTS**

### **ADJOURN TO CLOSED SESSION**

**President Hempel adjourned the meeting into closed session pursuant to:**

- **Government Code §54957.6 closed session regarding employee matters**
- **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 2:50 PM.

Submitted by Fran Adams, Board Secretary

**RECORDED BY**

Erin Howseman, Board Clerk