

**MINUTES OF THE NOVEMBER 19, 2013 REGULAR MEETING OF THE  
PETALUMA HEALTH CARE DISTRICT BOARD OF DIRECTORS**

**CALL TO ORDER:**

President Thornton called the meeting to order at 12:05 pm in the building conference room at 1425 N. McDowell Blvd.

**CALL FOR CONFLICT:**

A Conflict of Interest was noted for Director Adams pertaining to a Closed Session agenda item. Director Adams will remove herself from the meeting when this topic is addressed.

**PRESENT:**

Fran Adams, RN, BSN, Secretary  
Elece Hempel, Member-At-Large  
Robert Ostroff, MD, Treasurer  
Kathie Powell, MS, Vice-President  
Josephine S. Thornton, MA, President

**ALSO PRESENT:**

Kitty Brown, RN, PVH  
Suzanne Cochrane, Board Clerk, PHCD  
Ramona Faith, CEO, PHCD  
Pam Koch, RN, PVH  
Richard Nadale, Director of Finance, PHCD  
Pamela Tuft, SRM Alliance Board Director

**CONSENT CALENDAR:**

Director Adams presented a proposed change to the September 17, 2013 minutes to reflect the following statement: "PVH Case Managers are not part of the CNA Bargaining Unit".

**A motion was made by Director Ostroff, seconded by Director Adams to approve the revision to the September 17, 2013 minutes, November 19, 2013 Agenda, October 7, 2013 minutes, and the October 15, 2013 minutes. This motion was passed by all present.**

**PUBLIC COMMENTS:**

Kitty Brown, RN, PVH distributed a communication from the PVH OR Staff regarding staffing concerns. Ms. Brown asked the Board to review this information and if there were any questions to contact the OR nurses.

Ramona Faith, CEO, PHCD, questioned Ms. Brown if staffing concerns had been presented to PVH Administration and if unresolved, brought forth to the SRM Alliance Board.

Ms. Brown reported that due to relationships with Administration they did not feel comfortable presenting to their Board.

President Thornton requested items presented to the Board during Public Comments on a regular basis that reflect quality of care issues should be placed as an Agenda item.

Pam Koch, RN, PVH also expressed concern over staffing issues.

#### **BOARD COMMENTS:**

Director Adams reported receiving telephone calls and text messages from PVH staff regarding staffing concerns.

#### **ADMINISTRATIVE REPORT:**

Directors had no questions or additions to the CEO Report.

Ms. Faith reminded Directors to complete their ACHD Self-Assessment Survey by December 1, 2013.

#### **FISCAL SUSTAINABILITY:**

Directors reviewed the September 30, 2013 PHCD Financials. No discussions occurred.

**A motion was made by Director Powell, seconded by Director Hempel to approve the September 30, 2013 Financials.**

#### **PETALUMA VALLEY HOSPITAL:**

Directors received a copy of the 2013 Medical Staff Perception Study for their review. This was distributed at the SRM Alliance October Board meeting.

#### **INFORMATIONAL ITEMS:**

Directors reviewed upcoming events, letters of acknowledgement and a schedule for 2014 board meetings.

#### **ADDITIONAL PUBLIC COMMENTS:**

Kitty Brown and Pam Koch thanked the Board of Directors for the chance to express their concerns.

#### **ADJOURN TO CLOSED SESSION:**

**President Thornton adjourned the meeting to closed session pursuant to:**

- **Trade Secrets (Health & Safety Code Section 32106(b). Discussion will concern development of new services and programs.**
- **Government Code §54956.8 Closed Session; real property transaction; meeting with negotiator – 400 North McDowell Blvd.**

**ADJOURNED TO OPEN SESSION:**

President Thornton adjourned the meeting to open session and report no decision was made in closed session.

**PLUS/DELTA**

Very good meeting  
A lot of information presented

**ADJOURN:**

President Thornton adjourned the meeting at 3:15pm.

Respectfully submitted,

Fran Adams, Board Secretary

**RECORDED BY:**

Suzanne Cochrane, Board Clerk