

**MINUTES OF THE DECEMBER 17, 2013 REGULAR MEETING OF THE
PETALUMA HEALTH CARE DISTRICT BOARD OF DIRECTORS**

CALL TO ORDER:

President Thornton called the meeting to order at 12:10pm in the building conference room at 1425 N. McDowell Blvd.

CALL FOR CONFLICT:

A conflict of interest was noted for Director Adams and Director Powell pertaining to the Closed Session section of the Agenda. Director Adams and Director Powell will remove themselves from the meeting when conflict topics are addressed.

PRESENT:

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

ABSENT:

Elece Hempel, Member-At-Large

ALSO PRESENT:

Kitty Brown, RN, PVH
Suzanne Cochrane, Board Clerk, PHCD
Ramona Faith, CEO, PHCD
Richard Nadale, Director of Finance, PHCD

CONSENT CALENDAR:

A motion was made by Director Ostroff, seconded by Director Powell to approve the December 17, 2013 Agenda and the November 19, 2013 minutes. This motion was approved by all present.

PUBLIC COMMENTS:

Kitty Brown, RN, PVH asked if Directors had received email communications from PVH nursing staff regarding acuity staffing.

BOARD COMMENTS:

President Thornton acknowledged Director Powell's birthday.

Ramona Faith noted that emails received from PVH nursing staff were shared with the Board President. Directors requested that Ramona not send individual email but rather provide a summary to Directors stating the number of emails received and the staffing issues noted.

ADMINISTRATIVE REPORT:

CEO Update:

No questions were addressed regarding the December CEO Report.

Ms. Faith distributed the Core Story that included the final revisions prepared by Edelman Marketing Group.

Board self-assessments have been completed by Directors and a summary of the results will be shared at the February board meeting.

Ramona Faith reported the District has agreed to match a \$1,500 grant with St. Joseph Health to the Petaluma Health Center for their campaign to build out their instructional kitchen. The Petaluma Health Center is working towards reaching \$15,000 in their campaign in order to receive a matching funding partner.

St. Joseph Health has announced that Nancy Corda will be retiring effective January 11, 2014.

FISCAL SUSTAINABILITY:

Mr. Nadale presented the October 31, 2013 Financials. The October 2013 monthly Statement of Revenue and Expense shows a profit of \$1,991 which is \$23,539 better than the budgeted loss of \$21,548.

The Statement of Net Assets reflected assets of \$13,350,556 and liabilities and deferred revenue of \$1,933,062 leaving the net fund balance at \$11,417,494.

The year to date bottom line shows a loss of \$184,436 which is \$59,007 better than the budgeted loss of \$243,443.

A motion to approve the October 31, 2013 Financials was made by Director Powell and seconded by Director Adams and passed by all present.

PETALUMA VALLEY HOSPITAL:

Ramona Faith provided an overview on items discussed at the SRM Alliance Board meeting held on December 3, 2013. Service Line data was presented and noted a decline in several service areas. Todd Salnas will be presenting an analysis on OB Services at the January Board meeting. It was also noted that Hospice has been contributing positively to the bottom line of the financials.

Outcomes to the Employee Survey will be presented to the SRM Alliance Board in January and to the PHCD Board in February. Focus groups and action plans have already been established to work on improving employee engagement.

Physician Recruitment includes the hiring of a neurologist at Santa Rosa Memorial and continues to recruit another neurologist that will then cover PVH.

INFORMATIONAL ITEMS:

The District is a sponsor in the upcoming PVH Next Gen Poker Tournament scheduled for January 18, 2014. Any interested Directors were asked to contact Suzanne Cochrane to register for this event.

Eating Disorder will be holding their annual Fundraising Conference in Petaluma scheduled for February 6-7, 2014.

Letters of Acknowledgement and future Board meetings were discussed.

ADDITIONAL PUBLIC COMMENTS:

Kitty Brown thanked the Board for their continued support.

ADJOURN TO CLOSED SESSION:

President Thornton adjourned the meeting to 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 Thornton adjourned the meeting to open session and reported no action was taken in closed session.

PLUS/DELTA:

A lot of discussion
Good meeting

ADJOURN:

President Thornton adjourned the meeting at 3:10pm.

Respectfully submitted,

Fran Adams, Board Secretary

RECORDED BY:

Suzanne Cochrane, Board Clerk