

# AGENDA

## Petaluma Health Care District Finance and Business Development Committee Meeting Date/Time: Tuesday August 15, 2022; 4:00 pm – 5:25 pm Virtual Meeting via Zoom (instructions on how to join below)

California Governor Gavin Newsom issued Executive Order N-15-21 on September 20, 2021, relating to the convening of public meetings during the COVID-19 pandemic. Pursuant to the Governor’s Executive Order, The Petaluma Health Care District Finance and Business Development Committee Meeting for Tuesday August 15, 2022, will begin at 4:00 p.m. via Zoom Teleconference.

- Members of the public can observe or participate in the virtual meeting during open session by:

Clicking on the following Zoom link to join the virtual meeting: <https://us06web.zoom.us/j/84104732170>

Or join by telephone: +1 720 707 2699 | Webinar ID: 84104732170

- Public wanting to address the Board during *public comments on non-agendized or closed session items* can do so by joining the virtual meeting using the Zoom link above at 4:00 pm prior to the Finance and Business Development Committee going into closed session.
- Public who cannot participate but want to provide public comment can email their comment to [akoblick@phcd.org](mailto:akoblick@phcd.org) by **August 12, 2022 by 12:00 Noon** and the comment will be read out loud at the meeting during public comment. There will be 3 minutes allowed per public comment.

Meeting Roles:

Jeffrey Tobias, MD, Board Treasurer

Andrew Koblick, Controller

Chair

Recorder

|                            |  |
|----------------------------|--|
| <b>MISSION</b>             | <i>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.</i>   |
| <b>VISION</b>              | <i>The Petaluma Health Care District envisions a healthy community and equitable access to health and wellness services for all.</i>   |
| <b>COMMUNICATION NORMS</b> | <ol style="list-style-type: none"><li>1. All communication will be accurate and brief</li><li>2. Committee members will actively listen and respond honestly and respectfully</li><li>3. Always check your assumptions</li><li>4. Apply these principles at each Committee meeting</li></ol> |

The Committee values public comments and wishes to convey that although Committee members cannot discuss items that are not on the agenda, they listen carefully and appreciate and value input from the public.

There are two opportunities to address the Committee during the Committee meeting. The first opportunity is during **Public Comments** where the public is invited to make comments on items that are not listed on the current agenda. Public comments are limited to 3 minutes per person. The Committee is scheduled to receive no more than 15 minutes of public comments in total unless the Committee approves a longer period. If more than three persons wish to address the Committee on the same topic, they are encouraged to select a spokesperson. The Committee does not take action or discuss items not appearing on the agenda.

The second opportunity for public input is before the Committee discusses and takes action on a specific Agenda item. The Finance and Business Development Committee is a Committee of the Petaluma Health Care District Board of Directors. The Petaluma Health Care District is governed by a publicly elected five-member Board of Directors to serve Southern Sonoma County. Board of Directors meeting information is available on the PHCD website, [www.phcd.org](http://www.phcd.org).

| AGENDA ITEM   | METHOD                                      | TIME           | RESPONSIBILITY   |
|---|---|----------------|--|
| <ul style="list-style-type: none"> <li>• <b>CALL TO ORDER</b></li> </ul>  | (1 minute)                                  | 4:00 pm        | <b>Jeffrey Tobias, MD - Board Treasurer</b>                      |
| <ul style="list-style-type: none"> <li>• <b>CONSENT CALENDAR-</b> The following item is considered routine and non-controversial and will be enacted by one motion as recommended.               <ul style="list-style-type: none"> <li>○ Approval of August 15, 2022 Agenda</li> <li>○ Approval of June 7, 2022 Minutes</li> </ul> </li> </ul> | Motion and Action<br>(1 minute)             | 4:01 pm        | <b>Jeffrey Tobias, MD - Board Treasurer</b>                      |
| <ul style="list-style-type: none"> <li>• <b>PUBLIC COMMENTS</b> (non-agenda items)</li> </ul>   | Informational                               |                |  |
| <ul style="list-style-type: none"> <li>• <b>CHANDLER QUARTERLY PRESENTATION</b> <ul style="list-style-type: none"> <li>○ <b>Portfolio update</b></li> <li>○ <b>Economic update</b></li> </ul> </li> </ul>   | Presentation and Discussion<br>(30 minutes) | 4:02 pm        | <b>Carlos Oblites, Don Penner, Chandler Financial Management</b> |
| <ul style="list-style-type: none"> <li>• <b>BUSINESS DEVELOPMENT</b> <ul style="list-style-type: none"> <li>○ <b>Hospice House Lease Update &amp; Property Assessment Report</b></li> <li>○ <b>1550 Professional Lease Update &amp; Property Assessment Report</b></li> <li>○ <b>Business Development Update</b></li> </ul> </li> </ul>         | Discussion<br>(30 minutes)                  | 4:32 pm        | <b>Jonathan Spees Consultant</b>                                 |
| <ul style="list-style-type: none"> <li>• <b>FINANCIAL STATEMENTS AND AUDIT</b> <ul style="list-style-type: none"> <li>○ <b>May and June 2022 Financials</b></li> <li>○ <b>Discussion of Auditor</b></li> </ul> </li> </ul>  | Discussion<br>(20 minutes)                  | 5:02 pm        | <b>Andrew Koblick Controller</b>                                 |
| <ul style="list-style-type: none"> <li>• <b>PLUS / DELTA/ADJOURN</b></li> </ul>   | Input<br>(3 minutes)                        | 5:22 pm-5:25pm | <b>Jeffrey Tobias, MD - Board Treasurer</b>                      |