

# AGENDA

## Petaluma Health Care District Board of Directors

Regular Board Meeting

Date: Wednesday, February 24, 2021

Time: **5:30 pm**

Virtual Meeting via Zoom (instructions on how to join below)

Due to the COVID-19 pandemic and the California Governor issuing an executive order suspending certain portions of the Brown Act PHCD Board Meetings are conducted as virtual meetings. The Petaluma Health Care District Board Meeting for Wednesday, February 24, 2021 will begin at 5:30 p.m. Please refer to the agenda on specific times for closed and open sessions.

- **Members of the public can observe or participate in the virtual meeting by:**

Clicking on the following Zoom link to join the virtual meeting: <https://zoom.us/j/97557251704> | Webinar ID: 975 5725 1704

Or join by telephone: 1-669-900-9128, Webinar ID: 975 5725 1704

- 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 5:30 p.m., prior to the Board of Directors going into closed session.
- Public who cannot participate in the open public session, but want to provide public input can email their comment to [rfaith@phcd.org](mailto:rfaith@phcd.org) by **February 23<sup>rd</sup> by 3:00 p.m.** and the comment will be read out loud during the open meeting. There will be 3 minutes allowed per public comment.

Meeting Roles:

Elece Hempel, President

Ty Mooney, Board Clerk

Leader

Recorder

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| <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, a thriving hospital, 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. Board and staff will actively listen and respond honestly and respectfully</li><li>3. Always check your assumptions</li><li>4. Apply these principles at each Board meeting</li></ol> |

The Board values public comments and wishes to convey that although Board 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 Board during the Board 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 Board is scheduled to receive no more than 15 minutes of public comments in total unless the Board approves a longer period. If more than three persons wish to address the Board on the same topic, they are encouraged to select a spokesperson. The Board does not take action or discuss items not appearing on the agenda.

The second opportunity for public input is before the Board discusses and takes action on a specific Agenda item. The Petaluma Health Care District is governed by a publicly elected five-member Board of Directors to serve Southern Sonoma County. Board of Directors meetings are typically held on the third Wednesday of each month starting at 5:00 PM unless otherwise noticed. Copies of agendas and approved minutes are available on the PHCD website, [www.phcd.org](http://www.phcd.org).

| STRATEGIC PRIORITY       | AGENDA ITEM   | METHOD            | RESPONSIBILITY  |
|--------------------------|---|-------------------|---|
|                          | <b>1. CALL TO ORDER</b> <ul style="list-style-type: none"> <li>• Roll Call</li> <li>• Timekeeper</li> <li>• Call for Conflict</li> <li>• Mission and Vision</li> </ul>  |                   | Elece Hempel,<br>Board President  |
|                          | <b>2. CONSENT CALENDAR</b> The following items are considered routine and non-controversial and will be enacted by one motion as recommended. At the request of the Board of Directors, a specific item may be discussed and/or removed from the Consent Calendar for separate action. <ul style="list-style-type: none"> <li>• Approval of January 20<sup>th</sup> PHCD Board Meeting Minutes</li> <li>• Approval of December 31, 2020 Financial Statements</li> </ul> | Motion and Action | Elece Hempel,<br>Board President  |
|                          | <b>3. PUBLIC COMMENTS</b> (non-agenda items)  | Informational     |   |
|                          | <b>4. BOARD COMMENTS</b> <ul style="list-style-type: none"> <li>• <i>52 Ways to be a Better Board – Chapters 3 &amp; 4</i></li> </ul>   | Informational     | Brian Dufour,<br>Director   |
| PETALUMA VALLEY HOSPITAL | <b>5. PETALUMA VALLEY HOSPITAL</b> <ul style="list-style-type: none"> <li>• SRM Alliance Board Update</li> </ul>  | Informational     | David Southerland,<br>VP Operations, PSJH<br>Jeffrey Tobias, MD,<br>SRM Alliance PHCD<br>Board Representative |

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| <b>GOVERNANCE</b>                                      | <b>6. BOARD GOVERNANCE EDUCATION: COMMUNITY ENGAGEMENT</b> <ul style="list-style-type: none"> <li>• ACHD Membership Tool Kit</li> </ul>  | Informational                | Ramona Faith,<br>CEO  |
|  | <b>7. ADMINISTRATIVE REPORTS</b> <ul style="list-style-type: none"> <li>• Presidents Report</li> <li>• CEO Report <ul style="list-style-type: none"> <li>○ ACHD Update</li> <li>○ LAFCO Commission</li> <li>○ Petaluma Health Foundation Board Interest Form</li> <li>○ District News Articles/ Ads</li> </ul> </li> </ul>   | Informational/<br>Discussion | Ramona Faith,<br>CEO  |
| <b>FINANCIAL SUSTAINABILITY</b>                        | <b>8. FINANCIAL SUSTAINABILITY</b> <ul style="list-style-type: none"> <li>• Finance Committee Minutes of February 11, 2021</li> <li>• Discussion and approval of RFP document and timeline to identify an investment advisor</li> <li>• Discussion and approval of Investment Policy #16</li> <li>• Discussion and approval of future office space</li> <li>• Update on District owned property</li> </ul> <p><i>Public Comments</i></p> | Discussion/<br>Action        | Andrew Koblick,<br>Controller<br>Jeffery Tobias,<br>Treasurer |
| <b>GOVERNANCE</b>                                      | <b>9. RESOLUTION 21-01 CHANGE IN CHECKING ACCOUNT AUTHORIZATIONS</b> <p><i>Public Comments</i></p>   | Discussion/<br>Action        | Andrew Koblick,<br>Controller<br>Jeffery Tobias,<br>Treasurer |
| <b>STRATEGIC PLAN</b>                                  | <b>10. FORGING A NEW PATH</b> <ul style="list-style-type: none"> <li>• Discussion and approval of updated vision, strategic priorities, and goals</li> </ul> <p><i>Public Comments</i></p>   | Discussion/<br>Action        | Ramona Faith,<br>CEO  |
| <b>COMMUNITY HEALTH COLLABORATION AND PARTNERSHIPS</b> | <b>11. INFORMATIONAL ITEMS</b> <ul style="list-style-type: none"> <li>• Upcoming Events <ul style="list-style-type: none"> <li>○ ACHD Sexual Harassment Training February 23<sup>rd</sup> and March 9<sup>th</sup></li> </ul> </li> <li>• Next Board Meeting <ul style="list-style-type: none"> <li>○ Board Meeting March 17, 2021</li> </ul> </li> <li>• Articles of Interest</li> </ul>  | Informational                | Ramona Faith,<br>CEO  |

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|  | <b>12. ANNOUNCEMENT OF CLOSED SESSION ITEMS</b><br><br><i>Public Comment</i>  | Action        | Elece Hempel,<br>Board President                         |
|  | <b>13. PUBLIC COMMENTS ON CLOSED SESSION ITEMS</b>  | Informational |  |
|  | <b>14. ADJOURN TO CLOSED SESSION</b><br><b>Government Code §54957.6</b> Closed Session regarding employee matters<br><br><i>Public Comments</i> | Action        | Elece Hempel,<br>Board President<br>Ramona Faith,<br>CEO |
|  | <b>15. ADJOURN TO OPEN SESSION</b><br><br><i>Public Comments</i>  | Action        | Elece Hempel,<br>Board President                         |
|  | <b>16. PLUS/ DELTA/</b>   |               | Elece Hempel,<br>Board President                         |
|  | <b>17. ADJOURN</b>  |               | Elece Hempel,<br>Board President                         |

**CONFERENCE CALL LOCATION ADDENDUM**

| <b>NAME</b>                          | <b>PHYSICAL ADDRESS</b>                                  |
|--------------------------------------|--|
| Donald J. Bouey<br>Bouey & Black LLP | 1615 Bonanza Street, Suite 305<br>Walnut Creek, CA 94596 |