

# AGENDA

## Petaluma Health Care District Finance and Business Development Committee Meeting Date/Time: Tuesday November 8, 2022; 4:00 pm – 5:20 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 November 8, 2022**, will begin at 04:00 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 Committee during *public comments on non-agendized or closed session items* can do so by joining the virtual meeting using the Zoom link above at 04:00 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 **November 7, 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, PHCD 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.

11-08-2022 PHCD Finance Committee

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 Petaluma Health Care District is governed by a publicly elected five-member Board of Directors to serve Southern Sonoma County. The Finance Committee meetings are typically held on the second Tuesday of each month starting at 4:00 PM unless otherwise noticed. Copies of agendas and approved minutes are available on the PHCD website, [www.phcd.org](http://www.phcd.org).

<b>AGENDA ITEM</b>	<b>METHOD</b>	<b>TIME</b>	<b>RESPONSIBILITY</b>
<ul style="list-style-type: none"> <li>• <b>CALL TO ORDER</b></li> </ul>	(1 minute)	4:00 pm	Jeffrey Tobias, MD Board Treasurer
<ul style="list-style-type: none"> <li>• <b>CONSENT CALENDAR-</b> The following item is considered routine and non-controversial and will be approved by one motion as recommended.               <ul style="list-style-type: none"> <li>○ Approval of November 8, 2022 Agenda</li> <li>○ Approval of October 11, 2022 Minutes</li> </ul> </li> </ul>	Motion and Action (1 minute)	4:01 pm	Jeffrey Tobias, MD Board Treasurer
<ul style="list-style-type: none"> <li>• <b>PUBLIC COMMENTS (non-agenda items)</b></li> </ul>	Informational		
<ul style="list-style-type: none"> <li>• <b>CHANDLER QUARTERLY PORTFOLIO REPORT</b> <ul style="list-style-type: none"> <li>○ Portfolio Update</li> <li>○ Economic Update</li> </ul> </li> </ul>	Discussion (20 minutes)	4:02 pm	Carlos Oblites and Don Penner, Financial Manager-Chandler Asset Management
<ul style="list-style-type: none"> <li>• <b>CHANDLER REPORTING SCHEDULE</b> <ul style="list-style-type: none"> <li>○ Quarterly Finance Committee (February-May-August-November)</li> <li>○ Annual Report to Board (February or May)</li> </ul> </li> </ul>	Discussion (5 minutes)	4:22 pm	Jeffrey Tobias, MD Board Treasurer
<ul style="list-style-type: none"> <li>• <b>BUSINESS DEVELOPMENT</b> <ul style="list-style-type: none"> <li>○ Hospice House Lease Update</li> <li>○ Business Development Update</li> <li>○ Discussion of Business Development Framework</li> </ul> </li> </ul>	Discussion (30 minutes)	4:27 pm	Jonathan Spees Consultant
<ul style="list-style-type: none"> <li>• <b>FINANCIAL STATEMENTS AND BUDGET</b> <ul style="list-style-type: none"> <li>○ Fiscal Year 2021-22 Audit</li> <li>○ Portfolio Update</li> <li>○ Unaudited September 2022 Financials</li> </ul> </li> </ul>	Discussion (18 minutes)	4:57 pm	Andrew Koblick Controller
<ul style="list-style-type: none"> <li>• <b>PLUS / DELTA / ADJOURN</b></li> </ul>	Input	5:15 pm	Jeffrey Tobias, MD Board Treasurer