

AGENDA

Petaluma Health Care District Board of Directors

Regular Board Meeting

Date: Wednesday September 15, 2021

Time: 5:00 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 Special Board Meeting for Wednesday, September 15, 2021 will begin at 5:00 p.m.

- 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/87934544905> | Webinar ID: 879 3454 4905

Or join by telephone: 1-669-900-9128 | Webinar ID: 879 3454 4905

- 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 5:00 pm prior to the Board of Directors going into closed session.
- Public who cannot participate but want to provide public comment can email their comment to rfaith@phcd.org by **September 14th at 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:

Elece Hempel, President

Ty Mooney, Board Clerk

Leader

Recorder

MISSION	<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>
VISION	<i>The Petaluma Health Care District envisions a healthy community and equitable access to health and wellness services for all.</i>
COMMUNICATION NORMS	<ol style="list-style-type: none">All communication will be accurate and briefBoard and staff will actively listen and respond honestly and respectfullyAlways check your assumptionsApply these principles at each Board meeting

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.

STRATEGIC PRIORITY	AGENDA ITEM	METHOD	RESPONSIBILITY
	1. CALL TO ORDER <ul style="list-style-type: none"> • Roll Call • Timekeeper • Call for Conflict • Mission and Vision 		Eleece Hempel, Board President
	2. CONSENT CALENDAR: 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"> • Approval of September 15, 2021 Board Agenda • Approval of August 18, 2021 Board Meeting Minutes • Approval of July 31, 2021 Financial Statements 	Motion and Action	Eleece Hempel, Board President
	3. PUBLIC COMMENTS (non-agenda items)	Informational	
	4. BOARD COMMENTS <ul style="list-style-type: none"> • 52 Ways to be a Better Board – Chapters 13 & 14 	Informational	Crista Nelson, Vice President
	5. FINANCIAL SUSTAINABILITY <ul style="list-style-type: none"> • August 12th Finance Committee Meeting Minutes • September 8th Finance Committee Meeting Update • Business Development Update <ul style="list-style-type: none"> ○ SRCH Proposed Pace Program <i>Public Comments</i>	Informational/ Discussion/ Action	Andrew Koblick, Controller Jeffery Tobias, Treasurer Jonathan Spees, Consultant

	6. FY 2020/21 ANNUAL AUDIT REPORT <i>Public Comments</i>	Discussion/ Action	Andrew Koblick Controller Rick Jackson, CPA JWT & Associates, LCC
GOVERNANCE	7. INVESTMENT POLICY <i>Public Comments</i>	Discussion/ Action	Ramona Faith, CEO Jeff Tobias Board Treasurer
	8. APPROVE BOARD POLICIES PRESENTED AT AUGUST BOARD MEETING INCORPORATING RECOMMENDED EDITS AND LEGAL REVIEW <ul style="list-style-type: none"> • Basis of Authority • Operating Principles of the Board • Code of Ethics • Ethics Training • Guiding Principles for District Business Ventures • Conflict of Interest • CEO Performance Evaluation • Board Meeting and Conduct Policy • Access to Public Records • Board Meeting Policy • Board Meeting Layout Policy • Board Compensation and Reimbursement Policy • Minutes of Board Meetings • Records Retention • Purchasing Signature Authority • Grant Funding Policy • Board Continuing Education • Financial Reserve Policy • Procedure for Filing a Board Vacancy • Policy on Board Elections • Sexual Harassment Prevention Training • Board Advocacy <i>Public Comments</i>	Informational/ Discussion/ Action	Ramona Faith, CEO
COMMUNITY HEALTH	9. BLUE ZONES COMMUNITY WIDE WELL- BEING INITIATIVE <i>Public Comments</i>	Discussion/ Action	Ramona Faith CEO
GOVERNANCE	10. BOARD GOVERNANCE SELF-ASSESSMENT <ul style="list-style-type: none"> • Review Survey Results • Identify Governance Goal 	Informational/ Discussion	Elece Hempel, Board President Ramona Faith, CEO

	11. BOARD RETREAT <ul style="list-style-type: none"> • Bischoff Performance Improvement Consulting • Proposed October 20th & November 17th • Identify Topics for Strategic Discussion <p><i>Public Comments</i></p>	Discussion/ Action	Ramona Faith, CEO Elece Hempel, Board President
	12. ADMINISTRATIVE REPORTS <ul style="list-style-type: none"> • Presidents Report • CEO Report <ul style="list-style-type: none"> ○ ACHD Advocate ○ ACHD DEI Training ○ ACHD Virtual Conference ○ Ad Hoc Community Advisory Committee ○ Petaluma Health Foundation ○ Petaluma Valley Hospital Foundation Campaign Plan • District Articles/ Ads/ Letters 	Informational/ Discussion	Elece Hempel, Board President Ramona Faith, CEO
COMMUNITY HEALTH COLLABORATION AND PARTNERSHIPS	13. INFORMATIONAL ITEMS <ul style="list-style-type: none"> • Upcoming Events <ul style="list-style-type: none"> ○ Sequoia Senior Solutions Living with Dementia – September 21st ○ ACHD Annual Meeting – September 22-24th ○ A Night in Tuscany NBCC Fundraiser – October 30th at the Jacuzzi Family Vineyards ○ Free Youth and Young Adults Cardiac Screening – February 27th at the Santa Rosa Junior College Petaluma Campus 	Informational	Ramona Faith, CEO
	14. PLUS/ DELTA/		Elece Hempel, Board President
	15. ADJOURN	Action	Elece Hempel, Board President

CONFERENCE CALL LOCATION ADDENDUM

NAME	PHYSICAL ADDRESS
Jonathan J. Spees Marine Street Consulting, LLC	930 S. Biron Drive Wisconsin Rapids, WI 54494
Rick Jackson, CPA JWT & Associates, LLC	1111 East Herndon Avenue Suite 211 Fresno, CA 93720