



# REGULAR MEETING OF THE BOARD OF DIRECTORS MINUTES

Thursday, September 27, 2018 at 4:00 p.m.

Eskridge Conference Room - Tahoe Forest Hospital  
10121 Pine Avenue, Truckee, CA 96161

## 1. CALL TO ORDER

Meeting was called to order at 4:00 p.m.

## 2. ROLL CALL

Board: Dale Chamblin, Board President; Randy Hill, Vice President; Alyce Wong, Secretary; Mary Brown, Board Member

Staff in attendance: Harry Weis, Chief Executive Officer; Crystal Betts, Chief Financial Officer; Judy Newland, Chief Operating Officer; Martina Rochefort, Clerk of the Board

Other: David Ruderman, Assistant General Counsel,

*Charles Zipkin, M.D., Treasurer, and Jake Dorst, Chief Information and Innovation Officer participated via phone.*

## 3. DELETIONS/CORRECTIONS TO THE POSTED AGENDA

Item 15.3.3. will be pulled from the consent calendar and discussed under item 18.

## 4. INPUT AUDIENCE

No public comment was received.

**Open Session recessed at 4:04 p.m.**

## 5. CLOSED SESSION

### 5.1. Report Involving Trade Secrets (Health & Safety Code § 32106)

*Discussion will concern: Proposed new programs and facilities*

*Estimated date of disclosure: September 2019*

*Discussion was held on a privileged item.*

### 5.2. Hearing (Health & Safety Code § 32155) ◆

*Subject Matter: Second Quarter 2018 Quality Report*

*Number of items: One (1)*

*Discussion was held on a privileged item.*

### 5.3. Hearing (Health & Safety Code § 32155)

*Subject Matter: Quality Assurance Reports*

*Number of items: Two (2)*

*Discussion was held on a privileged item.*

**5.4. Approval of Closed Session Minutes** ◆

08/23/2018

*Discussion was held on a privileged item.*

**5.5. TIMED ITEM – 5:30PM – Hearing (Health & Safety Code § 32155)** ◆

*Subject Matter: Medical Staff Credentials*

*Discussion was held on a privileged item.*

**6. DINNER BREAK**

**7. OPEN SESSION – CALL TO ORDER**

**Meeting reconvened at 6:17 p.m.**

**8. REPORT OF ACTIONS TAKEN IN CLOSED SESSION**

General Counsel reported the Board considered five items in closed session. There was no reportable action taken on items 5.1 through 5.3. Items 5.4 and 5.5 were both approved on 4-0 vote.

**9. DELETIONS/CORRECTIONS TO THE POSTED AGENDA**

Board President noted item 15.3.3. no longer needed to be pulled.

**10. INPUT – AUDIENCE**

No public comment was received.

**11. INPUT FROM EMPLOYEE ASSOCIATIONS**

Public comment was received from Juan Abarca-Sanchez.

**12. SAFETY FIRST**

**12.1.** Chief Operating Officer Judy Newland presented the September Safety First Topic on the District's recent active shooter drill.

**13. ACKNOWLEDGMENTS**

**13.1.** Thank you to Wellness Neighborhood for Truckee Thursdays Baby Station.

**13.2.** Stephen Hicks was named September 2018 Employee of the Month.

**13.3.** Jake Dorst named on Becker's Community Hospital CIOs to Know 2018 list.

**13.4.** Tahoe Forest Hospital named in Becker's Hospital Review's 2018 List of "Critical Access Hospitals to Know".

**13.5.** National Customer Service Week is October 1-5, 2018.

**14. MEDICAL STAFF EXECUTIVE COMMITTEE** ◆

**14.1.** Medical Executive Committee (MEC) Meeting Consent Agenda

MEC recommends the following for approval by the Board of Directors: *Policies and Procedures: Immunizations/Vaccinations for Medical Staff and Allied Health Professional Staff, MSGEN-1603 [Revised]*

Discussion was held.

**ACTION:** Motion made by Director Brown, seconded by Director Wong, to approve the Policies and Procedures: Immunizations/Vaccinations for Medical Staff and Allied Health Professional Staff, MSGEN-1603 [Revised] as presented.

No public comment was received.

**AYES:** Directors Brown, Wong, Hill and Chamblin

**Abstention:** None

**NAYS:** None

**Absent:** Zipkin

**15. CONSENT CALENDAR ♦**

These items are expected to be routine and non-controversial. They will be acted upon by the Board without discussion. Any Board Member, staff member or interested party may request an item to be removed from the Consent Calendar for discussion prior to voting on the Consent Calendar.

**15.1. Approval of Minutes of Meetings**

15.1.1. 08/23/2018

15.1.2. 09/12/2018

**15.2. Financial Reports**

15.2.1. Financial Report – August 2018

**15.3. Staff Reports**

15.3.1. CEO Board Report

15.3.2. COO Board Report

15.3.3. CNO Board Report

15.3.4. CIO Board Report

15.3.5. CMO Board Report

**15.4. Policy Review**

15.4.1. ABD-11 Fiscal Policy

15.4.2. ABD-23 Post-Issuance Compliance Procedure for Outstanding Tax-Exempt Bonds

**ACTION:** Motion made by Director Wong, seconded by Director Hill, to approve the Consent Calendar as presented.

**AYES:** Directors Brown, Wong, Hill and Chamblin

**Abstention:** None

**NAYS:** None

**Absent:** Zipkin

**16. ITEMS FOR BOARD ACTION ♦**

**16.1. Resolution 2018-08 ♦**

Crystal Betts, Chief Financial Officer, and Gary Hicks, TFHD's Financial Advisor, presented a resolution for proposed equipment financing.

**ACTION:** Motion made by Director Brown, seconded by Director Hill, to approve Resolution 2018-08 as presented.

Public comment was received from Juan Abarca-Sanchez.

**Roll call vote taken.**

**Brown – AYE**

**Wong – AYE**

**Hill – AYE**

**Chamblin – AYE**  
**Zipkin - Absent**

**16.2. Community Health Improvement Plan (CHIP) ♦**

Karen Baffone, Chief Nursing Officer, presented the 2018 Community Health Improvement Plan. Discussion was held.

**ACTION: Motion made by Director Hill, seconded by Director Brown, to accept the Community Health Improvement Plan as presented.**

**AYES: Directors Brown, Wong, Hill and Chamblin**

**Abstention: None**

**NAYS: None**

**Absent: Zipkin**

**16.3. Award of Construction Bid ♦**

Dylan Crosby, Manager of Construction and Facilities, and Jason Shakespeare, Project manager with Geney Gassiot, presented construction bids for the demolition and paving of 10054 Pine Avenue. Discussion was held.

**ACTION: Motion made by Director Brown, seconded by Director Wong, to award the construction bid as presented.**

Counsel noted for the record that Director Zipkin is participating by phone but cannot vote.

**AYES: Directors Brown, Wong, Hill and Chamblin**

**Abstention: None**

**NAYS: None**

**Absent: Zipkin**

**16.4. 2019-2021 Strategic Plan Approval ♦**

COO and Karma Bass of VIA Healthcare Consulting presented the draft 2019-2021 Strategic Plan. Discussion was held.

**ACTION: Motion made by Director Wong, seconded by Director Hill, to approve the Strategic Plan Framework as presented.**

No public comment was received.

**AYES: Directors Brown, Wong, Hill and Chamblin**

**Abstention: None**

**NAYS: None**

**Absent: Zipkin**

**17. ITEMS FOR BOARD DISCUSSION**

**17.1. Recap of Governance Institute Leadership Conference**

Discussion was held on the board's attendance at a recent Governance Institute Leadership Conference.

Director Chamblin and Director Wong will send their top 5 conference takeaways to Clerk of the Board for distribution at Governance Committee.

Discussion was held.

**18. DISCUSSION OF CONSENT CALENDAR ITEMS PULLED, IF NECESSARY**

None.

**19. BOARD COMMITTEE REPORTS/RECOMMENDATIONS FOR DISCUSSION AND/OR ACTION**

**19.1. Finance Committee Meeting – 09/21/2018**

Director Brown noted the topic of the last Finance Committee was already addressed in item 16.1.

**19.2. Governance Committee Meeting – Meeting scheduled for September 28, 2018.**

Update will take place at October board meeting.

**19.3. Executive Compensation Committee Meeting – No meeting held in September.**

**19.4. Quality Committee Meeting – No meeting held in September.**

**20. AGENDA INPUT FOR UPCOMING COMMITTEE MEETINGS**

None.

**21. ITEMS FOR NEXT MEETING**

-Juan Abarca-Sanchez asked the Board to consider bringing its board meetings back to hospital.

**22. BOARD MEMBERS REPORTS/CLOSING REMARKS**

None.

**23. CLOSED SESSION CONTINUED, IF NECESSARY**

Not applicable.

**24. OPEN SESSION**

**25. REPORT OF ACTIONS TAKEN IN CLOSED SESSION, IF NECESSARY**

Not applicable.

**26. ADJOURN**

Meeting adjourned at 7:29 p.m.