



TAHOE FOREST HOSPITAL DISTRICT

2017-10-23 Board Personnel Committee Meeting

Monday, October 23, 2017 at 1:00 p.m.

Human Resources Conference Room - Tahoe Forest Hospital

10024 Pine Avenue, Truckee, CA 96161

Meeting Book - 2017-10-23 Board Personnel Committee Meeting

10/23 Personnel Committee

AGENDA

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ITEMS 1 - 4: See Agenda

5. APPROVAL OF MINUTES

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ITEMS 6 - 9: See Agenda



BOARD PERSONNEL COMMITTEE AGENDA

Monday, October 23, 2017 at 1:00 p.m.
Human Resources Conference Room - Tahoe Forest Hospital
10024 Pine Avenue, Truckee, CA 96161

- 1. CALL TO ORDER**
- 2. ROLL CALL**
Alyce Wong, R.N., Chair; Dale Chamblin, Board Member
- 3. CLEAR THE AGENDA/ITEMS NOT ON THE POSTED AGENDA**
- 4. INPUT – AUDIENCE**
This is an opportunity for members of the public to address the Committee on items which are not on the agenda. Please state your name for the record. Comments are limited to three minutes. Written comments should be submitted to the Board Clerk 24 hours prior to the meeting to allow for distribution. Under Government Code Section 54954.2 – Brown Act, the Committee cannot take action on any item not on the agenda. The Committee may choose to acknowledge the comment or, where appropriate, briefly answer a question, refer the matter to staff, or set the item for discussion at a future meeting.
- 5. APPROVAL OF MINUTES OF: 10/03/2017..... ATTACHMENT**
- 6. CLOSED SESSION**
 - 6.1. Conference with Labor Negotiator (Government Code § 54957.6)**
Name of District Negotiator(s) to Attend Closed Session: Alyce Wong
Unrepresented Employee: Chief Executive Officer
 - 6.2. Approval of Closed Session Minutes**
10/03/2017
- 7. REVIEW FOLLOW UP ITEMS / BOARD MEETING RECOMMENDATIONS**
- 8. NEXT MEETING DATE**
Personnel Committee will meet as needed.
- 9. ADJOURN**

*Denotes material (or a portion thereof) may be distributed later.

Note: It is the policy of Tahoe Forest Hospital District to not discriminate in admissions, provisions of services, hiring, training and employment practices on the basis of color, national origin, sex, religion, age or disability including AIDS and related conditions.

Equal Opportunity Employer. The meeting location is accessible to people with disabilities. Every reasonable effort will be made to accommodate participation of the disabled in all of the District's public meetings. If particular accommodations for the disabled are needed (i.e., disability-related aids or other services), please contact the Executive Assistant at 582-3481 at least 24 hours in advance of the meeting.

BOARD PERSONNEL COMMITTEE

DRAFT MINUTES

Tuesday, October 3, 2017 at 1:00 p.m.
Human Resources Conference Room - Tahoe Forest Hospital
10024 Pine Avenue, Truckee, CA 96161

1. CALL TO ORDER

Meeting called to order at 1:01 p.m.

2. ROLL CALL

Board: Alyce Wong, R.N., Chair; Dale Chamblin, Board Member

Staff in attendance: Crystal Betts, Chief Financial Officer; Alex MacLennan, Chief Human Resources Officer; Jan Waters, HRIS Specialist; DeeDee Holmes, Benefits Coordinator; Martina Rochefort, Clerk of the Board

Other: Ben Teichman and Jack Thomas of Future Sense

3. CLEAR THE AGENDA/ITEMS NOT ON THE POSTED AGENDA

Personnel Committee directed to staff bring update on employee engagement survey action plan.

4. INPUT – AUDIENCE

No public comment received.

5. APPROVAL OF MINUTES OF: 7/24/2017

Director Chamblin approved the Personnel Committee minutes of July 24, 2017, seconded by Director Wong.

Open Session recessed at 1:07 p.m.

6. CLOSED SESSION

6.1. Conference with Labor Negotiator (Government Code § 54957.6)

Name of District Negotiator(s) to Attend Closed Session: Alyce Wong

Unrepresented Employee: Chief Executive Officer

Discussion was held on a privileged item.

Open Session reconvened at 2:12 p.m.

7. ITEMS FOR COMMITTEE DISCUSSION AND/OR RECOMMENDATION

7.1. Employee Relations

The topic of employee relations has been brought up because of Quadruple AIM.

Director Wong got the sense that things are not as smooth as they could be and would like to have a forum or safe place for the Employee Associations to come and speak.

Board Directors need to not get into the “details”.

CEO noted interest in the Employee Associations as well as communication has increased.

Town Halls this year were smaller, more intimate groups that provided a great opportunity to engage.

The personnel committee could be a great forum for employees to come and speak.

Director Chamblin is concerned about giving staff two places to go.

Both employee associations feel like they are being heard.

EA is more concerned with representation on their board.

Director Wong commended HR for listening and working with employee associations.

It is important to make employees feel valued.

Human Resources has been working on night shift personal leave (PL), breaks, EAP release time and per diem.

Personnel Committee would like to have this as an ongoing agenda item.

8. REVIEW FOLLOW UP ITEMS / BOARD MEETING RECOMMENDATIONS

None.

9. NEXT MEETING DATE

Personnel Committee discussed meeting again on October 23, 2017. Time and location TBD.

10. ADJOURN

Meeting adjourned at 2:40 p.m.