

**NORTH SONOMA COUNTY HEALTHCARE DISTRICT
BOARD OF DIRECTORS
Minutes of February 27, 2020 Meeting**

Please note copies of all pertinent material considered by the Board in Open Session are included in the final Board Packet.
Also, note items are sometimes taken out of order and are so indicated.

CALL TO ORDER

The Board of Directors of the North Sonoma County Healthcare District met in the Conference Room at 190 Foss Creek Circle, Suite F, Healdsburg CA on Thursday, February 27, 2020. Chair Gore called the meeting to order at 4:35 p.m.

ROLL CALL

Board Clerk, Susan Schmid, called the roll. The following Directors, constituting a quorum, were present:

Erin Gore, Chair
EJ Neil, Vice Chair
Jim Nantell, Treasurer
David Anderson, Secretary
Sue Campbell, Director

Absent: none

Also present: Joe Harrington, CEO
Richard Baland, Interim CFO
Berta Kaemmerling, CNO
Kristina Holloway, CHRO
Tom Gillis, Revenue Cycle Director and Compliance Officer
Shahriar Taj, Financial Consultant
William Arnone, District Counsel
Dr. Gary LeKander, Chief of Staff
Dr. Joseph Tito, Physician on staff

APPROVAL OF AGENDA

A motion was made by Director Nantell and seconded by Director Neil to approve the agenda as amended to discuss closed session topics in a an order different than agendized.
The motion was approved unanimously.

Public Comment on Closed Session

None.

CLOSED SESSION

Chair Gore adjourned to Closed Session at 4:45pm.

RECONVENE OPEN SESSION

The Board returned to Open Session at 5:35 pm.
Counsel reported out on Closed Session discussion.

ITEM 1: Reports Involving Trade Secret pursuant to Health & Safety Code section 32106. The discussions will concern proposed new services, programs or facilities. The estimated date of public disclosure is unknown.

No Reportable action was taken.

ITEM 2: Hearings concerning staff privileges pursuant to Gov't Code Sec 54957 and Health & Safety Code Sec 32155; Title: Physicians and Physician Assistants and Delineation of Criteria for Allied Health Professionals.

Reportable action was taken with the motion by Director Campbell seconded by Director Anderson to approve all Medical Staff recommendations; both privileges and credentials as presented.

This motion was approved unanimously.

ITEM 3: Reports concerning hospital medical audit or quality assurance committees pursuant to Health & Safety Code sections 1461 and 32155

No Reportable Action taken.

Public Comment for Open Session

None.

REGULAR BUSINESS

Mission, Vision and Values –Mission Stories for the Month

CNO Berta Kaemmerling reported a story of a staff member who voluntarily took an online educational course that was not required.

Motion to Approve the Consent Calendar

A Motion to approve the Consent Calendar was made by Director Nantell and seconded by Director Neil.

This motion was approved unanimously.

Strategic Planning Board Committee Report Out

Committee Update – Erin Gore reviewed the “next steps” for Strategic Planning Committee. The data from the 2020 objectives polling will be analyzed and gap analysis will be performed. The results will come to the Board in March with the partnership strategy identify the key needs and desires of the District. Joe Harrington will be working on a comprehensive flow chart with a timeline for Partnership objectives.

Finance and Budget Board Committee Report Out

1. Approval of Monthly Capital Requests

Treasurer Jim Nantell reported the Finance and Budget Committee reviewed the Capital Requests in detail and recommended approval to the Board.

CFO Baland presented the Capital Requests. CNO Kaemmerling reviewed the details on the purchases.

A Motion was made by Director Campbell and seconded by Director Gore to approve the Capital Requests as presented.

This motion was approved unanimously.

2. Healdsburg Hospital Pharmacy for Employees

Treasurer Jim Nantell reported the Finance and Budget Committee discussed this proposal in detail and recommended approval to the Board.

CEO Harrington reviewed savings to the employees and the hospital.

A Motion was made by Director Neil and seconded by Director Nantell to approve implementation of the hospital Employee Pharmacy as presented.

This motion was approved unanimously.

3. Nurse Call System Project – Staff is still working on the details. This will come to Board for approval when the documentations ready.

4. 2020 Budget

Treasurer Jim Nantell reported the Finance and Budget Committee reviewed the 2020 budget in detail and recommended approval to the Board.

CFO Baland presented the 2020 budget for approval, reviewing the assumptions page in detail. CFO Baland thanked the finance team, Shahriar Taj and Nathan Oliver for assistance in completing the budget documentation

A Motion was made by Director Gore and seconded by Director Campbell to approve the 2020 Budget as presented

This motion was approved unanimously.

Treasurer Jim Nantell noted this was the last Board meeting where Shahriar Taj would be present. He thanked Mr. Taj for his years of service and commitment to the well-being of the hospital and the District. The Board wished Mr. Taj well in his future endeavors.

Board and C Suite Development Committee Report Out

Committee Update – Sue Campbell and Jim Nantell brought two candidates in to be interviewed by the Board and staff. No decisions have been made at this time. Erin Gore and Jim Nantell will be leading the next round of interviews.

Policies and Procedures

Approval of Proposed Changes to Hospital Policies and Procedures and Rules and Regulations and Bylaws.

See binder in Admin for policy details.

CNO Kaemmerling reviewed the policies up for approval.

A Motion was made by Director Nantell and seconded by Director Neil to approve the policy as presented.

This motion was approved unanimously.

Med Staff Medical Staff

Review/Approval of Susan Castleman, M.D. Affirmation of Employment

Chief of Staff, Gary Lekander and CEO Joe Harrington reviewed the document, a requirement under Senate Bill AB2024 regarding physician employment.

A Motion was made by Director Campbell and seconded by Director Anderson to authorize Chair Gore to sign the affirmation.

This motion was approved unanimously.

4th Qtr 2019 Patient Satisfaction Report

CNO Kaemmerling reviewed the report. Discussion ensued regarding action plans to address any areas of concerns like the Pharmacy discharge process.

Question from the Public: Dr. Weissberg asked if there was a process to establish goals to address the Patient Satisfaction Report issues?

The Board gave a directive to CNO Kaemmerling's staff to respond to Dr. Weissberg's inquiry.

STANDING ITEMS:

1. Consideration of Materials Disseminated by Board Members and Staff

Board Members and Staff may share materials of interest.

- 2019/2020 Conflict of Interest Statements (700 Form) – Board members and C Suite were reminded of this annual requirement .
- Dave Anderson reported on the Opioid Task force. See report in the February Board packet
- Chair Gore complimented Director Anderson for an thorough and informative report

ADJOURNMENT: 6:45pm

Chair Gore adjourned the February meeting of the North Sonoma County Healthcare District.

Contact Susan Schmid, Clerk of the Board for further information. sschmid@nschd.org

3/24/2020