

NORTH SONOMA COUNTY HEALTHCARE DISTRICT

BOARD OF DIRECTORS

Minutes of Meeting March 25, 2021 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 via Zoom with the Board Clerk hosting the meeting at 190 Foss Creek Circle, Suite F, Healdsburg CA on Thursday, March 25, 2021. Chair EJ Neil called the meeting to order at 4:343 p.m.

**ROLL CALL**

[*California Governor Gavin Newsom issued Executive Order N-25-20 on March 12, 2020*](https://www.gov.ca.gov/2020/03/12/governor-newsom-issues-new-executive-order-further-enhancing-state-and-local-governments-ability-to-respond-to-covid-19-pandemic/)*, relating to the convening of public meetings in light of the COVID-19 pandemic. Pursuant to the Governor’s Executive Order, Board members will attend the meeting via Zoom.*

Board Clerk, Susan Schmid, called the roll. The following Board members were present via Zoom constituting a quorum

EJ Neil, Chair

David Anderson M.D., Vice Chair

Jim Nantell, Treasurer joined at 4:45 pm

Sue Campbell, Secretary

Erin Gore, Director

Absent: none

Also present via Zoom:

William Arnone, District Counsel

Julie Hanamura

Jed Weissberg, M.D.

Gina Fabiano

**APPROVAL OF AGENDA**

**A motion was made by Director Anderson and seconded by Director Campbell to approve the agenda.**

**Vote: Neil: Y Anderson: Y Nantell: abs Campbell: Y Gore: Y. The motion was approved unanimously.**

**Public Comment for Open Session:** none

**REGULAR BUSINESS**

**1.** **Consent Calendar**:

Minutes of the February Regular Meeting

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

**Vote: Neil: Y Anderson: Y Nantell: Y Campbell: Y Gore: Y. The motion was approved unanimously.**

**2. Update on the District Funding in Support of Alliance Medical Center and Alexander Valley Healthcare COVID-19 Vaccine Community Collaborative Clinics.**

1. **Update on Vaccine Clinics District Wide** – Sonoma County is leading in vaccination rates. Alliance Medical Center shared data detailing the successful vaccination clinics in Windsor and Healdsburg. The Healdsburg Tribune will be contacted to write a story.
2. **Funding Allocation and Distribution/ Community Agency Contributions** – Model for Community Funding being used by other communities
3. **County/State/Federal Reimbursement to Clinics** – Supervisor Gore is championing the issue and meeting regularly with FQHCs

The *Allocation of Funds Letter*s have been finalized and approved by Counsel Arnone. Chair Neil will sign the letters. Sue Campbell and Erin Gore will arrange for delivery of the checks to Debbie Howell, CEO Alexander Valley HealthCare and Joan Churchill, CEO Alliance Medical Center.

**Follow up Action: *Vaccine Clinic Update and discussion regarding loam repayment and consideration of changing funds from loan status to a grant will be agendized for the April Board meeting.***

**Follow up Action: *Press contacted to write a story about the vaccine clinics.***

**3. Update on the NorCal HealthConnect Community Boards**

Sue Campbell, Board designate to the Healdsburg Hospital Community Board led this discussion. The Healdsburg Hospital/Petaluma Valley Hospital Community Boards(s) met for the first time on March 22. Sue gave a brief update on the Board structure and meeting discussion.

Discussion ensued regarding Providence communications that went out in error about the Windsor Women’s’ Clinic status. Counsel Arnone will work with the Board, Providence Leadership, and Windsor officials to coordinate a time to fully discuss the issue and address concerns.

**4. Update on District Board Strategic Planning**

Erin Gore has contacted Jim Schuessler and is working on setting up a Strategic Planning meeting. She will be communicating with the Board on details.

David Anderson raised the concern of Opioid use among young teens and presented the idea that the District fund an educational program in the schools. Erin will add this to the list of ideas she is developing for Strategic Planning discussion.

Sue Campbell and Jim Nantell have been in discussion with Ramon Faith, CEO Petaluma Healthcare District. The potential to share resources for bookkeeping and other duties is under discussion. Counsel noted requirements of one party being the “employer of record”. Discussions will continue.

**5. Discussion and Possible Action Taken Regarding District Financials**

**Transfer of the women's clinic funds to PSJH** – Sue Campbell reported, these funds have been successfully transferred

**Presentation of District Financials Report -** Julie Hanamura reviewed the financial reports which included the Statement of Activity to date and the Statement of Financials. Treasurer Nantell will work with Julie on an additional report that shows a high level Financial Statement.

Discussion ensued with all in agreement that these reports will to come to the Board monthly for approval.

See reports on file for further details.

**A Motion was made by Director Nantell and seconded by Director Campbell to approve the Financial Statements as presented.**

**Vote: Neil: Y Anderson: Y Nantell: Y Campbell: Y Gore: Y. The motion was approved unanimously.**

***Follow up Action: an additional sub subsection will be added to the agenda going forward titled “Legal Report”, where Counsel can update toe Board on any legal business.***

**6. Discussion and Possible Approval of Updated Compensable Board Activities and Process for Stipend Submission**

Sue Campbell led this discussion. The list of compensable activates was reviewed and was updated with the Board. Sue Campbell will review the updated list and bring to the Board for approval at the April meeting.

Stipend Submission process will stay the same for now, with Susan Schmid processing the reports.

**7. Discussion and Possible Action Regarding New District Housekeeping**

1. **Website discussion** – Gina Fabiano recommended the Board review the current website and contact her with suggestions for changes. Board members agreed.
2. **Bookkeeping –** Julie Hanamura will continue to work with Sue Campbell and Jim Nantell
3. **Zoom / Quickbooks /BoardEffect/ Other IT issues discussion** No action at this time
4. **Follow up on open action items from previous meetings –**Sue Campbell reviewed the list of open action items from previous meetings. Sue Campbell and Jim Nantell will take over the review of financial policies and procedures with Nathan Oliver. EJ Neil is in discussion with Anthony Cipolla regarding investment options for District funds. EJ will decide when to agendize Mr. Cipolla for Board presentation.

All were in agreement that that review of “Status of Board Assignments” is valuable exercise and should continue at every meeting.

***Follow up Action: Board members will review the current District website and contact Gina with comments.***

**STANDING ITEMS:**

**Consideration of Materials Disseminated by Board Members and Staff**

Board Members may share materials of interest.

* 2021 700 Forms – deadline to submit to the County is April1, 2021 Board members were reminded of the deadline.
* Discussion ensued regarding interim meeting for PCHD - An interim meeting will be schedule for Monday, April 5. 2021 at 4:30pm
* Next Regular Meeting scheduled is April 29,2021

**ADJOURNMENT: 6:25pm**

Chair Neil adjourned the March meeting of the North Sonoma County Healthcare District.

Contact Susan Schmid for further information. sschmid@nschd.org

3/26/2021