

**NORTH SONOMA COUNTY HEALTHCARE DISTRICT
BOARD OF DIRECTORS**

Minutes of the October Regular Meeting - October 25, 2018

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, October 25, 2018. Acting Chair Jim Nantell called the meeting to order at 4:30 p.m.

ROLL CALL

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

Sue Campbell, Chair - attending telephonically
Bill Hawn, Vice Chair - attending telephonically
EJ Neil, Secretary
Jim Nantell, Director
Erin Gore, Treasurer - attending telephonically

Absent: none

Also present:

Joe Harrington, CEO
Shahriar Taj, CFO
Bill Cioffi, CIO
Kristina Holloway, CHRO
Berta Kaemmerling, CNO
William Arnone, District Counsel
Dr. Rachel Hoyal, Chief of Staff
Melanie Eller, Dir Quality/Risk Management
Bridget Graydon, Imaging Manager

APPROVAL OF AGENDA

**A motion was made by Secretary Neil seconded by Vice Chair Hawn to approve the agenda.
The motion was approved unanimously.**

Public Comment on Closed Session

No public comment.

CLOSED SESSION

Acting Chair Jim Nantell adjourned to Closed Session at 4:38 pm.

RECONVENE OPEN SESSION

The Board returned to Open Session at 4:55 pm.

Counsel reported out on Closed Session discussion:

**ITEM 1: 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 Vice Chair Hawn seconded by Secretary Neil to approve all Medical Staff recommendations.

This motion was unanimously approved.

No other reported action was taken.

REGULAR BUSINESS

Public Comment: Acting Chair Nantell called for public comment.

No public comment.

ITEM 1: Mission, Vision and Values –Mission Stories for the Month

CNO Kaemmerling shared a story of a grateful patient receiving a mammogram after consulting with an HDH nurse.

ITEM 2: Discussion Regarding Partnership - Memorandum of Understanding (MOU) with St. Joseph Health Northern California (SJHNC)

CEO Harrington is working with the SJHNC team to draft a communications plan. The next meeting of the Partnership Committee will be held on October 31st.

ITEM 9: Review of California Hospital Association (HQI2) Report - Steve Pon, Project Manager Hospital Quality Institute

Note: Taken out of order, per direction of Acting Chair, Jim Nantell, as Mr. Pon arrived from Sacramento to present to the Board.

For additional details, see presentation materials on file in the October District Board packet.

The Board thanked Mr. Pon for an excellent presentation.

Follow up Action Item: Mr. Pon will research if the District is able to purchase these reporting services separately from the CHA membership?

ITEM 3: Staff Presentation - Imaging Department Presenter: Imaging Manager, Bridget Graydon

Topic: Imaging

Ms. Graydon presented to the Board. The Board thanked Ms. Graydon for her presentation.

For additional details, see presentation materials on file in the October District Board packet.

Follow up Action Item: Finance will work with Ms. Graydon to get MRI patient statistics to the Board.

ITEM 4: Motion to Approve the Consent Calendar

A Motion to approve the Consent Calendar was made by Vice Chair Bill Hawn and seconded by Secretary E.J. Neil. This motion was approved unanimously.

Note: The October Consent Calendar included the 2018 Worker's Compensation Annual Review.

ITEM 5: Medical Staff Review

Dr. Rachel Hoyal informed the Board about the MEC Harvest Party held at Coppola Winery for physicians. The turnout was high and included several of the new physicians attended.

ITEM 6: Policies and Procedures

Approval of Proposed Changes to Hospital Policies and Procedures and Medical Staff Rules and Regulations and Bylaws. *(See binder in Admin for policy details).*

CNO Berta Kaemmerling reviewed the policies for approval this month. CFO Taj reviewed the revised signatory policy.

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

This motion was approved unanimously.

Note: Treasurer Gore was no longer attending telephonically.

ITEM 7: Discussion/Approval - Continue with RSM Auditors

CFO Taj reviewed the recommendation from the Audit Committee and the Finance and Budget Committee to approve the engagement with RSM for the 2018 Audit.

See recommendation from Audit Committee and Finance and Budget Committee.

A Motion was made by Secretary Neil and seconded by Director Nantell to approve the 2018 RSM engagement letter as presented.

This motion was approved unanimously.

ITEM 8:-Review and Approval for Capital Requests

Note: Capital Requests were reviewed in detail by the Finance and Budget Committee at the October 23rd meeting. See minutes from October Finance and Budget Committee for more details.

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CFO Taj presented the Capital Request data along with staff recommendations and background documentation. CNO Kaemmerling and CIO Cioffi reviewed the details on the equipment and software purchases.

A Motion was made by Secretary Neil and seconded by Chair Campbell to approve the Capital Requests as presented. This motion was approved unanimously.

ITEM 9: See above. This agenda item was taken out of order, per direction of Acting Chair Jim Nantell.

ITEM 10: Review of 2018 Operational Goals – 3rd Qtr

CEO Harrington reviewed the report. Action plans will be presented to the Board in the 4th Qtr report. No approval required.

ITEM 11: Discussion on the Healdsburg Pain Clinic

CEO Harrington gave a verbal report to the Board. Mr. Harrington is preparing a report showing statistics on the Pain Clinic and Dr. Pope's arrangement with Healdsburg District Hospital. This report is scheduled to come before the Board by year end.

Follow up Action Item: Clerk will work with CEO Harrington to agendaize by year end.

STANDING ITEMS:

1. Consideration of Materials Disseminated by Board Members and Staff

At this time, Board Members will have the opportunity to discuss information acquired through their attendance at various meetings for informational purposes only. Board Members and Staff may share materials of interest.

- **-Assembly Bill No. 2798** CEO Harrington discussed how CDPH will now be more responsive to licensing changes.
- **-Confronting the Opioid Epidemic Program** Sue Campbell spoke about the well-attended event. HDH is a part of the Sonoma County Opioid Task Force.
- **-Business Showcase and Community Resource Fair** Joe Harrington thanked HDH physicians and staff for volunteering time.
- **-Special District Luncheon** Sue Campbell reported this was a successful event
- **-Board donation to the HDH Holiday party** The Board agreed to donate \$100 each to the HDH employee holiday party.
- Discussion ensued about attendance to the Healthcare Foundation Wetzel Awards Event. Several Board members will be attending.

2. Consideration of Board Calendar and Items for Future Agendas:

The calendar was reviewed.

November Regular Meeting – Thursday, November 29th 4:30pm

December Regular Meeting – Thursday, December 20th 4:30pm

November and December Interim meetings will be scheduled as needed. (TBD)

**HDH Holiday Party – Friday, December 14th Charlie's, Windsor

ADJOURNMENT: 6:55p.m.

Acting Chair Nantell adjourned the October meeting of the North Sonoma County Healthcare District.

Contact Susan Schmid, Clerk of the Board for further information. sschmid@nschd.org
10/29/18