



**SONOMA VALLEY HEALTH CARE DISTRICT
GOVERNANCE COMMITTEE
REGULAR MEETING AGENDA
MONDAY, JUNE 24, 2013
8:30 AM**

**Location: Schantz Conference Room
Sonoma Valley Hospital
347 Andrieux Street, Sonoma, CA 95476**

AGENDA ITEM	RECOMMENDATION	
MISSION STATEMENT <i>The mission of the SVHCD is to maintain, improve, and restore the health of everyone in our community.</i>		
1. CALL TO ORDER/ANNOUNCEMENTS	Carruth	
2. PUBLIC COMMENT SECTION <i>At this time, members of the public may comment on any item not appearing on the agenda. It is recommended that you keep your comments to three minutes or less. Under State Law, matters presented under this item cannot be discussed or acted upon by the Committee at this time. For items appearing on the agenda, the public will be invited to make comments at the time the item comes up for Committee consideration.</i>	Carruth	
3. CONSENT CALENDAR: 1. GC Meeting Minutes, 5.28.13	Carruth	Inform/Action
4. PROCUREMENT POLICY 1. Public Works 2. Goods and Services	Hohorst	Discuss
5. CLOSING COMMENTS/ADJOURN	Carruth	

3.

CONSENT CALENDAR



**SONOMA VALLEY HEALTH CARE DISTRICT
GOVERNANCE COMMITTEE
REGULAR MEETING MINUTES
TUESDAY, May 28, 2013
Solarium Conference Room/K. Mather's Office**

Committee Members Present	Committee Members Absent	Administrative Staff Present
Kevin Carruth, Chair Peter Hohorst		

AGENDA ITEM	DISCUSSION	CONCLUSIONS/ ACTION	FOLLOW-UP/ RESPONSIBLE PARTY
MISSION AND VISION STATEMENTS	<i>The mission of the SVHCD is to maintain, improve, and restore the health of everyone in our community. The vision of the SVHCD is that: SVH will be a nationally recognized, compassionate place of healing and known for excellence in clinical quality. We serve as the guide and indispensable link for our community's health care journey.</i>		
1. CALL TO ORDER	Called to order 8:30 AM Minutes taken by Mr. Hohorst and Mr. Carruth.		
2. PUBLIC COMMENT <i>At this time, members of the public may comment on any item not appearing on the agenda. It is recommended that you keep your comments to three minutes or less. Under State Law, matters presented under this item cannot be discussed or acted upon by the Committee at this time. For items appearing on the agenda, the public will be invited to make comments at the time the item comes up for Committee consideration.</i>	There were no public comments		
3. CONSENT CALENDAR: A. GC Meeting Minutes, 4.23.13		MOTION to approve by Hohorst. All in favor	
4. MEMORANDUM OF UNDERSTANDING AND GIFT ACCEPTANCE POLICY WITH SONOMA VALLEY HOSPITAL FOUNDATION	There was a discussion about a number of provisions in the MOU and GAP.	Motion by Carruth to have Hohorst write up the item for the presentation to the Board for their action on June 6 th . All in favor	Hohorst to write up for Board meeting action.
5. CEO EVALUATION TIME LINE			
		Motion by Carruth to	

AGENDA ITEM	DISCUSSION	CONCLUSIONS/ ACTION	FOLLOW-UP/ RESPONSIBLE PARTY
		present at June 6 th Board meeting for approval. All in favor.	
6. LEGISLATION 1. SB 785-Design-Built Authority for SCVHD 2. Development of Board Policy Positions	The value of continuing authorization of Design Build authority was discussed. SB 785 would provide this authorization Five policy points, which would give the CEO guidance on supporting legislative direction were discussed	Moved by Hohorst to support SB 785. All were in favor. Moved by Hohorst that Carruth would write up the five points for presentation to the Board at the June meeting for approval. All in favor	Carruth to write up for the June Board meeting for action.
7. ROLE CLARIFICATIONS 1. Board Members 2. Board Chairman 3. Committee Members	Suggested amendments to the Board Policy on Board Member and Board Chair duties, roles and responsibilities were reviewed. A suggested Policy for duties, roles and responsibilities for Board Committee members were reviewed and discussed	Moved by Carruth that the suggested amendments be presented to the Board for review at the June Board meeting. All in favor Moved by Hohorst that a policy regarding committee members be dropped since we have committee charters. All in favor.	Carruth to write up and present to the June Board meeting for action at the following Board meeting.
8. PROCUREMENT POLICY 1. Public Works 2. Goods and Services	The Procurement Policies were discussed and it was agreed that they are not yet ready to bring to the Board for action and the GC will continue to work on them. This should be placed on the next GC meeting agenda.		
9. SUCCESSION PLANNING 1. Board Committee members 2. CEO “C-Suite” Plan	Succession Planning is an item for the GC to address in the future.	Motion by Carruth to put forward the issue until later this year or next. All in favor	
10. STRATEGIC PLAN AND ANNUAL BUDGET TIME LINES	It was agreed that the policy template used for the CEO objective setting policy and the CEO evaluation policy was a good model. It was also agreed to that a request be made to Sharon Nevins to work with the CEO	Motion by Hohorst to use the policy template from the	GC Chair

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	to translate this year's process and schedule into this policy template and processed by the GC at a later date	CEO evaluation and to request that S. Nevins work with the CEO to document this year's process and schedule and the GC will convert it to a policy statement for Board action. All in favor	
11. BOARD ORIENTATION POLICY <ol style="list-style-type: none"> 1. SVHC District's Brown Act lawsuit 2. List of books for new members 3. List magazine subscriptions for Board 4. Description of MGH and Palm Drive 5. Outline 1st Meeting for New Member 6. Outline process by which CEO links new Board Members with SVH Staff 7. Schedule for completion/adoption by Board 	The items were all seen as worthy of including in the Board Orientation items listed in the agenda in the package being developed. It was also agreed that the work on this should wait until later in the year when Paula Davis has more time to work on this issue with the GC because she is splitting her time with Palm Drive Hospital. There is no time crisis since the next election is about 16n months away. The GC will determine when to place this back on the GC agenda and to invite Jane Hirsch to make suggestions based on her experience with the current orientation package.	Motion by Carruth to include all listed items in the Orientation Program and to put off further work until Paula Davis available. All in favor.	The GC chair will place it back on the GC agenda at a later date, probably in 2013.
12. BOARD POLICY ON COMMUNITY HEALTH NEEDS ASSESSMENT AND ANNUAL COMMUNITY BENEFITS	Kevin Carruth said this requirement is not applicable to SVH and the District per Kelly Mather so it was not discussed and there is no plan for further action by the GC		
13. TRANSPARENCY	Transparency is an item for the GC to address in the future.	Motion by Carruth to place this item onto a list of issues for consideration later this year or next. All in favor	
14. INTEGRATION OF BOARD, ADMINISTRATIVE AND MEDICAL STAFF COMMUNICATIONS	This issue is an item for the GC to address in the future.	Motion by Carruth to place this item onto a list of issues for consideration later this year or next. All in favor	
15. CLOSING COMMENTS/ADJOURN	10:00 AM		