

**Tahoe Forest Hospital District  
Citizens Oversight Committee Meeting  
Minutes of Monday, December 8, 2008, Lobby Conference Room**

**Members Present:** Randy Hill, Paul Leyton, Sherrin Fielder, Leisa Peterson, Gary Davis, Mark Tanner

**Members excused:** John Moise, Caroline Ford

**Staff Present:** Evangeline Van Skyhawk, Maia Schneider, Rick McConn

**Guests present:** Roger Kahn, Bob Schapper, Crystal Betts

<b>Attachment #1</b> Financial Statement
<b>Attachment #2</b> Minutes 9-08
<b>Attachment #3</b> Minutes 10-08
<b>Attachment #4</b> Correspondence-Bob and Roger
<b>Attachment #5</b> Bylaws

<b>Topic / Agenda item</b>	<b>Discussion</b>	<b>Action steps/Responsible party</b>
I. Call to Order	4:08 pm	
II. Roll call	<i>Please see above</i>	
III. Items not on the agenda/clear the agenda	Maia Schneider informed the Committee that John Moise will present his findings regarding Title 24 at the next COC meeting.	
IV. Input from audience	None	
V. Approval of minutes	Paul Leyton moved to accept both September and October minutes. Gary Davis seconded. Approved unanimously.	
VI. Financial Review-Staff	Crystal Betts reviewed the October financial statement. The economy should not affect this bond, relative to the dropping real estate values, as the Health System took a very conservative approach when establishing the tax rates. The Committee agreed that Sherrin Fielder and Chair Randy Hill will receive and review the financial packet with all back-up and detail. The full Committee will receive a summary financial statement including the balance sheet and revenue/expense report, plus the GL check listing. This process may be refined as we move forward; staff will provide more or less information as needed.	Please see attachment #1.
VII. Committee Conduct-Randy Hill	Hill addressed the Committee as to the importance of adherence to the Brown Act, Bylaws and tenets of sound operational conduct. He stated that the business of this Committee needs to be conducted by the Committee within the confines of the meetings. The business of the COC may become very complex later and it is important to set the groundwork now. Our credibility relies on this. Our Committee should be moving in the same direction with the same agenda, and not operate outside the confines of set process parameters. Discussion	

	was solicited; no comments made.	
VIII. Clarification of role of COC- Roger Kahn	Roger Kahn clarified that the September 4, 2008 letter sent to Randy Hill was meant to clarify the scope of the COC, and was not a rebuke of any sort. The paragraph the COC has constructed on its website under "FAQs" accurately and completely addresses the Committee's role to the District Board's satisfaction. The District Board will soon appoint a designee Board member to attend COC meetings on a regular basis, most likely a Planning Committee member. The Board felt having a presence would help to support the group. Schneider added that having representation from the Board will make it possible to have Board-specific questions answered and issues clarified. Kahn reiterated that the Board welcomes COC comments in the planning process. Bob Schapper clarified the role of staff. Staff is not present to interpret Board directives, etc, but rather to provide support to the COC. Hill asked if the Committee was satisfied with this response from the Board. There was consensus that the COC's direction is clear and the issue is put to rest. There were no additional comments.	See attachment #4 for reference
IX. TFHD Board Updates-Randy Hill	December 9th at 11am is a special District Board meeting. Freeman White will be presenting alternatives for the master plan. This is the precursor to the recommendations expected in January when final numbers will be presented. Kahn stressed the need for the District to put together a plan that looks to the future in a logical manner. The goal is to have a plan that allows for future flexibility. Schapper discussed educating the Committee as to how programs like IT are relevant to the Measure C projects, as well as review capital funding for hospitals. Schapper stated that the District is trying to be creative and broaden its perspective of how to solve all of the challenges at hand. Leyton suggested other Committee members look at the market analysis, as it was very helpful to understanding the process. Schapper reminded the Committee that the analysis is confidential. Hill encouraged Committee attendance at future planning meetings. Schapper offered to provide one-on-one meetings with Committee members to further explain the financial process. Rick McConn commented that the District's intent is to plan in such a way as to allow flexibility for future planning.	COC members please contact Maia to arrange one-on-one meetings with Bob Schapper if desired
X. Next Scheduled Meeting 1/12/09	Hill proposed deferring the site tour and the Committee agreed. Discussion was held as to regular COC meeting dates and the conflict with IVCHF Board meetings on the same night. Hill proposed	Staff will poll members on whether a new standing date would work (i.e. 3 <sup>rd</sup> Monday

	<p>holding a special or rescheduled January meeting at a time when Schapper could attend to discuss licensing, and staff could conduct a facility tour at that time. COC members also expressed an interest in attending a special finance workshop, after the January District Board meetings.</p> <p>Hill thanked the Committee for the past year of hard work.</p>	<p>of the month). Staff will also coordinate a special financial workshop for COC members.</p>
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*Adjourned at 5:25pm*