

**Tahoe Forest Hospital District  
Citizens Oversight Committee Meeting  
Minutes of Monday, March 16, 2009, Lobby Conference Room**

**Members Present:** Randy Hill, Paul Leyton, Leisa Peterson, Caroline Ford, Sherrin Fielder, Mark Tanner

**Members excused or absent:** Gary Davis

**Staff Present:** Maia Schneider, Rick McConn, Crystal Betts, Bob Schapper

**Guests present:** Larry Long, TFHD BoD Designee; Dale Chamblin, public

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| <p><b>Attachment #1</b> Financial Statement<br/><b>Attachment #2</b> Minutes 1-09</p> |
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| <b>Topic / Agenda item</b>                    | <b>Discussion</b>   | <b>Action steps/<br/>Responsible party</b>                                       |
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| I. Call to Order                              | 4:01 PM called to order   |  |
| II. Roll call                                 | <i>Please see above</i>   |  |
| III. Items not on the agenda/clear the agenda | <p>Two items added for discussion (no action): COC applications update and “where we’ve been and where we’re going.” Maia updated the COC on the status of applications. Meeting with Ad Hoc scheduled for second week of April to review applications, expect TFHD to appoint the end of April.</p> <p>Randy Hill recapped the previous year of meetings, and reminded COC that the TFHD met at a special meeting on 2/12. At that meeting, the TFHD Board reviewed the master campus plan and approved the conceptual plan to move forward. Rick McConn summarized the master plan and clarified that it is a dynamic document. TFHD moving forward with Freeman White on following projects: Cancer Center; ED and birthing center; remodel of surgery/decontamination area; relocation of billing/business office; and expansion of the central plant. OB is pressing against 2013 seismic deadline. Cancer Center and business offices have minor OSHPD review so are fast-tracked. Paul Leyton commented that the number of options still left to adjust the plan was outstanding – it gives the Board great leverage to make decisions in the future. Paul also hopes every member understands that the Cancer Center is a third of the total bond (\$29mm) but is seen as a profit center which can offset other expenses at TFH. Paul believes forecasts of financials for CC are conservative. It is COC responsibility to look at this. Paul feels that the decision to spend this much on a Cancer Center is justified based on revenues.</p> | <p>Staff to schedule Freeman White to COC meeting soon to review master plan</p> |

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|  | <p>Leisa Peterson commented that it's tough to comment on the concepts without all COC members up to speed on master plan. However, she added that she was concerned by the idea of spending \$30mm on a cancer center in a small town. She worried that the public would be upset with this decision. How will our community react? Randy: Communications will be a challenge going forward - the onus will be on TFHD Board to communicate the reasoning behind Measure C decisions. How will the COC reply to citizens' questions? COC will need to be prepared.</p> <p>Bob Schapper commented that it is important that COC see the Master Plan in the same format that the TFHD Board saw it. Staff is working on a community-wide communications plan to present the master facilities plan - which is comprehensive and also includes Measure C projects. We are accelerating our priorities on campus projects to take advantage of the current economic times, to save substantial dollars on the projects. Sherrin Fiedler asked a clarifying question on the use of Measure C funds for the master plan work, which Bob addressed. Rick stated that the master plan came up with \$109mm in Measure C-qualified projects so decisions will still need to be made.</p> |  |
| IV. Input from audience                          | none   |  |
| V. Introduction of new TFHD Board representative | Randy introduced Larry Long, District Board member, Chair of Planning Committee and previous Administrator, TFH. Larry is liaison to COC. Bob commented that he recommended TFHD representation on COC so the the representative can clarify Board positions.  |  |
| VI. Approval of minutes 1-09                     | Mark Tanner motioned, Randy seconded. Passed unanimously.  |  |
| VII. Financial Review-Staff                      | Crystal Betts presented financials which illustrate December 08 - January 09. No additional draws have been made on Measure C funds since last November. She highlighted the GO Bond portions of the balance sheet, including the reserves, income, accruals, and charges. In January 2009 we received first tax installments from both counties. First interest payment was due 2/1. We rec'd slightly more in tax revenue than the interest due, so "surplus" was set aside for next payment. We generally receive 60% of taxes in first installment and 40% in second installment annually. Crystal expects a draw in March for additional consultant work. She answered clarifying questions from COC.   |  |
| VIII. Facilities Development Update              | Rick covered most of the campus planning earlier in the meeting. Work continues to go forward. Team is developing integrated project delivery  |  |

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| - staff                      | <p>which is challenging in public sector work. IPD is based on Toyota's "lean" concept. Traditionally design is a linear process. Lean principle is a collaborative approach to bring in resources up front, to avoid problems later. "Go slow to go fast." This resolves conflicts up front to ensure smooth construction later and requires front-loading of heavy work ie budget. Pre-design process is underway to get clear picture for design process. Schematic design is needed to submit Conditional Use Permits to Town of Truckee. Within 60 days we expect submission to Town for business office relocation. Mark Tanner asked when will a construction schedule be done? Rick answered that a construction timeline has been created and will be presented to COC with Freeman White's presentation. The CUP process will inform that schedule - we could be moving dirt this year for the business office modular buildings based on town's turn-time. Cancer Center follows that project.</p> <p>Larry encouraged COC members to attend Planning Committee meetings when possible. Bob mentioned that we try to coordinate COC presentations with other meetings so to cut down on architect's travel costs, etc.</p> |  |
| IX. Reports to TFHD BoD      | <p>Randy reviewed the COC's obligations to report to TFHD BoD. In keeping with the Bylaws, Randy has presented quarterly reports, and presented an annual report in December, which recap the COC's activities. Moving forward, Randy will present his reports to COC before presenting them to the TFHD BoD. Staff will send out for review by all COC members. It was agreed in concept that unless there was a key issue with content, the committee shouldn't wordsmith too much for the sake of clarity.</p>   | <p>Rick to send Maia Freeman White report document to distribute to COC</p>                              |
| X. Form 700 reminder - staff | <p>Form 700 required by FPPC will need to be renewed by April. Staff has sent link to web site and has received forms from 5 members. If any COC member needs a copy of their previous form please contact Maia.</p>  |  |
| X. Next Scheduled Meeting 4/ | <p>Randy asked for requested topics for future meetings: Mark questioned the need for monthly meetings going forward. Paul suggested to review the agenda each time to determine importance of meeting any particular month, and let the Chair exercise latitude in determining whether meeting was necessary. Mark added that COC should be flexible with Freeman White dates so we can take advantage of them whenever they're here. Randy cancelled April meeting. Count on May meeting with new members. Caroline asked that web site FAQs be reviewed and updated as needed be added to agenda.</p>  | <p>Topic for future meeting: frequency of meeting</p> <p>Topic for May meeting: Web site FAQ review?</p> |

*Adjourned at 5:18 pm*