

**Tahoe Forest Hospital District
Citizens Oversight Committee Meeting
Minutes of Monday, June 15, 2009, Lobby Conference Room**

Attachment #1 Financial Statement
Attachment #2 Updated roster
Attachment #3 Minutes 5-09

Members Present: Randy Hill, Dale Chamblin, Gerald Herrick, Paul Leyton, Paul Kucharski, Gary Davis, Sherrin Fielder (4:08), Mark Tanner (4:12)

Members excused or absent: Caroline Ford, Gary Boxeth

District Board representative: Karen Sessler

Staff Present: Maia Schneider, Rick McConnell

Guests present:

Topic / Agenda item	Discussion	Action steps/ Responsible party
I. Call to Order	Hill called meeting to order at 4:03 PM	
II. Roll call	<i>Please see above</i>	
III. Items not on the agenda/clear the agenda	Move item #9 to item #6	
IV. Input from audience	none	
V. Approval of minutes 5-09	Paul Leyton moved, Paul Kucharski second, unanimous approval	
VI. Financial Review and approval	<p>Maia Schneider used Crystal Bett's notes to summarize current financials. Sherrin Fielder responded to a question by Randy Hill on interest expense. Rick McConnell responded to a question from Paul Leyton on expenses in April. Motion to accept: Paul Kucharski; Dale Chamblin second. Unanimous approval.</p> <p>Hill brought up item that was mentioned at previous meeting to have 3 people on Finance Committee and Gary Boxeth has offered to participate. Chamblin and Gerald Herrick also volunteered. Discussion ensued on committee logistics. Committee can set their own calendar and staff will help with scheduling Crystal and others as needed. Karen Sessler asked whether there could ultimately be different finance committees based on different aspects of the campus projects. This could happen later down the line. Motion to appoint new financial sub committee as Fielder, Chamblin, Boxeth and Herrick moved by Leyton. Second by Hill. Unanimously approved.</p>	
VII. Facilities Development Update	McConnell handed out an illustration that Freeman White created for recent Master Plan nuances and changes. The cancer center is now two-story because there is no parking below CC. The porte-cochere is a covered walkway. The ED expansion is shown in the new configuration. To the west of ED is new sterile processing and decontamination	

	<p>expansion. Imaging expansion includes fluoroscope and med camera; to the south, the eastern boundary shows the central utility plant upgrade and expansion. New south building is birthing and pharmacy on second level; kitchen and maybe data center on first floor. Possible alternative location for data center on-site. Old ICU may be rehabbed and used for new data center. Skilled nursing to the west is new rooms to replace those that are removed when '52 building is removed. West of existing warehouse is possible TI for general services relocation. In ECC we have a current project of putting in new nursing station and flooring to replace older facilities.</p>	
<p>VIII. Web site updates</p>	<p>Discussion regarding whether to link the COC site from the TFHD site was held. Chamblin: greater risk is not having the COC link on district site. Consensus was that the linkage is now a good idea. Staff reviewed the web hit reports that demonstrated nominal usage. Sessler mentioned that search engines aren't picking up key words for COC search.</p> <p>Dialogue ensued on site visitors and usage; there aren't enough visitors currently to justify expenditures on web enhancements. When COC eventually produces a mailer we can use that to drive visits to the web, ie announcing first public report.</p>	<p>Staff to work with Paige /Renee to add link to THD site and grab robots for searches. Agendize for September to determine if upgrades are necessary and whether Web ad hoc committee should be reconstituted</p>
<p>IX. Determining structure for feedback/questions to TFHD BoD</p>	<p>(see order of items above) Hill opened discussion with background on how COC should approach the TFHD BoD from a structural standpoint. Hill asked Sessler what was the best way to receive questions/feedback from COC? Sessler said that the issue should first be vetted - ie, is the issue Planning, Financial, etc, and what is the timing? Is it urgent? The item should be sent via the COC's BoD representative back to the TFHD BoD. TFHD BoD should ensure TFHD BoD is closing the circle as quickly as possible.</p> <p>Leyton: Anything we do should go to Board and Board should send to their appropriate committee. Second, COC should put their comments in writing. Third, it should be sent back to TFHD BoD by consensus but if not, by majority vote of the COC.</p> <p>Herrick: Don't we see the expenditures after the fact? Regarding budget issues wouldn't our comments always be after the fact?</p> <p>Hill: 90-100% of what we see will be historical. If we have a concern, then it goes back to TFHD BoD, and today's discussion is on "how" we go back to BoD. If we have an issue</p>	<p>Fielder to create spreadsheet of ongoing / outstanding issues with regular (ie quarterly) review.</p>

	<p>with something upcoming that we have an issue with, such as a specific expenditure, then we may need to reach the BoD sooner to approve.</p> <p>Leyton: We don't have any approval authority.</p> <p>Hill: For example, we vote to accept financials. If we cannot accept them for whatever reason, by extension we are not approving/accepting them.</p> <p>Fielder: It's not black and white. How do we reconcile nuances where we might want more explanation on why we would spend money on a certain item?</p> <p>Leyton: It's not our place to put our thumb on it and say "no". We should encourage BoD to do further homework.</p> <p>Fielder: How do we put our finger on what we approve and not?</p> <p>Hill: We will need to deal with the scope of our approvals later on.</p> <p>Leyton: We did ask a question about a sum of funds last month, and Crystal Betts explained that the funds would be re-allocated if not used for Measure C projects.</p> <p>Sessler: COC needs to have on their radar to be sure that the item has been followed up on - ie, tickle that on a later calendar. How do you keep track?</p> <p>Hill: (group consensus) Any issues we want to take to BoD will be in writing, submitted through our BoD liaison, and we can discuss the timing and sense of urgency on the issue at the time.</p> <p>Fielder: we can also approve financials with certain limitations, ie pulling a specific item for resolution and clarification.</p> <p>Hill reminded COC to review code of ethics in their bylaws and the importance of strictly adhering to these guidelines. The temptation to get into private discussions on committee issues is a violation of the ethics rules and can lead to removal from the COC.</p>	
<p>X. Next scheduled meeting: requested topics, tasks</p>	<p>Next meeting: <u>No July meeting</u>. August 17 2009 will be next regular meeting.</p> <p>Topics:</p> <p>Licensing requirements</p> <p>Marketing committee reconstitution - web updates?</p> <p>Terms for COC members</p>	

Adjourned at 5:00 pm