

**Tahoe Forest Hospital District
Citizens Oversight Committee Meeting
Minutes of Monday, June 21 2010, Eskridge Conference Room**

Members Present: Paul Leyton, Sherrin Fielder, Caroline Ford, Dale Chamblin, Gerald Herrick, Paul Kucharski, Gary Boxeth, Gary Davis

Members excused or absent: Larry Mace, Mark Tanner, Andrea Baltzegar

District Board representatives: Roger Kahn, Larry Long

Staff Present: Rick McConn, Crystal Betts, Maia Schneider, Robert Schapper

Guests present: none

Topic / Agenda item	Discussion	Action steps/ Responsible party
I. Call to Order	Ford called meeting to order at 4:02 PM	
II. Roll call	<i>Please see above</i>	
III. Items not on the agenda/clear the agenda	none	
IV. Input from the audience	None	
V. Standing items: 1. Minutes 2. Financials 3. Facilities	1. Move to approve: Paul Kucharski, second by Gerald Herrick. Approved unanimously. 2. Crystal Betts reviewed current financial statement. Paul K asked about footnotes; those refer back to District Board's agenda packet. Sherrin Fielder asked about next tranch of bonds; District Board will review at their June Board meeting. Paul Leyton asked for clarification re the two Board meetings on their two June agendas. Moved to accept financials: Paul K, second by Gary Boxeth. Passed unanimously. 3. Rick McConn updated on projects as follows: fluoroscope and nuclear medicine camera project is moving on schedule. At BoD meeting June 22 Rick will be asking for approval on bids for utilities and central energy plant. Those bids are within the budgeted numbers. Central utility plant and skilled nursing facility are in to town and OSHPD for use permits and project approvals as appropriate. Paul L asked for clarification of which projects are funded by Measure C; no furnishings and equipment. Fixtures (ie linear accelerator) may be paid for with Measure C. Gary D asked when the COC would see project detail against budget; as soon as Board sees and adopts this report the COC will see it. Rick will get Schedules of Value (SOV) to COC Finance Committee monthly. After an inquiry, staff explained how the public outreach for Measure C is going and what the next steps are (more outreach via service clubs, HOAs, etc). Roger asked that temp signage for Measure C include web address for additional information. Dale C asked for clarification as to which projects listed on COC agenda were seismic upgrades. Maia provided update on SB 1005 (Cox) which would allow TFHD plus one other hospital to use	Rick: SOV reports to COC finance committee after Board review Maia to asterisk the projects on the agenda project list to indicate seismic and O/B projects

	Design Build effective 1/1/11. Moved to accept report by Dale C; second by Gerald H. Accepted unanimously.	
VI. Finance sub committee report	Sherrin Fielder presented her “non report” report. At last meeting one item was added to “future follow ledger.” She is also working with Geney Gassiot to clarify accounting codes used on the projects. Sherrin asked for any COC member that wanted to guest at the next finance sub committee to let her know. Motion to accept report Gary B, second by Gary D. Accepted unanimously.	
VII. Communications sub committee	Paul L: no report this month	
VIII. TFHD Board member reports	<p>Larry Long: at their last meeting the BoD received a detailed update on the facilities development plan and project schedule. Rick can provide these to COC if COC desires. These reports include all design, approval and permit activities. Rick: the budget has not been finalized so these reports were not appropriate for public distribution at the time. Paul L said that getting these with a caveat not to share would be appropriate. Larry: projects are so far on time and on budget.</p> <p>Roger Kahn: at the prior meeting the Board also passed a pre-qual criteria program for contractors. Larry: we all saw the value in that pre-qual program. Dale C clarified that “sub contractors” are “prime contractors” for the purpose of Measure C projects.</p> <p>Caroline asked that Rick provide copies of the reports that Larry demonstrated for benefit of COC. If needed, indicate that the projects are confidential.</p>	<p>Rick: include these reports to COC</p> <p>Maia: send email to COC if bond traunch is approved at June BoD meeting</p>
IX. Next scheduled meeting: requested topics, tasks	<p>Caroline: is there sufficient need to meet in July? Consensus was no. Paul L will be guest at June finance sub committee meeting; Gary D will guest at July finance sub committee meeting.</p> <p>August meeting agenda items: FAQs to add to web site; signage design for Measure C work; feedback from public meetings</p> <p>Maia and Rick to keep Paul and Paul informed of any signage plans and schedule a meeting with Paige as appropriate to review design, etc</p>	

Adjourned at 4:49 pm