

**Tahoe Forest Hospital District**  
**Citizens Oversight Committee Meeting Minutes**  
**Wednesday, December 5, 2012 Eskridge Conference Room**

**Members Present:** Paul Leyton, Gary Boxeth, Gerald Herrick, Dale Chamblin, Sherrin Fielder, Christy Curtis, Mark Tanner

**Members excused or absent:** Caroline Ford, Alyssa Thomas, Gary Davis

**District Board representatives:** Roger Kahn, John Mohun

**Staff Present:** Rick McConn, Crystal Betts, Bob Schapper, Carey Hood

**Guests present:** Mike Geney

<b>Topic / Agenda item</b>	<b>Discussion</b>	<b>Action steps/ Responsible party</b>
I. Call to Order	Chair Dale Chamblin called meeting to order at 4:30 PM	
II. Roll call	<i>Please see above</i>	
III. Items not on the agenda/clear the agenda	Move Quarterly Facilities Update before Standing Items.	
IV. Input from the audience	None.	
V. Standing items: - Meeting minutes - Financial report	<ul style="list-style-type: none"> <li>- Motion to approve minutes by Gary Boxeth, second Gerald Herrick, Sherrin Fielder abstained. Approved.</li> <li>- Crystal Betts reviewed financials from September and October 2012. Normal movements with no unusual or major transactions.</li> </ul>	
VI. Quarterly Facilities Update	<ul style="list-style-type: none"> <li>- Rick McConn went through the update, indicating that overall numbers haven't changed substantially from the last update at the end of October 2012.</li> <li>- Mike Geney provided updates on projects and amounts spent to date.</li> </ul> <p>Questions:</p> <ul style="list-style-type: none"> <li>- Paul Leyton asked if there is sufficient funding to accomplish the remaining projects? Mike Geney responded yes. Roger Kahn mentioned that since the beginning, it was expected that there would be approximately \$5M outside of Measure C dollars for owner/regulator scope modifications; some examples of those items that fall outside Measure C include the additional expenses related to the Town of Truckee's requirements that utilities be underground and also the decision to upgrade the Linear Accelerator to the newest model then available vs. what had been projected and available during planning.</li> <li>- Paul Leyton asked about the funding of the approximately \$5M outside of Measure C dollars and where it would come from. Roger Kahn indicated that this decision would be made as it gets closer to the final months based on the recommendation of Bob Schapper, Crystal Betts and the team. Crystal added that 10 year cash flow projections have anticipated that the \$5M will come from operations and reminded that the project fund has interest earnings which will be used and</li> </ul>	

	assured that the district has prepared and planned to make sure that those dollars can be covered. - Roger commended the team for staying within budget on these projects.	
VII. Election of Chair and Vice Chair Positions	Mark Tanner made a motion to nominate the slate of Dale Chamblin as Chair and Gerald Herrick as Vice-Chair. Second by Gary Boxeth. Approved Unanimously.	
VIII. Finance subcommittee report	Sherrin Fielder presented the Finance Subcommittee report and minutes from the October 19 <sup>th</sup> meeting. Sherrin invited all COC members to attend the monthly meetings and asked members to email her with dates they can attend so they will receive the finance package. Next meeting is Friday, December 28 <sup>th</sup> at the Pine Café Conference Room at 9am. Compliments were made regarding Marvin Baker's attendance at the last meeting and appreciation for his level of detail in answering questions. The hope is that Marvin can occasionally attend future meetings and Rick McConn agreed.	
IX. Communications subcommittee report	Dale Chamblin reported that Caroline Ford has agreed to take over the chairman of the Communications Subcommittee. She will meet with Paul Leyton prior to the next COC meeting to debrief and will plan to have a report at the next COC meeting.	
X. Reports from COC members attendance at TFHD meetings	Dale Chamblin attended the Board Finance Committee Meeting.	
XI. COC Recruitment Status	- Dale Chamblin announced that Alyssa Westenburg has resigned due to other commitments. - Carey Hood provided information on the status of recruitment of new COC members which includes advertisements in the Sierra Sun as well as requests for recommendations from our local accountancy firms; a copy of the ad currently running was provided; Roger Kahn suggested that we might not want to limit recruitment to applicants with CPA or bookkeeping backgrounds, but rather focus on recruiting the best people; the question was raised as to whether that involved a revision to the bylaws. Dale Chamblin reviewed the classifications and all required designations are represented by current members with the new vacancies being "at large" so there is no bylaw requirement that there be CPA/Bookkeeping background. The recommendation was made to continue with the current plan through December and revisit when ready to re-run the ads in January as it may be advisable to remove the CPA/Bookkeeping requirement.	
XII. Updates from TFHD Board representatives	John Mohun advised that the Hospital District Board is exploring the feasibility of offering District Board Meetings on local television which would provide another avenue of communication to the community. Also, two-year term renewals for Dale Chamblin, Gerald Herrick, Gary Boxeth, Christy Curtis, Gary Davis and Mark Tanner were approved at the last District Board Meeting, effective November 2012.	
XIII. Next scheduled meeting: topics, tasks	Wednesday March 6, 2013, 4:29 PM	

*Adjourned at 5:05 PM*