

April 1, 2013

To: Tahoe Forest Hospital District Board of Directors

From: Gerald Herrick, Acting Chairman  
Measure C Citizens Oversight Committee

Subject: 2012 Annual Report

This annual report is submitted as part of the Measure C Citizens Oversight Committee (COC) compliance with bylaws established by the District Board. The COC, according to the bylaws, shall provide to the TFHD Board in public session, an annual written report which shall contain the following:

- A statement indicating whether the District is in compliance with the letter and intent of Measure C; and
- A summary of the Committee's proceedings and activities for the preceding year.

The COC believes that the district is in compliance with the letter and intent of Measure C, and we base that belief on the detailed oversight that has taken place over the last year.

The COC has undergone some changes in membership in 2012. Until recently, the Citizens Oversight Committee (COC) had 9 voting members and 2 alternates. The voting members included 4 at-large members, with the remaining 5 members representing a variety of local agencies and organizations.

In August 2012, Larry Mace, alternate, resigned as he and his wife planned an extended period of travel which would prevent him from attending meetings and meant he no longer met the residency requirements of the committee.

In December 2012, Alyssa Thomas, representing the Truckee Donner Chamber of Commerce, resigned, citing business obligations preventing her regular attendance at meetings.

Most recently, Dale Chamblin, representing Leadership Council and fulfilling a second term as Chair of the COC, was appointed by the Tahoe Forest District Board to serve on the Board, filling a vacancy. As a result of this appointment, he has been obligated to resign his position with the COC.

Following a two month recruitment campaign, the applicant vetting committee met in February 2013 to interview a qualified applicant. As a result of that

interview, the vetting committee recommended, and the District Board thereby appointed, Sarah Wolfe to the COC.

Sarah Wolfe, President/Owner of Precision Flooring Solutions, Inc. is a small business owner in Truckee managing a retail store and a staff of seven. She has background in Strategic Planning and Business Development for Northridge Hospital Medical Center as well as experience in sales and marketing for medical device companies. She received her MBA in 2012 from California State University, Northridge. Sarah has completed a half-day orientation and attended her first official COC meeting on April 2 as a full voting member.

In addition to appointing a new member, the following changes were recommended to and approved by the District Board:

- (1) Changed the classification of Christy Curtis from non-voting alternate to Truckee Donner Chamber representative as a voting member, which filled the vacancy left by Alyssa Thomas
- (2) Amended the bylaws to allow the number of members classified as "at large" to be "Two (2) to Five (5)"
- (3) Amended the Bylaws to change the Tahoe Forest Health System Leadership Classification to an "at large" classification

These changes have brought the Citizens Oversight Committee to 9 voting members, in compliance with the Bylaws.

Although the COC lost a key member with Dale Chamblin's resignation, we are pleased to note that the District Board has appointed Dale to serve as the District Board Liaison to the COC, relieving Roger Kahn, which means Dale will continue to attend COC meetings, albeit in a different capacity. The COC wishes to thank Roger for his attendance at COC meetings and his participation in fostering understanding and communication between the District Board and the COC. The COC also wishes to acknowledge Dale Chamblin's contributions of time and talent to the COC. His guidance and expertise ensured we remained focused on our primary objective of providing oversight on behalf of the Community.

In 2012, under the leadership of Paul Leyton, Communications Chair, and in collaboration with Dale Chamblin, Gerald Herrick, and Maia Schneider, a plan was developed to create a report to the Community. Paige Thomason, Marketing Director, developed an attractive, effective brochure piece to present that report. In August 2012, the COC released the Citizens Oversight Committee Community Report which provided an update on the COC's work and findings. This report was mailed to approximately 700 stakeholders, ads were placed in the Sierra Sun

and Moonshine Ink communicating the website information, radio spots were used along with online banner ads, providing a "click through" to the report. Judging by measurable responses, the information was well received. The COC would like to commend Paige Thomason for her excellent direction and design of this information campaign.

Paul Leyton resigned the Communications Chair position which was filled when Caroline Ford accepted the responsibilities. The COC appreciates Paul's service on this subcommittee which resulted in a successful communication to the community.

The COC continues to meet quarterly. Oversight includes the work of our finance sub-committee, ably chaired by Sherrin Fielder, which meets monthly to review the then-current Schedule of Values for projects and selected invoices with Rick McConn. Rick is frequently asked to provide back-up documentation for large invoices, invoices from unrecognized vendors, plus a random selection of all invoices, and although Rick is often able to answer questions posed at each meeting, Sherrin has developed a detailed tracking system for insuring that answers are eventually provided for all inquiries. Sherrin continues to be assisted by COC members Gary Boxeth and Gerald Herrick, however, all COC members were encouraged and did occasionally attend a meeting of this group to provide some fresh thinking and to keep them apprised of this important work.

In summary, the COC finds in its analysis of financial and project management work that the TFHD continues to advance successfully towards its Measure C goal to "maintain a full service hospital in our community; expand and enhance the Emergency Room to ensure access to lifesaving care; maintain critical medical services, including pediatrics, maternity, long term care for seniors and cancer care; and upgrade the facilities that are outdated and/or do not meet state mandated earthquake safety standards.."

Respectfully submitted,

Gerald Herrick,  
Acting Chairman

cc: COC members