



**SONOMA VALLEY HEALTH CARE DISTRICT
GOVERNANCE COMMITTEE
REGULAR MEETING AGENDA
MONDAY, DECEMBER 16, 2013
8:30 AM**

**Location: Schantz Conference Room
Sonoma Valley Hospital
347 Andrieux Street, Sonoma, CA 95476**

AGENDA ITEM	RECOMMENDATION	
MISSION STATEMENT <i>The mission of the SVHCD is to maintain, improve, and restore the health of everyone in our community.</i>		
1. CALL TO ORDER/ANNOUNCEMENTS	Carruth	
2. PUBLIC COMMENT SECTION <i>At this time, members of the public may comment on any item not appearing on the agenda. It is recommended that you keep your comments to three minutes or less. Under State Law, matters presented under this item cannot be discussed or acted upon by the Committee at this time. For items appearing on the agenda, the public will be invited to make comments at the time the item comes up for Committee consideration.</i>	Carruth	
3. CONSENT CALENDAR A. GC Meeting Minutes, 11.25.13	Carruth	Action
4. GC 2013 REPORT TO BOARD	Carruth	Inform/Action
5. 2014 GC WORKPLAN	Carruth	Inform/Action
6. SALINAS VALLEY MEMORIAL HEALTHCARE DISTRICT POLICIES DEVELOPED IN RESPONSE TO THE BUREAU OF STATE AUDITS AUDIT	Carruth	Inform/Action
7. SVH POLICY GOVERNING PURCHASES OF MATERIALS, SUPPLIES AND EQUIPMENT AND PROCUREMENT OF PROFESSIONAL SERVICES	Carruth	Inform/Action
8. SVH RESIDENCY REQUIREMENTS FOR BOARD COMMITTEE MEMBERS	Hohorst	Inform/Action
9. SVH BOARD MEDIA RELATIONS POLICY	Carruth	Inform/Action
10. CLOSING COMMENTS/ADJOURN	Carruth	

3.

CONSENT CALENDAR



**SONOMA VALLEY HEALTH CARE DISTRICT
GOVERNANCE COMMITTEE
REGULAR MEETING MINUTES
Monday, November 25, 2013
Schantz Conference Room**

Committee Members Present	Committee Members Absent	Administrative Staff Present
Kevin Carruth Peter Hohorst		

AGENDA ITEM	DISCUSSION	CONCLUSIONS/ ACTION	FOLLOW- UP
MISSION AND VISION STATEMENTS			
1. CALL TO ORDER	8:35 AM		
2. PUBLIC COMMENT:	None.		
3. CONSENT CALENDAR: A. GC Meeting Minutes, 10.28.13		MOTION by Hohorst to APPROVE Consent Calendar. All in favor.	
4. POLICY ON NON-PROFIT DONATIONS AND GIFTS (formerly Conflict of Interest)	The GC is still awaiting policies from Salinas Valley Memorial Health Care District.	Put over for the December or a future GC meeting.	
5. POLICY GOVERNING PURCHASES OF MATERIALS, SUPPLIES AND EQUIPMENT AND PROCUREMENT OF PROFESSIONAL SERVICES	<ol style="list-style-type: none"> 1. The GC still requires a draft policy procurement for physicians; 2. The GC still needs to complete policy for Facilities; and 3. The GC is still awaiting policies from Salinas Valley Memorial Health Care District. 	Put over for the December GC meeting.	
6. TRANSPARENCY ACREDITATION	Hohorst determined that this accreditation body deals with International Human Rights and is therefore not applicable to our situation.	No further action.	
7. RESIDENCY REQUIREMENTS FOR SVH BOARD COMMITTEE MEMBERS	GC will recommend to the Board to require residency in the District for all Board Committee members and to allow both a primary and/or a secondary residence as District residency.	Carruth will prepare Board letter for Dec 5 meeting.	
8. AB 1234 ETHICS TRAINING FOR LOCAL OFFICIALS	All Board members are current and two members will require an updated certificate in 2014.	Carruth will prepare Board letter for Dec 5 meeting.	
9. ESTABLISHMENT OF MINOR POLICIES	GC will either present a Board Policy for Board action or leave it as is. There are no minor policies/best practice	No further action.	

AGENDA ITEM	DISCUSSION	CONCLUSIONS/ ACTION	FOLLOW- UP
	suggestions by the GC for Board consideration as a result of this meeting.		
10. CLOSING COMMENTS/ADJOURN	Next GC meeting is tentatively scheduled for December 16, 2013. Meeting adjourned at 9:50 AM		

8.

**RESIDENCY AND
MEMBERSHIP
REQUIREMENTS
FOR BOARD
COMMITTEE**



Meeting Date: December 16, 2013

Prepared by: Kevin Carruth, Chair, Governance Committee
Peter Hohorst, Governance Committee

Agenda Item Title: Membership Requirements for Board Committees

Recommendations:

1. The Board directs that all members of Standing and Ad Hoc Board Committees shall be stakeholders of the District.
2. The Board defines stakeholder, for the purposes of Board committee membership policy only:
As living some or all of the time in the District or,
As maintaining a place of business in the District, or
As being an accredited member of the Hospital Medical Staff

Background and Reasoning:

At the November Board meeting there was a brief discussion and a referral to the Governance Committee of the issue of a residency requirement for Board Committees. The issue was raised because a member of Board's Quality Committee member had moved out of the District.

The GC discussed this issue at its November meeting and recommends that the Board require that all Board Committee members be stakeholders of the District. More specifically, this policy will not require the residence in the District to be the person's primary residence.

The recommendation anticipates individuals who live in the District less than full-time, e.g., having multiple residences one of which is in the District, being considered residents and able to serve on both Standing and Ad Hoc Committees. It also anticipates individuals who work in the District but live elsewhere should be able to serve and that all members of the Hospital Medical Staff should also. Since there is a significant and important part of the community that does not live here full-time, but is actively involved in the community and/or District/Hospital affairs, it seems wise to allow

all three classes of stakeholders, to be appointed as members of Board committees, as long as they regularly attend the committee meetings.

Consequences of Negative Action/Alternative Actions:

The Board will continue to not have a membership policy for Board committee members, allowing non-stakeholders to serve on Board committees. There will not be a definition of stakeholders for the purposes of this policy.

Financial Impact:

None.

Selection Process and Contract History:

Not applicable.

Board Committee:

Unanimously recommended by the Governance Committee for approval.

Attachments:

None.