



**SONOMA VALLEY HEALTH CARE DISTRICT
GOVERNANCE COMMITTEE MEETING
AGENDA
TUESDAY, August 22, 2017
8:30AM**

**ADMINISTRATION CONFERENCE ROOM
347 ANDRIEUX STREET, SONOMA, CA 95476**

AGENDA ITEM	RECOMMENDATION	
In compliance with the Americans with Disabilities Act, if you require special accommodations to participate in a District meeting, please contact the District Clerk, Stacey Finn at sfynn@svh.com or (707) 935.5004 at least 48 hours prior to the meeting.		
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	<i>Hohorst</i>	
2. PUBLIC COMMENT SECTION At this time, members of the public may comment on any item not appearing on the agenda. It is recommended 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.	<i>Hohorst</i>	
3. REVIEW OF ORIENTATION MANUAL	<i>Hohorst</i>	Inform/Action
4. REVIEW OF TRAVEL & REIMBURSEMENT POLICY	<i>Hohorst</i>	Inform/Action
5. ADJOURN	<i>Hohorst</i>	

Change to the Travel & Reimbursement Policy, paragraph 7.

7. Out-Of-Town Meals and Incidentals For travel of 24 hours the meal expense reimbursement rate may not exceed ~~\$70/~~ \$125/ day. Incidentals are ~~\$5~~ \$8 /day. While traveling, if one or more meals is provided as part of a meeting, training session or conference, the Board member shall deduct the allowable per diem cost of that meal from the per diem for that day, using the schedule provided below. This schedule also applies to the day of departure and the day of return. In any instance where a meal is provided by others the meal allowance value shall not be claimed by the Board member.

Meals and Incidentals – Maximum allowances for meals and incidentals

- Breakfast -- \$13 (when travel begins before 7 AM)
- Lunch – \$19 (when travel begins before 11 AM and/or ends after 1 PM)
- Dinner ~~–\$38~~ \$85 (when travel ends after 6:30 PM)
- Incidentals -- ~~\$5~~ \$8 (for partial or full day travel)
- Total -- ~~\$75~~ \$125