



**SONOMA VALLEY HEALTH CARE DISTRICT  
GOVERNANCE COMMITTEE MEETING**

**AGENDA**

**WEDNESDAY, JANUARY 19, 2022**

**6:00 P.M.**

**HELD VIA ZOOM VIDEOCONFERENCE ONLY**

*To participate via Zoom videoconferencing,  
use the link below:*

<https://sonomavalleyhospital-org.zoom.us/j/95905365996?pwd=VTZvc1lVVK1hmK0tVM0lpYXZk1sdz09>

**Meeting ID: 959 0536 5996**

**Passcode: 270075**

*One tap mobile*

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*Dial by your location*

*+1 669 900 9128*

*+1 213 338 8477*

**Meeting ID: 959 0536 5996**

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, Jenny Fontes, <a href="mailto:jfontes@sonomavalleyhospital.org">jfontes@sonomavalleyhospital.org</a> or (707) 935.5005, at least 48 hours prior to the meeting.		
<b>MISSION STATEMENT</b> <i>The mission of the SVHCD is to maintain, improve, and restore the health of everyone in our community.</i>		
<b>1. CALL TO ORDER/ANNOUNCEMENTS</b>	<i>Boerum</i>	
<b>2. PUBLIC COMMENT SECTION</b> <i>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>		
<b>3. CONSENT CALENDAR:</b> • Governance Committee Minutes 11.17.21	<i>Boerum</i>	Action
<b>4. CONTINUING EDUCATION FOR BOARD – SPECIFIC COURSES</b>	<i>Boerum</i>	
<b>5. CONDUCT REVIEW &amp; REVISION OF BOARD POLICIES DICTATED BY SCHEDULE</b>	<i>Boerum</i>	
<b>6. CREATE BOARD COMPLIANCE WORKSHEET</b>	<i>Boerum</i>	
<b>7. ADJOURN</b>	<i>Boerum</i>	



**SVHCD GOVERNANCE  
COMMITTEE MEETING  
MINUTES**

**WEDNESDAY NOVEMBER 17, 2021**

Present	Absent	Staff	Public	
Bill Boerum via Zoom Judith Bjordal via Zoom Amy Jenkins via Zoom		Jenny Fontes via Zoom Lynn McKissock via Zoom		
AGENDA ITEM	DISCUSSION		ACTIONS	FOLLOW-UP
<b>MISSION &amp; VISION STATEMENT</b> <i>The mission of SVHCD is to maintain, improve and restore the health of everyone in our community.</i>				
<b>1. CALL TO ORDER/ANNOUNCEMENTS</b>	<i>Boerum</i>			
	Called to order at 6:00 p.m.			
<b>2. PUBLIC COMMENT SECTION</b>	<i>Boerum</i>			
	None			
<b>3. CONSENT CALENDAR</b>	<i>Boerum</i>			
Governance Committee Minutes 10.20.21			<b>MOTION:</b> by Bjordal to approve, 2 <sup>nd</sup> by Boerum. All in favor.	
<b>4. REVISIONS CODE OF CONDUCT</b>	<i>Boerum/McKissock</i>			
	Ms. McKissock joined the Governance Committee to review the Code of Conduct as it pertains to the Governance Committee and Board members. She spoke about the importance of transparency among Board members and Board training compliance.			
<b>5. APPROVE WORK PLAN DRAFT</b>	<i>Boerum</i>			
	Mr. Boerum reviewed and approved the 2022 work			

	plan draft. The work plan will be presented at the 12.02.21 Board meeting.		
<b>6. ADJOURN</b>	<i>Boerum</i>		
	Adjourned at 6:38 p.m.		

Required Courses - Board Members  
2021, 2022, 2023

Board Member	Required Course Name	Organization	Mode of Training	Date Complete	Next Due Date
Rymer					
Bjorndal					
Boerum					
Mainardi					
Kornblatt-Idell					

\*Corporate Compliance modules 1-2 (Introduction; Compliance Risk Areas Awareness - 35 min.) – Every Year

\*Preventing Sexual Harassment - (2 hrs.) – Every Two Years

Continuing Education- Board Members  
2022

Board Member	Continuting Education-Course Name	Organization	Mode of Traning	Date Complete
Rymer				
Bjorndal				
Boerum				
Mainardi				
Kornblatt-Idell				



## LIST OF APPROVED BOARD POLICIES

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Policy Number/ Approved Date	Policy Name	Status	Next Review Date
P-2020.02.06-6	MOU Between SVHCD and SVHF for Fund Raising		
P-2020.02.06-5	Travel and Expense Reimbursement		
P-2020.02.06-4	Purchases of Materials and Procurement of Services		
P-2020.02.06-3	Media Communications		
P-2020.02.06-2	Establishment of Annual CEO Objectives		
P-2020.02.06-1	CEO Annual Evaluation Procedure		
P-2019.08.01	Bidding for Facility Projects (Contracting Policy)		
P-2018.10.04-2	Legal Duties, Roles and Responsibilities		
P-2018.10.04-1	Community Funding		
P-2018.07.05-3	Residency Requirements for Members of Board Committees		
P-2018.07.05-2	Ethics Training for District Board Members		
P-2018.04.05-2	Gift Ticket and Honoraria		
P-2018.04.05-1	Board Legislative and Regulatory Positions		

<b>Policy Number/ Approved Date</b>	<b>Policy Name</b>	<b>Status</b>	<b>Next Review Date</b>
P-2018.02.01-2	Conflict of Interest		
P-2018.02.01-1	Board Committee Selection Process		
P-2017.12.07-1	Guidelines for Board Meeting Minutes	No changes	
P-2016.06.13-1	MOU Between SVHCD and SVHF – Signed Version		
P-2015.06.04	Policy Governing Access to Public Records	Not a Board policy, approved as hospital policy; no 2015 approval in Board minutes; need to find a copy	
P-2015.01.08	Parcel Tax Exemption Criteria and Process	No approval in minutes	
P-2014.03.06-1	Investment Policy		
P-2012.02.02	Format and Instruction for Preparing Board Letters		
R-2011.12.01	SVH Employer-Employee Relations <b>Res. 309</b>	Resolution, was not made a policy	

<b>Policy Number/ Approved Date</b>	<b>Policy Name</b>	<b>Status</b>	<b>Next Review Date</b>
P-2019.11.07-4	Establishment of Annual CEO Objectives	Superseded	
P-2019.11.07-3	CEO Annual Evaluation Procedure	Superseded	
P-2019.11.07-2	MOU SVHCD and SVHF for Fundraising	Incorrect version	
<del>P-2019.11.07-1</del>	<del>Purchases of Materials and Procurement of Services</del>	Duplicate	
P-2018.07.05-1	Community Funding	Superseded	
P-2017.12.07-2	Media Communications	Superseded	
P-2017.09.07	Travel and Expense Reimbursement	Superseded	
P-2016.11.03	Bidding for Facility Projects	Superseded	
P-2014.03.06-2	Media Communications	Superseded	
P-2014.02.06-2	Gift, Ticket and Honoraria	Superseded	
P-2014.02.06-1	Community Funding	Superseded	
P-2014.01.09	Membership Requirements for Board Committees	Superseded	
P-2013.11.07	Purchases of Materials, Supplies and Equipment and Procurement of Professional Services	Superseded	
P-2013.08.01	Board Member and Board Chairperson Legal Duties, Roles and Responsibilities and Limits on Power and Authority	Superseded	
P-2013.06.06-5	Board Legislature and Regulatory Positions	Superseded	
P-2013.06.06-4	MOU between SVHCD and SVHF for Fundraising	Superseded	
P-2013.06.06-3	Gift Acceptance Policy	Superseded	



<b>Policy Number/ Approved Date</b>	<b>Policy Name</b>	<b>Status</b>	<b>Next Review Date</b>
P-2013.06.06-2	CEO Annual Evaluation Procedure	Superseded	
P-2013.06.06-1	Establishment of Annual CEO Objectives	Superseded	
P-2012.11.01	Conflict of Interest Code	Superseded	
P-2012.08.02	Travel & Reimbursement Policy	Superseded; no copy	
P-2012.07.30	Ethics Training for Local Officials	Superseded	
P-2011.03.24	Guidelines for Board Minutes	Superseded	