

**BEAR VALLEY COMMUNITY HEALTHCARE DISTRICT
PLANNING & FACILITIES COMMITTEE
MEETING MINUTES
JULY 27, 2017**

MEMBERS PRESENT: Donna Nicely, President Shelly Egerer, Admin. Assistant
Jack Roberts, 2nd Vice President Michael Mursick, Plant Manager
John Friel, CEO

STAFF: Kerri Jex Mary Norman
Pamela Lambert Garth Hamblin

ABSENT: None

COMMUNITY MEMBERS: Natalie Williams's w/Grizzly

OPEN SESSION

1. CALL TO ORDER

President Nicely called the meeting to order at 12:00 p.m.

2. ROLL CALL

Donna Nicely and Jack Roberts were present. Also present were John Friel, CEO, Mike Mursick, Plant Manager and Shelly Egerer, Admin. Assistant.

3. ADOPTION OF AGENDA*

President Nicely motioned to adopt the July 27, 2017 agenda as presented. Second by Board Member Roberts to adopt the July 27, 2017 agenda as presented. President Nicely called for the vote. A vote in favor of the motion was unanimously approved.

- President Nicely - yes
- Board Member Roberts- yes

4. PUBLIC FORUM FOR OPEN SESSION:

President Nicely opened the Hearing Section for Public Comment on Open Session items at 12:00 p.m. Hearing no request to address the Planning & Facilities Committee, President Nicely closed the Hearing Section at 12:00 p.m.

5. DIRECTOR'S COMMENTS:

- Mr. Friel introduced Pamela Lambert, RD the new Dietary Director.

6. APPROVAL OF MINUTES:

A. May 25, 2017

President Nicely motioned to approve the May 25, 2017 minutes as presented. Second by Board Member Roberts to approve the May 25, 2017 minutes as presented. President Nicely called for a vote. A vote in favor of the motion was unanimously approved.

- President Nicely - yes
- Board Member Roberts- yes

6. OLD BUSINESS*

A. Discussion of Designated Employee and Patient Smoking Area:

- Mr. Friel stated that there is a policy in place and the District is a Non – Smoking Campus; Administration is continuing to monitor staff and asking them not to smoke on the sidewalk in front of the Hospital. This item is also being discussed at the monthly Manager Meetings.
- The committee discussed having a Smoking Cessation Class for staff and the community; further discussion took place on the staff leaving campus and if hourly employees are required to clock out. The committee once again stated there is an image when staff is dressed in scrubs and standing in front of the Hospital smoking. Administration is to bring information on a Smoking Cessation Class to the next Planning Committee.

President Nicely reported that no action is required.

7. NEW BUSINESS*

A. Discussion and Update on Request For Proposal (RFP) for District Master Plan Project (New Construction / Remodel Upgrade of BVCHD Hospital):

- President Nicely stated that she asked this to be on the agenda to begin progress and obtain information on retro fitting the Hospital or building a new Hospital.
- Mr. Friel reported that he has begun reaching out to Quorum and other resources to complete a RFP to send to organizations within California. Mr. Friel would also like to search for an outside consultant to provide feedback on the best process to begin either retro fitting or building a new Hospital.

President Nicely reported there is no action required.

8. PLANNING & FACILITIES*

A. Construction Project:

- Mr. Mursick reported the following:
 - CT Scanner is on schedule, Toshiba will be delivering the new CT Machine tomorrow.
 - A checklist was provided to ensure there were some small items that need to be completed prior to delivery.
 - Mammo Project is completed and the Radiology Department has begun seeing patients.
 - Presentations and tours are scheduled for the Soroptimist and AAUW to promote the new equipment.
 - Painting exterior and repairing stucco will begin next month.
 - Under eve, lighting has begun; installation began this morning.
 - Keypad at ER EMS Entrance – this will be scheduled in the next two weeks.
- Mr. Friel is working with staff and the Grizzly to promote the new Mammo Equipment.

B. Potential Equipment Requirements:

- Mr. Mursick reported the following:
 - Compressor in the Hospital mezzanine will be replaced.
 - Dry valve in sprinkler system was approved in the Capital Budget and working with vendor
 - Electric cart should be purchased soon.
- The committee suggested that staff try to get this item donated by Foundation or Auxiliary. There are very strict laws in place to get the cart licensed and asked that Administration spend the extra money to get the golf cart licensed and street legal, this would be an un-capitalized budget item and would need to be approved by the Board.

C. Repairs Maintenance (FHC, RHC, PT, Hospital):

- Mr. Mursick reported the following:
 - Replacing plastic water lines above CT; current lines are not up to code.
 - Plumber was on site to install the hard lines.
 - ER glass door was replaced; patient had kicked it in.
 - Repaired water heater at the FHC, new building has some repairs that are being completed.

President Nicely motioned to approve the Planning & Facilities Report as presented. Second by Board Member Roberts to approve the Planning & Facilities Report as presented. President Nicely called for the vote. A vote in favor of the motion was unanimously approved.

- President Nicely - yes
- Board Member Roberts- yes

9. ADJOURNMENT*

President Nicely motioned to adjourn the meeting at 12:38 p.m. Second by Board Member Roberts to adjourn the meeting. President Nicely adjourned the meeting.

- President Nicely - yes
- Board Member Roberts- yes