# BEAR VALLEY COMMUNITY HEALTHCARE DISTRICT POLICY & PROCEDURE & DISTRICT BYLAW

## **COMMITTEE MEETING MINUTES**

41870 Garstin Road Big Bear Lake, Ca. 92315 April 13, 2017

**MEMBERS PRESENT:** Donna Nicely, President John Friel, CEO

Rob Robbins, 1<sup>st</sup> Vice President Shelly Egerer, Admin. Asst.

Mary Norman, Risk/Compliance Officer

**MEMBERS ABSENT:** None

**STAFF:** None

**GUESTS:** None

## **OPEN SESSION**

#### 1. CALL TO ORDER:

President Nicely called the meeting to order at 1:00 p.m.

# 2. ROLL CALL:

Donna Nicely and Rob Robbins were present. Also, present were John Friel, CEO, Mary Norman, Risk Manager / Compliance Officer and Shelly Egerer, Admin. Asst.

#### 3. ADOPTION OF AGENDA:

President Nicely motioned to adopt the April 13, 2017 Agenda as presented. Second by Board Member Robbins to adopt the April 13, 2017 Agenda as presented. President Nicely called for the vote. A vote in favor of the motion was unanimously approved.

- Board Member Robbins- yes
- President Nicely- yes

#### 4. PUBLIC FORUM FOR OPEN SESSION:

President Nicely opened the Hearing Section for Public Comment at 1:00 p.m. Hearing no request to address the Committee, Board Member Nicely closed the Hearing Section at 1:00 p.m.

#### 5. DIRECTORS COMMENTS

None

#### 6. APPROVAL OF MINUTES\*

A. March 23, 2017

President Nicely called for a motion to approve the March 23, 2017 minutes as presented. Motion by Board Member Robbins to approve the March 23, 2017 minutes as presented. Second by President Nicely to approve the March 23, 2017 minutes as presented. President Nicely called for the vote. A vote in favor of the motion was unanimously approved.

- Board Member Robbins- yes
- President Nicely- yes

#### 6. OLD BUSINESS:

- A. Discussion and Potential Approval of the Policy & Procedure & Bylaw Committee Meeting Calendar:
  - President Nicely suggested the next committee meet April 25, 2017 at 12:00 p.m.

Board Member Robbins motioned to approve the next committee meeting to be scheduled for April 25, 2017 at 12:00 p.m. Second by President Nicely approve the next committee meeting to be scheduled for April 25, 2017 at 12:00 p.m. President Nicely called for the vote. A vote in favor of the motion was unanimously approved.

- Board Member Robbins- yes
- President Nicely- yes

#### 8. NEW BUSINESS\*

• None

# 9. PRESENTATION, REVIEW AND REVISION OF THE FOLLOWING POLICIES & PROCEDURES:

• None

# 10. PRESENTATION, REVIEW AND REVISION OF BVCHD BYLAWS\*

- (1) August 2015 BVCHD Bylaws:
  - President Nicely reported that she would like to review the Preamble and begin working on the Articles.
  - The committee reviewed the bylaws and made revisions as discussed.

#### 11. ADJOURNMENT\*

President Nicely motioned to adjourn the meeting at 2:10 p.m. Second by Board Member Robbins to adjourn the meeting. A vote in favor of the motion was unanimously approved. President Nicely adjourned the meeting.

- Board Member Robbins yes
- President Nicely yes