



MISSION

To deliver the standards of quality healthcare to the residents of and visitors to Big Bear Valley through the most effective use of available resources.

VISION

To be the premier provider of emergency medical and healthcare services in our Big Bear Valley.

The Planning Committee is responsible for appropriate use of all District property, long range planning of construction, remodeling, space allocation, and acquisition of equipment

PLANNING & FACILITIES COMMITTEE MEETING AGENDA

THURSDAY, DECEMBER 28, 2017

12:00 PM HOSPITAL CONFERENCE ROOM

41870 Garstin Dr., Big Bear Lake, California, 92315

Copies of staff reports or other written documentation relating to each item of business referred to on this agenda are on file in the Chief Executive Officer's Office and are available for public inspection or purchase at 10 cents per page with advance written notice. In compliance with the Americans with Disabilities Act and Government Code Section 54954.2, if you need special assistance to participate in a District meeting or other services offered by the District, please contact Administration (909) 878-8214. Notification at least 48 hours prior to the meeting or time when services are needed will assist the District staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting or service. **DOCUMENTS RELATED TO OPEN SESSION AGENDAS (SB 343)** Any public record, relating to an open session agenda item, that is distributed within 72 hours prior to the meeting is available for public inspection at the public counter located in the Administration Office, located at 41870 Garstin Drive, Big Bear Lake, CA 92315. For questions regarding any agenda item, contact Administration at (909) 878-8214

1. CALL TO ORDER

Jack Roberts, 2nd Vice President

2. ROLL CALL

Shelly Egerer, Executive Assistant

3. ADOPTION OF AGENDA*

4. PUBLIC FORUM FOR OPEN SESSION

Opportunity for members of the public to address the Board (Government Code Section 54954.3). There will be a three (3) minute limit per speaker on items not scheduled for action on this agenda. Any report or data required at this time must be requested in writing, signed and turned in to Administration. Before speaking, please state your full name and city of residence.

5. DIRECTORS' COMMENTS

6. APPROVAL OF MINUTES*

A. November 16, 2017

7. OLD BUSINESS*

- None

8. NEW BUSINESS*

A. Discussion and Potential Recommendation to the Board of Directors the Installation of a Marta Bus Bench at Bear Valley Community Healthcare District

B. Discussion Regarding Bear Valley Community Healthcare District Providing Services at the Local Ski Resorts

9. PLANNING & FACILITIES REPORT*

A. Construction Project (s)

- Including FHC, RHC, PT, Hospital:
 - Fire Riser & Nitrogen Compressor
 - Medgas Panel

- Employee Door Replacement
- Pyxis Replacement
- ASHRE 188 Risk Management Plan for Legionellosis
- Medical Air Compressor
- Fire Door Repair

B. Potential Equipment Requirements

- Including FHC, RHC, PT, Hospital
 - New Snow Plow for District Truck

C. Repairs / Maintenance

- Including FHC, RHC, PT, Hospital
 - Fire Door Repairs
 - ER Lockbox Place On Thermostat
 - Escutcheon Repairs

10. ADJOURNMENT

*** Denotes Action Item**

**BEAR VALLEY COMMUNITY HEALTHCARE DISTRICT
SPECIAL PLANNING & FACILITIES COMMITTEE
MEETING MINUTES
NOVEMBER 16, 2017**

MEMBERS	Donna Nicely, President	Nicole Wheeler, Medical Staff Assistant
PRESENT:	Jack Roberts, 2 nd Vice President	Michael Mursick, Plant Manager
	John Friel, CEO	
STAFF:	None	
ABSENT:	Garth Hamblin	Shelly Egerer, Executive Assistant
OTHER:	None	
COMMUNITY		
MEMBERS:	None	

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 Nicole Wheeler, Medical Staff Assistant. Absent was Shelly Egerer, Executive Assistant.

3. ADOPTION OF AGENDA*

President Nicely motioned to adopt the November 16, 2017 agenda as presented. Second by Board Member Roberts to adopt the November 16, 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

CLOSED SESSION

1. PUBLIC FORUM FOR CLOSED SESSION

President Nicely opened the Hearing Section for Public Comment on Open Session items at 12:05 p.m. Hearing no request to address the Planning & Facilities Committee, President Nicely closed the Hearing Section at 12:06 p.m.

2. ADJOURN TO CLOSED SESSION*

Board Member Roberts motioned to adjourn to Closed Session at 12:06 pm. Second by President Nicely to adjourn to Closed Session. President Nicely called for the vote. A vote in favor of the motion was unanimously approved.

- President Nicely - yes
- Board Member Roberts- yes

OPEN SESSION

1. CALL TO ORDER:

President Nicely called the meeting to order at 1:30 p.m.

2. RESULTS OF CLOSED SESSION:

President Nicely stated there was no reportable action taken in Closed Session informational only.

3. PUBLIC FORUM FOR OPEN SESSION:

President Nicely opened the Hearing Section for Public Comment on Open Session items at 1:30 p.m. Hearing no request to address the Planning & Facilities Committee, President Nicely closed the Hearing Section at 1:30 p.m.

4. DIRECTOR'S COMMENTS:

- Board Member Roberts thanked staff for all of their hard work.

5. APPROVAL OF MINUTES:

A. October 26, 2017

President Nicely motioned to approve the October 26, 2017 minutes as presented. Second by Board Member Roberts to approve the October 26, 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*

- None

7. NEW BUSINESS*

- None

8. PLANNING & FACILITIES*

A. Construction Project:

- Mr. Mursick reported the following:
 - Install Fire Riser & Nitrogen Compressor- Scheduled for December 2nd.
 - Room 30 Renovations- Cupboards complete, tile complete. Paint and vinyl next week.
 - Medical Gas Repairs- Annual inspection for medical gas. Compressor failing, in contact with vendors for smaller unit. Will purchase as soon as available.

B. Potential Equipment Requirements:

- Mr. Mursick reported the following:
 - Mezzanine Control Air Compressor- Portable compressor available if necessary.
 - Medical Air Compressor- Medical air on standby if current equipment fails.

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

- Mr. Mursick reported the following:
 - Medical Gas Inspection Report- Minor repairs complete. Compressor for bulk oxygen and nitrous oxide bottles must be connected to emergency department paneling.
 - Fire Door Inspection- Minor repairs, vendor search for UL rated equipment.
 - Eye Stations- Following audit of stations, many stations were in unnecessary locations, these were removed and others required update.
 - PT Skylight- Complete, replaced.
 - Employee Entrance Door- Door ordered will receive in the next couple of weeks.
 - Signage- Improving signage, replacing large entrance sign next year. Signage within hospital has been replaced.
 - SNF kitchen has a failed drain, construction necessary to resolve the issue.

D. Q3 Fire Life Safety Report:

- Mr. Mursick reported
 - Completion of fire suppression for dietary.
 - Fire risers replaced.

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*

Board Member Roberts motioned to adjourn the meeting at 1:45 p.m. Second by President Nicely to adjourn the meeting. President Nicely adjourned the meeting.

- President Nicely - yes
- Board Member Roberts- yes



MEMO

Date: December 20, 2017
To: Planning & Facilities Committee
From: Michael Mursick, Plant Manager
Re: Marta Bus Bench

Recommendation:

I believe this may benefit our patients who wait for the bus in front of our hospital once the front lobby has been closed for business. I only have very little information about the bench that the Patient Family Advisory Council Committee

Background:

I was approached by a member of the Patient Family Advisory Council Committee last week regarding the potential for a new bench to be installed in front of our hospital. I let the person know that we would have to have specific information about the bench before it was considered and that we have a process for that kind of decision. The person did give me some minor details about the bench and where they thought it should be placed at our facility.

Bear Valley Community Healthcare District Construction Projects 2017

Department / Project	Details	Vendor and all associated costs	Comments	Date Complete
Staff Restroom	Renovated Bathroom	Facilities, Carpeteria	Complete	
Room # 30	Renovated room with funds from Rotary	Facilities, Warren Construction, Mike's Flooring	Complete	
Fire Riser	Installed new Fire Riser and Nitrogen Generator in Boiler room	SimplexGrinell	In Progress	
Medgas Panel	Installed new MedGas Panel to meet code requirements. Old Panel was failing and unsupported.	FS Medical	In Progress	
Employee Door Replacement	Door has failed.	Lyman Doors	New door will be replaced in December parts have been ordered.	
Pyxis Replacement	Pyxis equipment is in place and seismic anchors will be installed soon.	Facilities	In Progress	
FHC- Telehealth system installation	Vendor sent new equipment for second Doctor		Installed TV, DVD player & Camera. Also did electrical drops forequipment. Complete!	
ASHRE 188 Risk Management Plan for Legionellosis	New Mandate for Hospitals	Forensic Analytical Consulting Services Inc.	Evaluated Facilities with CNO, Infection Control & Facilities	

Bear Valley Community Healthcare District Construction Projects 2017

Department / Project	Details	Vendor and all associated costs	Comments	Date
Hospital- Medical Air Compressor	Compressors is failing and no longer meets code requirments	FS Medical	Equipment purchased waiting on OSHPD.	
Hospital- Fire Door Repairs	During our latest inspection most of our doors were identified as having deficiencies	Facilities	Will have to evaluate major repairs and include in Capital Budget	

Bear Valley Community Healthcare District Potential Equipment Requirements

Department / Project	Details	Vendor and all associated costs	Comments	Date
Facilities- New SnowPlow for truck	Facilities would like to purchase a new plow with modern controls	N/A	Will include in next years Capital Budget	

Bear Valley Community Healthcare District Repairs Maintenance

Department / Project	Details	Vendor and all associated costs	Comments	Date Complete
Hospital/FHC/RHC/PT	Filters Replaced	Facilities	Complete	
Hospital-Fire Door Repairs	Fire Door repairs	Facilities	In Progress	
ER- Lockbox placed on thermostat	Placed Lock Box in ER to prevent tampering with thermostat	Facilities	In progress	
Escutcheon Repairs	Designed a new larger expansion plate for wear around escutcheons	Facilities	In Progress	