

**BEAR VALLEY COMMUNITY HEALTHCARE DISTRICT  
PLANNING & FACILITIES COMMITTEE  
MEETING MINUTES  
JANUARY 17, 2017**

**MEMBERS PRESENT:** Donna Nicely, President Shelly Egerer, Admin. Assistant  
Jack Roberts, 2<sup>nd</sup> Vice President  
John Friel, CEO

**STAFF:** Kerri Jex Garth Hamblin Angela Rodriguez  
Mary Norman

**ABSENT:** Michael Mursick, Plant Manager

**COMMUNITY MEMBERS:** Joseph Kelly

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**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, Shelly Egerer, Admin. Assistant. Absent was Michael Mursick, Plant Manager.

**3. ADOPTION OF AGENDA\***

**President Nicely called for a motion to adopt the January 17, 2017 agenda as presented. Second by Board Member Roberts to adopt the January 17, 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. APPROVAL OF MINUTES\***

- None

**5. PUBLIC FORUM FOR OPEN SESSION**

President Nicely opened the Hearing Section for Public Comment on Open Session items at 12:00 p.m.

- Joseph Kelly, Big Bear City, community member; stated to the committee that he was not in favor of having the Board of Directors Business Board Meeting on the 2<sup>nd</sup> Wednesday of the month. The Hospital Board has made the Board Meetings during the same time of the month that the Airport Board meets and feels this was done on purpose. Mr. Kelly stated that he feels this is a disservice to the public members that would like to attend Board Meetings.

- Mr. Kelly asked that the Board of Directors to change the Hospital Meeting to a time and date that would not coincide with the Airport Board. Mr. Kelly feels that the Board is hiding something and will investigate his concerns.

President Nicely closed the Hearing Section at 12:04 p.m.

## **6. DIRECTORS COMMENTS**

- None

## **7. OLD BUSINESS\***

- None

## **8. NEW BUSINESS\***

### **A. Discussion and Potential Approval of the Planning & Facilities Committee Meeting Calendar:**

- President Nicely recommended that the Planning Meeting be conducted the 3<sup>rd</sup> Tuesday of the month at 12:00 p.m.

**President Nicely motioned to schedule the Planning & Facilities Committee Meeting to the 3<sup>rd</sup> Tuesday of the month. Second by Board Member Roberts to schedule the Planning & Facilities Committee Meeting to the 3<sup>rd</sup> Tuesday of the month.**

- Mike Mursick had stopped by to apologize to the committee for not being able to be in today's meeting due to the State being on site. Mike reported that the 3<sup>rd</sup> Wednesday of the month would be better for him.

**President Nicely amended the motion to schedule the Planning & Facilities Committee Meeting to the 3<sup>rd</sup> Wednesday of the month at 12:00 p.m. Second by Board Member Roberts to schedule the Planning & Facilities Committee Meeting to the 3<sup>rd</sup> Wednesday of the month. President Nicely called for the vote. A vote in favor of the motion was unanimously approved.**

- President Nicely – yes
- Board Member Roberts- yes

## **9. PLANNING & FACILITIES\***

### **(1) Construction Project:**

- Mr. Friel reported that there are currently two projects that the district has prioritized; the Mammo & CT Scanner projects. The district has received bids for the projects and a meeting will be scheduled with the appropriate staff to review the bids. The projects will likely have different contracts. The bids received will be reviewed to ensure that the contractors have met all the requirements and understand the scope of the project. Mr. Friel stated that once the review process has been completed that a recommendation will go to the Finance Committee and to the full Board.
- Mr. Hamblin reported that Michael Mursick sent information to the architect to ensure the bids received covered the scope of the project; reference checks will also be completed.
- The committee further discussed the requirements of the projects and it was confirmed that the CT Scanner project does require a bathroom; the two current

bathrooms will need to be remodeled, a water fountain needs to be installed and a public phone also needs to be installed. The committee also wanted to ensure since so much time has passed that the district will receive the most current equipment. Ms. Rodriguez stated that we will receive the most current equipment and the only item that might require an update would be the software.

- Mr. Kelly stated that the airport has many female pilots that would like to address the committee about the schedule of the Board Meeting since they will use the mammo equipment and by not having the Board Meetings on a different day than the Airport Board Meetings that this too is a disservice to the community.

**(2) Potential Equipment Requirements:**

- Mr. Friel reported that at this time there are no other purchases or equipment purchases that need to be discussed; any large purchases or equipment needs will be vetted through the budget process for the next fiscal year.

**(3) Repairs Maintenance (FHC, RHC, PT, Hospital):**

- Mr. Friel reported there is ongoing maintenance issues with the water leaks (pipe breaks) and that these are being addressed as they happen. Maintenance continues to replace any pipes that are broken or require service. The RHC has some issues on parking; there is a piece of property that has been up for sale and Administration is considering the purchase of the property or if the owner will lease the property. This will help with parking for staff.
- Mr. Kelly stated that the sprinkler system at the airport has a similar problem and is being addressed; discussion is taking place about having a wet or dry system. Mr. Kelly also informed the committee that the airport has space for offices and parking if the hospital would like to lease it.
- Board Member Roberts stated that he has noticed a lot of ice and snow in area's that the public and staff use and asked that Administration consider purchasing a large back-hoe in order for maintenance to use for snow removal. Board Member Roberts asked Administration to look into the cost of purchasing the equipment or is it more cost effective to continue to use the vendor we have.
- The committee asked that the February Board Agenda have discussion in Closed Session about the property to lease or purchase.

**(4) District Master Plan**

- Mr. Friel reported this item is in the context of the hospitals' future. In the year 2030 the hospital needs to be retro fit to seismic standards and that a process needs to begin to discuss how the hospital needs to plan for the future. Do we want to build a new hospital or upgrade the hospital. Senior Administration is discussing what offices are required to be on sight (Administration and Medical Records can be off site) and that a master plan needs to be generated and discussed with the Planning Committee and full Board.
- The committee asked that Administration look into any grants or funding opportunities available to help cover the cost of new hospital, the location of the hospital is also a large factor for the community. Mr. Friel will keep the committee informed of any information received.
- President Nicely suggested that Jay Olberholte should be contacted and see if he can provide any assistance. Mr. Olberholte has assisted other hospitals with funding.

**President Nicely called for a motion 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

**10. ADJOURNMENT\***

**President Nicely called for a motion to adjourn the meeting. Second by Board Member Roberts to adjourn the meeting. President Nicely adjourned the meeting 12:40 p.m.**

- President Nicely - yes
- Board Member Roberts- yes