

**BEAR VALLEY COMMUNITY HEALTHCARE DISTRICT
SPECIAL PLANNING & FACILITIES COMMITTEE
MEETING MINUTES
MAY 25, 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

ABSENT: Garth Hamblin

OTHER: Natalie Williams's w/Grizzly

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 Shelly Egerer, Admin. Assistant.

3. ADOPTION OF AGENDA*

President Nicely motioned to adopt the May 25, 2017 agenda as presented. Second by Board Member Roberts to adopt the May 25, 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 12:00 p.m. Hearing no request to address the Planning & Facilities Committee, President Nicely closed the Hearing Section at 12:01 p.m.

2. ADJOURN TO CLOSED SESSION*

Board Member Roberts motioned to adjourn to Closed Session at 12:00 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 12:15 p.m.

2. **RESULTS OF CLOSED SESSION:**

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

3. **PUBLIC FORUM FOR OPEN SESSION:**

President Nicely opened the Hearing Section for Public Comment on Open Session items at 12:15 p.m. Hearing no request to address the Planning & Facilities Committee, President Nicely closed the Hearing Section at 12:15 p.m.

4. **DIRECTOR'S COMMENTS:**

- Board Member Roberts stated that the Maintenance Department is doing a phenomenal job.

5. **APPROVAL OF MINUTES:**

A. **April 27, 2017**

President Nicely motioned to approve the April 27, 2017 minutes as presented. Second by Board Member Roberts to approve the April 27, 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***

A. **Discussion of Designated Employee and Patient Smoking Area:**

- Board Member Roberts informed the committee and staff that he requested this item be placed on the Planning Agenda in order to discuss a potential designated smoking area for staff. Board Member Roberts stated that staff is standing in front of the hospital; on the curb in scrubs and feels this looks unprofessional to the public.
- President Nicely stated that she agreed that it looks bad but does not feel we should have a designated smoking area since we are a Hospital and we need to promote good health. President Nicely also stated that there is a policy in place that this is a non-smoking campus.
- Further discussion took place on enforcing no smoking and the appearance of staff standing on the sidewalk in front of the Hospital. The committee also discussed the potential to provide classes and education to employees on the benefits of quitting smoking. The committee gave direction to Administration to create a plan of enforcing the non-smoking campus, encouraging staff to not smoke on the sidewalk and any education classes to offer to staff.

President Nicely reported there is no action required.

8. PLANNING & FACILITIES*

A. Construction Project:

- Mr. Mursick reported the following:
 - CT Scanner and Mammo Project
 - Construction has begun and continues to move forward in a timely manner.
 - There are a few minor items that require additional work but we will continue to be in the 10% contingency budget.
 - Staff lounge is being discussed with Senior Administration.

B. Potential Equipment Requirements:

- Mr. Mursick reported the following:
 - Golf cart continues to remain on hold until the Capital Budget is approved.

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

- Mr. Mursick reported the following:
 - Brenda Boss Facility passed a 5-year fire sprinkler inspection.
 - CNO office is not able to hear pages; this will be followed up by staff.
 - ER Director will need to have office space.

D. District Master Plan Project / Construction Options:

- Mr. Friel reported that GKK was invited to provide an overview of the plans from several years back. A vendor related to QHR has been contacted and will begin discussing some options.
- Discussion took place in regards to reaching out to vendors that were in attendance at the Rural Health Conference. The committee and Board at some point will need to determine what we want to do, build a new Hospital or remodel the existing Hospital. The committee and Administration agreed that a vendor used must be familiar with OSHPD and California laws. The other item that will need to be addressed is how the project will be funded, there is a potential of the cost being approximately \$30 million.
- Mr. Friel informed the committee that obtaining information could take a few months before having any answer to the committee's questions.

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 12:48 p.m. Second by Board Member Roberts to adjourn the meeting. President Nicely adjourned the meeting.

- President Nicely - yes
- Board Member Roberts- yes