



SPECIAL MEETING OF THE BOARD OF DIRECTORS MINUTES

Wednesday, June 10, 2015 at 3:00 p.m.

Eskridge Conference Room,
Tahoe Forest Hospital, 10121 Pine Avenue, Truckee, CA

1. CALL TO ORDER

Meeting called to order at 3:01 p.m.

2. ROLL CALL

Board: Karen Sessler, President; Chuck Zipkin, Vice President; Greg Jellinek, Secretary; Dale Chamblin, Treasurer; John Mohun, Director

Staff: Jake Dorst, Interim Chief Executive Officer; Crystal Betts, Chief Financial Officer; Judy Newland, Chief Nursing/Operations Officer; Jayne O'Flanagan, Director Human Resources; Patricia Barrett, Clerk of the Board

Other: Steve Gross, General Counsel; Don Whiteside, HFS Consulting

3. CLEAR THE AGENDA/ITEMS NOT ON THE POSTED AGENDA

None.

4. INPUT – AUDIENCE

None.

5. INPUT FROM EMPLOYEE ASSOCIATIONS

None.

General Counsel read the board into Closed Session.

Meeting recessed to Closed Session at 3:03 p.m.

6. CLOSED SESSION:

Discussion held on privileged matters.

7. OPEN SESSION:

Scheduled item scheduled to commence at 5:00 p.m.

Open session called to order at 5:06 p.m.

Don Whiteside with HFS Consultants joined the meeting.

7.1. CEO Search

The Board reviewed a draft Chief Executive Officer job specification compiled by HFS Consultants.

Don Whiteside provided a review of the process of compiling the CEO position specification which included feedback from community groups, individuals, staffs, physicians and individual board members.

It was noted that until final candidates are being interviewed, additional input can be received and considered. The job specification document will be refined ongoing as needed.

Director Chamblin suggested Mr. Whiteside to reach out directly to Dr. Ganong.

Discussion took place related to including information related to the community needs assessment, housing information and audit information. Mr. Whiteside shared that he is attempting to keep the job specification document from becoming too large and that additional data will be provided to candidates to augment the job specification document.

The Interim CEO/CIO requested that a candidate's having knowledge and understanding of information technology needs to be stressed and fully vetted. Reference to IT and data will be included on the list.

The reference to the District at the top of the document will be updated to reflect "Tahoe Forest Hospital District."

The Board is in agreement that the job specification document with noted updates can now be distributed to candidates.

Open session recessed at 5:19 p.m.

Open session reconvened at 6:11 p.m.

8. REPORT OF ACTIONS TAKEN IN CLOSED SESSION

None.

9. ITEMS FOR NEXT MEETING

None.

10. BOARD MEMBERS REPORTS/CLOSING REMARKS

None.

11. MEETING EFFECTIVENESS ASSESSMENT

The Board will identify and discuss any occurrences during the meeting that impacted the effectiveness and value of the meeting.

12. ADJOURN

Meeting adjourned at 6:11 p.m.