

**MINUTES OF MEETING  
BOARD OF DIRECTORS  
SEQUOIA HEALTHCARE DISTRICT  
September 5, 2001**

**Present:**

Mr. Faro, President  
Ms. Kane  
Mr. MacNaughton  
Dr. Shefren

**Also present:**

Mr. Gibson, CEO  
Ms. Johnson (recorder)  
Mr. Callaghan, guest

**Absent:**

Mr. Smith

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**CALL TO ORDER:**

President Faro called the meeting to order at 1610 hours in the Administrative Board Room at Sequoia Hospital.

**PUBLIC COMMENT:**

There was no public comment.

**CONSENT CALENDAR:**

On a motion offered by Director Kane and seconded by Director Shefren, the Consent Calendar was approved as presented. In referencing his CEO report, Mr. Gibson updated the Board on Samaritan House's new clinic in Redwood City. The facility is located on 5th Avenue near El Camino Real with an expected move-in date of September 20th. It is projected that the volunteer physicians will treat between 100 to 120 patients a week once the new clinic is fully staffed and operational.

**NEW BUSINESS**

**Fiscal 2000/01 Annual Audit:**

After review of the proposed engagement letter from Pearson Del Prete for provision of the annual audit for FY 2000-2001, Director Shefren moved to authorize Mr. Gibson to execute the engagement letter as presented at a cost not to exceed \$10,000.00. Director Kane seconded the motion which passed by unanimous vote.

**Medical Staff Correspondence Relative to Facility Improvement and Strategic Planning:**

Citing issues recently raised at two informal meetings of the medical staff, which several Board members also attended, Mr. Gibson reported that the physicians have formed a

task force to identify and prioritize their main areas of concern relative to facilities improvement, physician reimbursement, recruitment, retention and staffing. Mr. Gibson noted that at this point neither the focus nor scope of the projects have been identified, but suggested that the Board consider a matching grant with the hospital to fund some of their projects as a show of good faith. Dr. Shefren agreed that Sequoia's medical staff should know that the Board is concerned about the issues raised and are willing to support them; however, he questioned whether the issues articulated by the task force are on behalf of all Sequoia physicians or select groups.

Director MacNaughton stated that the physician complaints had not previously been communicated to this Board or the SHS Board by hospital administration and that an overall plan to address the issues is needed for the Hospital. In addition, he felt the Directors must take more responsibility as to how grant monies to SHS from the District are spent. Director Shefren offered the following motion: The Board of Directors of the Sequoia Healthcare District are willing to increase its funding support to the hospital, in conjunction with SHS and CHW, to address concerns of the medical staff as they relate to the hospital's facilities, physician recruitment, retention and staffing, as part of an overall strategic plan, which should be developed as soon as possible. Director MacNaughton seconded the motion which was unanimously approved.

**ADJOURN:**

At 1700 hours, President Faro adjourned the meeting. The next Regular Meeting of the Board of Directors is scheduled for 1630 hours, Monday, October 1, 2001 in the Administration Board Room at the Hospital.

Respectfully submitted,

Gerald Shefren, M.D.  
Secretary