

**MINUTES OF MEETING  
BOARD OF DIRECTORS  
SEQUOIA HEALTHCARE DISTRICT  
September 3, 2008  
Redwood City Council Chambers  
1017 Middlefield Road  
Redwood City, CA 94063**

<u>Directors Present</u>	<u>Directors Absent</u>	<u>Also Present</u>
Director Faro Director Hickey Director Horsley Director Kane arrived at 4:10 Director MacNaughton arrived at 4:10		Mr. Mahadevan, Interim Executive Director Mr. Hudak, Legal Counsel Ms. Johnson, Recorder

1. Call to Order

**By:** Secretary Horsley  
**Time:** 4:05pm

2. Public Comment/Non-Agenda Items

There was no public comment on non-agenda items.

3.a. - 3.e. Consent Calendar

Director Hickey requested removal of Item 3.a. (June 4, 2008 minutes).

**Motion:** To approve remaining items on Consent Calendar (3.b. July 16, 2008 special meeting minutes, 3.c. August 6, 2008 regular meeting minutes, 3.d. May and June 2008 financial statements, 3.e. Biennial Review of Conflict of Interest Code)

**By:** Director Faro

**Seconded by:** Director Horsley

**Vote:** 3-0

**Motion Passed**

President Kane and Director MacNaughton arrived at 4:10 PM.

Referencing item 3.a. of June 4, 2008 minutes, Director Hickey stated he did not vote in favor of Resolution 08-1.

**Motion:** To tentatively approve June 4, 2008 minutes pending review of Director Hickey's vote by Ms. Johnson.

**By:** Director Faro

**Seconded by:** Director Horsley

**Vote:** 4-1 with Director Hickey opposed.

**Motion Passed**

#### 4. Executive Director Report

Mr. Mahadevan asked if there were questions regarding his report. Director Hickey asked who authorized legal counsel to review his name being placed on the ballot for the November election. Director MacNaughton said he asked counsel for clarification on the matter because the directors need to be responsible for activities regarding the Board.

#### 5.a. Presentation of Findings by Strategic Planning Consultants

Panos Lykidis of the Camden Group reported that he and Ms. Jacobs took the discussion information from the last board meeting along with public comment and combined them in a strategic planning draft for approval.

Mr. Lykidis summarized the development process and SWOT assessment, unchanged from July's meeting, and the mission and vision statements with revisions defined by the Board.

Several directors suggested wording changes to the revised Mission Statement and it was suggested changes be sent to Mr. Mahadevan who will relay them to the Camden Group.

Each of the strategic planning goals were reviewed with changes suggested by Directors.

Mr. Lykidis and Ms. Jacobs will incorporate wording changes from input today and provide a revised Strategic Plan for the Board's consideration.

President Kane thanked the Camden Group and deferred action on the Strategic Plan (agenda Item 5.b.) to a future meeting.

#### 5.c. Update From Board Subcommittee on 525 Veterans Blvd.

President Kane reported that a request for bids on the tenant improvement project has been published and bids are due next Tuesday. Currently, plans are being worked on to submit to the Redwood City Planning Dept. on the exterior changes. Various surfaces and pricing are being considered. The timeline for bids for the exterior is October.

Mr. Mahadevan announced that bids on the tenant improvements will be opened between 5:00-5:30 on September 9. A special board meeting will be called to award the contract to the lowest responsive and responsible bidder.

#### 6.a. Resolution 08-3 PERS Healthcare Coverage for District Employees

**Motion:** To waive reading of Resolution 08-3

**By:** Director Faro

**Seconded by:** Director Horsley

**Vote:** Unanimous

**Motion Passed**

Mr. Mahadevan explained that this resolution is a requirement by PERS in order for District employees to receive PERS healthcare coverage. Mr. Mahadevan indicated healthcare coverage under PERS could save the District money.

**Motion:** To adopt Resolution 08-3.

**By:** Director Faro

**Seconded by:** Director Horsley

**Vote:** 4-1 with Director Hickey opposed.

**Motion Passed**

**6.b. Resolution 08-4 PERS Healthcare Coverage for Board Members**

**Motion:** To waive reading of Resolution 08-4

**By:** Director Faro

**Seconded by:** Director Horsley

**Vote:** Unanimous

**Motion Passed**

This resolution for board members is the same as for employees and is required by PERS. Mr. Mahadevan explained that PERS requires the District to join their pension plan and it must be offered to board members and employees, but they can choose to opt out of participation in the plan.

Mr. Hudak stated that if the District chooses to enroll someone in the pension plan or to consider enrolling a retiree, it would require the Board to adopt a policy because under current policies and procedures, the District doesn't have that type of program. This particular PERS requirement would not effect the District.

**Motion:** To adopt Resolution 08-4.

**By:** Director Faro

**Seconded by:** Director Horsley

**Vote:** 4-1 with Director Hickey opposed.

**Motion Passed**

**6.c. Consider Agreement with MTK Communications to Provide Public Relations Services**

Mr. Mahadevan introduced Don Shoecraft of MTK Communications. The contract with MTK calls for a retainer of \$50,000 per year paid monthly with a 30 day termination clause. Mr. Mahadevan and President Kane interviewed several public relations people. Mr. Shoecraft has extensive background and experience within the community, government organizations and in working with the media.

**Motion:** To approve contract with MTK Communications.

**By:** Director Horsley

**Seconded by:** Director Faro

**Vote:** 4-1 with Director Hickey opposed.

**Motion Passed**

**6.d. Consider Board Meeting Dates for the Remainder of the Year**

President Kane reported that the October 1<sup>st</sup> meeting needs to be rescheduled due to a lack of a quorum on the 1<sup>st</sup> as several board members are attending the annual ACHD meeting. The bids for the tenant improvement project will need to be approved and she asked board members to provide Ms. Johnson with their availability for the second week in September for a special meeting.

**6.e. Appointment of Sub-Committee to Establish Criteria for a Regular position of Executive Director**

President Kane noted that this Committee would also serve as the Board's liaison during the employment search. She requested that Director MacNaughton serve on the sub-committee with her. Director MacNaughton accepted the appointment.

Ms. Cheryl Fama, Executive Director of the Peninsula Healthcare District, provided board members with copies of Peninsula's response to the Grand Jury.

**7. Adjourn**

**Motion:** At 6:30 PM, adjourn meeting.

**By:** Director Faro

**Seconded by:** Director Horsley

**Vote:** 5-0

**Motion Passed**

Respectfully Submitted,

Don Horsley, Secretary