

**MINUTES**  
**TEHACHAPI VALLEY HEALTHCARE DISTRICT**  
**BOARD OF DIRECTORS MEETING**  
Tuesday February 19, 2019  
Tehachapi Valley Healthcare District Office  
305 S. Robinson St.  
Tehachapi, CA 93561  
4:30pm

**Board Present:** Mike Nixon, President; Sam Conklin, Vice-President; Christine Sherrill, Secretary; Duane Moats, Treasurer; William Steele, attending via teleconference from Wilkinson Student Center, Brigham Young University, Provo UT, 84602 426-645-9372

**Staff Present:** Lisa Hughes, Business Manager; Scott Nave, Counsel; Caroline Wasielewski, District Manager

**I. CALL TO ORDER**

President Mike Nixon called the meeting to order at 4:30pm

**II. FLAG SALUTE**

**III. CONSENT AGENDA**

A. Approval of Minutes

- a. Board Meeting, 1/15/19
- b. Finance Meeting, 1/9/19, Receive and File
- c. Strategic Planning , 1/10/19, Receive and File

Consent Agenda Approval, with amended Board minutes; MSA SHERRILL/CONKLIN  
**ROLL CALL 5-0 APPROVED**

**IV. REPORTS**

A. Guild

Guild Vice President, Frankie Wysocki, had no report.

B. Chief Financial Officer Report ( Beedle)

Mr. Beedle began his report with the Variance Report. He continued with the Cash Flow projection vs. the actuals for January 2019 without reserve accounts. TVHD paid out money for surgical equipment and added sales tax and freight. The operational cash was \$14,875 with reserve accounts included. Mr. Beedle reported TVHD got some Medi-Cal and it was more than expected. There was no IGT; easily seen since the IGT and tax are on separate lines. TVHD expects to continue collecting from Adventist Health. Salaries were \$20k vs. \$18k. The professional fees are auditor fees. The 2016 period from July – October is audited. This should be the completion of reconciliation with Medi-Cal and Adventist Health. The Reserve account is okay. At

this time, \$1.3 million in operations account vs a \$779,000 budget. CFO Beedle continued with the Income Statement. He reported no revenue or adjustments and \$113,000 in operating expense with is \$92,000 less than budget. For non-operating, December 2018, \$16,502 in net surplus vs. a budgeted \$-35,000. TVHD is ahead of budget for the first 6 months of the income statement. Mr. Beedle reviewed the executive summary. As he went over the liabilities, he noted that long-term debt was at the anticipated amount.

C. Strategic Planning Report

District Manager reported the committee discussed opportunities to collaborate with the community. She reminded the Board that a grant policy would open the doors to some of these opportunities. Providing grants allows TVHD to contribute to the community while keeping a cap on the expense. Ms. Wasielewski reported the Committee asked if TVHD should change the utilities over. Legal counsel Nave advised against that and reminded the Board that an amendment to the lease needs to come in writing, to the effect that Adventist is not leasing the building at 115 W E Street. Board President Mike Nixon added that Jeff Lingerfelt, AH President, attended the Strategic planning meeting and presented three projects for 2019. There is a need for 40 additional parking spaces, a 64-slice CT scanner and an Echocardiogram machine. Mr. Nixon suggested a potential partnership between the Guild and TVHD to finance the Echocardiogram machine.

D. District Manager Update

Ms. Wasielewski reported that TVHD is ending the HRG contract. HRG oversaw soft collections and set up payment plans for patients of TVHD. These few accounts, all from before 1/1/2016 will be serviced by the current office staff. This will save money and allow for contact on a local level. Ms. Wasielewski reported that Lisa Hughes has been working with local contractors to repair maintenance issues at the Guild Building.

V. **NEW BUSINESS**

A. Board Committees

Board President Mike Nixon reviewed the current Committees and members. District Manager commented that the Personnel Committee has been not been active. Mr. Nixon agreed. The current Finance Committee is comprised of Mr. Moats and Mr. Steele. The current Strategic Planning Committee is Mr. Nixon and Ms. Sherrill. Mr. Nixon asked Mr. Steele to step down and asked Dr. Conklin to attend the Finance Committee meetings as the second Board member. He agreed. Strategic Planning will stay the same.

B. Form 700- Informational

District Manager Wasielewski asked the Board and Mr. Nave to review their respective Form 700 from last year, mark any changes, and return. Ms. Wasielewski will retype and collect new signatures, and send to Kern County as required.

C. District Manager Performance Review

Mike Nixon asked legal counsel Scott Nave to update the Board on the status of District Manager Performance Review. Mr. Nave reported the review was favorable and the Board agreed to grant an increase for Ms. Wasielewski. Details of the increase are to be discussed and voted on at this board meeting. Member Christine Sherrill made a motion

to grant a 2.5% increase and Mr. Moats seconded. Discussion ensued. The Board noted that 3% is an average cost of living increase. Dr. Conklin moved to grant a 3% cost of living raise to the District Manager; Seconded by Ms. Sherrill. President Nixon took a roll call; All Board members were AYE. Motion passed. 5-0

D. A Resolution to the Board of Directors Declaring Certain Property Surplus to the Needs of the District and Authorizing Disposition of the Property

The Board reviewed the resolution. After revising the resolution to state 'dispose' instead of 'acquire', the Board sought a motion to declare the c-trains surplus property.

**MSA – KONKLIN, SHERRILL; ROLL CALL 5-0**

E. Alliant Insurance - Discussion

The term is up for Alliant coverage on the new hospital. CFO Beedle reported on the cost and deductible for Earthquake insurance for 1100 Magellan Drive. It would cost \$102,000 for \$72 million of coverage. The amount of coverage was determined when the policy was written. The deductible could be as high as \$80,000. Mr. Beedle also explained that Adventist Health has no insurance on any of its hospitals. He also does not know of any District hospitals that hold this insurance. Mr. Nixon thanked Mr. Beedle for the information. The Board took no action on the issue.

VI. **OLD BUSINESS**

A. TVHD Grant Program

President Nixon stated that it would be good for the Board to discuss the Grant program again. Since they voted last month to not have one, it has put the end to two actions. 1) This has shut the door on any way the District can contribute to programs in the community. 2) Adventist Health wants an ECHO machine. With the grant program in place, TVHD can collaborate with the Guild and legally pay for part of it. Without the program, TVHD cannot do anything. Mr. Moats commented that the original grant policy stipulated a ceiling and he believes that if there were no ceiling, then that would allow TVHD to do what is in the best interest of the community. He expressed his concern that TVHD would have to give the grant every year. Mr. Nixon explained that the Board would always have the opportunity to vote no. The grant would have to be presented before Strategic Planning, and then the full Board, so there would be two chances for public input, and then the Board would have the final vote. A member of the public used an example to ask if every request would be approved. Mr. Nixon explained that it would not. A member of the Guild asked, since the Guild cannot buy the piece of equipment on their own, would they have to come to TVHD with a specific amount for a grant. Mr. Nixon answered that the Guild could come to TVHD and ask for TVHD to grant 50k and then they would pay 50k, or even go three ways and have the AH foundation donate as well. Mr. Nixon thanked the public for their input and again stated this grant program gives TVHD the opportunity to help out the community. No action was taken and the topic was **TABLED.**

B. Board of Director Travel

None

VII. **PUBLIC COMMENTS ON ITEMS NOT APPEARING ON THE AGENDA**

None

**VIII. BOARD COMMENTS ON ITEMS NOT APPEARING ON THE AGENDA**

None

Board went into closed session at 5:15pm  
Board went to open session at 5:45 pm

**IX. CLOSED SESSION REPORT**

Counsel Scott Nave reported the Board discussed the lease agreement and property negotiations for 305 S Robinson Street and 101 W E. Street.

**X. ADJOURNMENT**

Meeting adjourned at 5:46 pm

Respectfully,



Christine Sherrill  
Secretary