

Hospice of Amador & Calaveras Board of Directors – Meeting Minutes

December 22, 2016

HOAC Business Office Conference Room
5:30 p.m. – 6:00 p.m. (6:00 p.m. Closed Session)

Board Members Present: Danelle Dix, **President**, Wayne Garibaldi, **Vice President**, Dr. Skip Tadlock, Anne Platt, Toni Linde,

Board Members Absent: Lori Halvorson and Jude Redkey, **Secretary**

Staff Present: Dan Riordan, **Executive Director**, Sheila Forney, **DPCS**,

Guests: None

The meeting was called to order at 5:35 p.m. by Danelle

Approval of Minutes

MOTION # 01 – 12/22/16: Danelle motioned that the Board accepts the Minutes of the meetings held on November 7th, 10th, and 15th as presented. Motion was seconded: Dr. Skip with one comment regarding adding all the names of the Leadership Team who were present at the meeting when they provided their feedback. Dan will add those names and the motion carried.

It was noted that this was Dr. Skips last meeting as a Board member. We appreciate his years of service and Dan will organize a card to be signed and delivered from our staff indicating their appreciation.

Wayne also confirmed his willingness to serve on board until September 2017 if the Board so desires.

Directors Report – Dan

- The hiring of a new ED will be discussed in closed session tonight.
- Turnaround Plan development and action...In place and making progress...Dan will send to members. The plans main goals are to get to full staff and increase the census.
- Both Stores slower than budgeted due to a missing processor in Jackson that we did not replace right away...but now we must
- Ledger building is being cleaned out and Wayne will join us for a walk through as we negotiate for more support from the Rancheria. Not sure what to do with the building right now. We don't want to spend any additional money right now. Dan will follow up with Jack M to set up appointment.
- List is being created for potential Board Members and will be shared with Danelle prior to the end of the year.
- Decision was made not to discuss success criteria to be sure there would be time to finalize the ED replacement discussion.
- 2nd Loan in Angels Camp being paid off. We will not consider a line of credit at this time. We will wait for Financial Planning Group to convene a meeting to discuss future activity.

Clinical Update – Sheila –

- Sheila reported that Ken had resigned and that the staff is hanging in there.
- Had a patient suffer burns from a fire started by smoking. State came and investigated and found no fault on HOAC and complimented team on care and documentation.
- New on call staff members coming on board in January along with another per diem RN
- Once these folks are in place we are still a couple of positions short but we are continuing to recruit.
- Morale was reported as excellent with a concern that the likelihood of burn-out exists as long as we have case managers handling the on-call shifts.

Moved into closed session at 5:55PM

Out of the closed session came the motion to extend an offer to the candidate who had been interviewed by the 4 different interview teams including;

1. Dan and Pat
2. Board members including Toni, Wayne, Danelle, Anne
3. HOAC Leadership team excluding Karen who was out that day
4. Staff members including LaDonna, Colleen from the clinical area and Sarah and Patti from the Thrift Stores.

All agreed that this was a quality candidate that they could work with and motion was approved to extend offer.

MOTION # 02 – 12/22/16: To extend Pat authority to develop and deliver an offer of employment to candidate Ariane Debien including meeting her base salary requirement, a moving stipend, and consideration for a future incentive plan which will be developed and agreed upon between the Board and new candidate.

Toni made the motion and Anne seconded the motion. Motion passed with a unanimous vote 4-0 with Dr. Skip recusing himself from the vote based on the fact that he did not know the candidate.

Adjournment

There being no further business the meeting was adjourned at **6:25 pm**