

MINUTES OF THE HOSPICE OF AMADOR & CALAVERAS
BOARD OF DIRECTORS

February 21, 2017
 HOAC Business Office Conference Room
 5:30 p.m. – 6:00 p.m.

<p>PRESENT: BOARD MEMBERS: Danelle Dix, President Lori Halvorson Toni Linde Wayne Garibaldi, Vice President Anne Platt</p> <p>ABSENT: Jude Redkey, Secretary</p>	<p>STAFF MEMBERS: Ariane Debien, Executive Director Dave Carlton, Thrift Store Manager Renee Davis, Volunteer Coordinator Karen Mason, Recorder</p> <p>ABSENT: Sheila Forney, DPCS</p> <p>GUESTS: None</p>
<p>The meeting was called to order at 5:40 p.m. by Danelle</p>	
<p>1. Approval of Minutes MOTION # 01-2/21/17: That the Board accepts the Minutes of the meeting of January 17,2017 as presented in the new format.</p> <p align="right">Moved: Wayne Garibaldi Seconded: Danelle CARRIED</p>	
<p>2. Directors Report - Ariane</p> <ul style="list-style-type: none"> • Success Criteria Committee – Ariane, Wayne, Anne, Renee and Karen, schedule first meeting for next week with a focus on benchmarking and financial statistics. • Closed forum to be held at the end of this regular meeting to discuss current Bylaws policy on open meetings to guests. New verbiage to be a motion on next month’s agenda. • HOAC spaces for rent – Dawn Santos is possibly interested in Suite 101 & 201. Offices are ready for rental, offices and carpets were cleaned. Ledger building discussion regarding lot split and Wayne cautioned on preliminary lines, cost and guidelines. Floors and walls needing work, Wayne will go speak to Sero Toma.. Dave added that in the meantime it is being used for Thrift Storage with a need to look into alternative storage if sold. • Board Recruitment – Dr. Fields of Plymouth who is a hospice advocate, aware and passionate was to join this meeting to meet Board and be voted onto Board of Directors. It was stated that he had not been invited as he had expected. Danelle stated the board is ready to vote him in. • \$50,000 estate donation delivery by Lynne Standard Nightengale, Still trying to sell the West Point house/property estate gift. On the market one year next month 	
<p>3. Clinical Update – Ariane – Sheila on vacation</p> <ul style="list-style-type: none"> • Average daily census in January was 28.8, Toni questioned why the budget would have been set for ADC of 38 when statistics do not reflect that as a target that can be reached? • Implementing trending in Clinical area. Staff will be attending Netsmart training next month. • Nearly fully staffed, burnout is still a concern during orientation of new staff. RN’s to start on March 1st along with 1 Per-diem MSW. Good applicants in the Nursing Supervisor search. • EAG – discussion of an Agency Recipe Book, and Buddy System for new hires. 	

4. Thrift Update - Dave

- Positions are now all filled
- POS System in place the first week in March with kickoff in the Jackson Thrift, followed by Angels Camp Thrift. It will be a culture change. 2 registers in each store. They will provide better reporting capabilities and will be much more user friendly. Cost is a total of \$5,000 with a minimal monthly subscription.
- Projects - Intake redesign is necessary for the appearance to the public, should be out of sight.
- Wayne asked if the decrease in revenue had to do with weather on the external end and vacancy or open positions on the internal? Dave said both of those things having some impact however donation flow is strong and all positions will be filled in the next few weeks.

5. Marketing Update - Renee

- Renee reported on a positive Valentine Raffle turn out.
- Due to her Volunteer Coordinator role, marketing in the community has slowed, Tammy continues to cover Calaveras County.
- Renee is working on a Griefbuster Grant and a Respite Grant, both good opportunities.
- Volunteer Appreciation preparations are beginning with a Luncheon scheduled for April 26th at the Thomi's Banquet Room with this year an invitation to a plus 1 event. Feedback from volunteers is positive as they enjoyed having their loved one celebrate what they do with them. Calaveras Appreciation will be scheduled again this year at the pickle patch in San Andreas.
- Save the date – Art Auction is scheduled for September 22nd at Karmere Winery.

Danelle felt positive about the progress hospice has made stating “We can do it”

6. Adjournment

MOTION # 02-02/21/17: There being no further business the meeting was adjourned at approximately 6:25pm.

Moved: Danelle Dix
Seconded: Toni Linde
CARRIED

Closed Session was held following adjournment.

NOTES APPROVED BY:

[Name]