

**Anderson Valley Health Center  
Board of Directors Meeting Agenda  
Thursday, April 26, 2018 5-6:50 p.m.  
AVHC Conference Room**

<b>Time</b>	<b>Topic</b>	<b>Discussion Leader(s)</b>	<b>Desired Outcome(s)</b>
5:00-5:05	<b>Call to order, Introductions Establish Quorum Approval of Agenda</b>	Ric Bonner	Approve agenda
5:05-5:10	Approval of March 22, 2018 Board Meeting Minutes	Ric Bonner	<b>Review and approve</b> draft March 22, 2018 meeting minutes
	<b>Staff Reports</b>		
5:10-5:40	Executive Director, Medical Director and Operations Director Reports	Chloe Guazzone Dr. Apfel Fabi Cornejo	Reports given, discussion
5:40-6:25	<b>Board Committee Reports</b>		
5:40-6:00	Finance Committee	JR Collins	<ul style="list-style-type: none"> <li>• <b>Review and approve</b> the January 2018 financial reports</li> <li>• <b>Review and approve</b> the February 2018 financial reports</li> <li>• <b>Review and approve</b> the March 2018 financial reports</li> <li>• <b>Review and approve</b> the Single Audit Report for Fiscal Year 2016/2017</li> <li>• Status report and potential financial impact of Medi-Cal change in scope audit</li> </ul>

6:00-6:10	Performance Improvement	Drew Colfax	Report on activities from the April PI committee meeting.
6:10-6:20	Outreach and Marketing committee	Fabi Cornejo and Ivan Jimenez	Report on Strategic Plan activities
6:20-6:25	Fundraising	Ric Bonner	Report of Plans
6:25-6:35	Board Development and Governance	Heidi Knott	<ul style="list-style-type: none"> <li>• <b>Review and approve</b> the revised Bylaws of the AVHC</li>   <li>• Board Strategic Plan Update meeting on Sat., May 12<sup>th</sup> from 9 to 4. Present draft agenda.</li> </ul>
6:35-6:50	Executive Committee	Ric Bonner	<ul style="list-style-type: none"> <li>• Upon recommendation of the Executive Committee, <b>discuss and approve</b> the following polices: <ul style="list-style-type: none"> <li>a. Code of Conduct</li> <li>b. Review and Approval of Personnel Policies</li> <li>c. Email, Internet access and other systems – personal use</li> <li>d. Employee Education Records</li> <li>e. Employee Handbook Acknowledgement</li> <li>f. Layoff Policy</li> <li>g. Responding to Reference Requests</li> <li>h. Safety Training</li> <li>i. Compensation Policy</li> </ul> </li> </ul>

			<ul style="list-style-type: none"> <li>j. Tuition Reimbursement</li> <li>k. Volunteers</li> <li>l. Clinical Care of Staff members</li> <li>m. Employee Bonus Program</li> <li>n. Loan Repayment</li> <li>o. Family Friendly Workplace</li> <li>p. Conflict of Interest Statement and Disclosure</li> </ul> <ul style="list-style-type: none"> <li>• Review results of the 2018 Employee Satisfaction Survey</li> <li>• <b>Discuss and approve</b> the Cal Fresh coordinator grant application</li> </ul>
6:50-7:20	<b>New Business</b>	Chloe Guazzone	<ul style="list-style-type: none"> <li>• <b>Discuss and approve</b> the HRSA Form 5a, 5b and 5c information as revised</li> <li>• <b>Discuss and approve</b> the following policies: <ul style="list-style-type: none"> <li>• Diagnostic Imaging</li> <li>• Lab Tracking</li> <li>• Risk Management</li> <li>• Credentialing and Privileging</li> </ul> </li> <li>• <b>Discuss and approve</b> a resolution authorizing the ED to make a pre-payment of up to \$200,000 on the USDA mortgage</li> </ul>

			<ul style="list-style-type: none"> <li>• <b>Discuss and approve</b> a Board approval calendar for Policies and Procedures</li> <li>• <b>Discuss and approve</b> the submittal of the 2016 Exempt Organization tax return documents (2016 IRS Form 990, Calif. Form 199 and Calif. Form RRF-1)</li> <li>• Discussion of the 2017 Uniform Data Set (UDS) report</li> </ul>
7:20-7:35	<b>Board Training</b>	Kathy Cox	<ul style="list-style-type: none"> <li>• Discussion of information from HRSA Governing Board Handbook (pages 1 through 22)</li> </ul>
7:35-7:40	<b>Public Comments</b>		Receive public comments
7:40	Adjournment	Ric Bonner	Meeting adjourned,

Next AVHC Board Meeting will be on Thursday, May 31, 2018 at 5 p.m. at the AVHC Conference Room