

TEHACHAPI VALLEY HEALTHCARE DISTRICT  
BOARD OF DIRECTORS MEETING  
**MINUTES**  
116 W E Street  
Tehachapi, CA 93561  
January 8, 2022  
Conference Call # 351-888-6527  
5:00pm

**Board Present:** Mike Nixon, Christine Sherrill, William Steele, Duane Moats, Carl Gehricke

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

**I. CALL TO ORDER**

Chair Mike Nixon called the meeting to order at 5:00 pm.

**II. FLAG SALUTE**

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

None

**IV. CONSENT AGENDA**

**A. Approval of Minutes**

1. Board of Directors Special Meeting, 12/14/21
2. Board of Directors Special Meeting, 12/27/2021
3. Receive and File, Community Outreach Committee, 12/7/21
4. Receive and File, Finance Committee, 12/8/2021
5. Receive and File, Strategic Planning Committee, 12/8/21

Consent Agenda Approval

**MSA: GEHRICKE/STEELE; 5-0; APPROVED**

**VI. NEW BUSINESS**

**A. Board of Director Elections**

Mike Nixon, Board Chair, took nominations for all board positions.

Mike Nixon was nominated to remain as Board President. He accepted.

Bill Steele was nominated for Board Vice-President by Director Gehricke. He accepted and was appointed unanimously by the Board of Directors.

Duane Moats was nominated to remain as Board Treasurer. He accepted.

Christine Sherrill was nominated to remain as Board Secretary. She accepted.

The final slate of officers for the 2022 year are, approved 5-0:

**Mike Nixon, President**  
**William Steele, Vice-President**  
**Duane Moats, Treasurer**  
**Christine Sherrill, Secretary**

**B. Board Committee Assignments**

The Community Outreach Committee will be William Steele and Christine Sherrill. The Finance Committee will be Duane Moats and Carl Gehricke. The Strategic Planning Committee will be Mike Nixon and Christine Sherrill.

**C. 2022 Board Goals**

**The Board discussed a few items that they would like to designate as goals for 2022. After some discussion, the Board Goals for 2022 are:**

1. To plan, fund and build a new community building at the site of the old hospital.
2. To look for opportunities to construct additional buildings for district use.
3. Create and distribute handouts for disaster planning and emergency preparedness. Create and execute a plan for community engagement surrounding emergency preparedness.
4. Focus on Board Education and Ethics Training
5. Financial Planning - to being with the Finance Committee
6. Partnership with Adventist Health- specifically, the prospect of Adventist purchasing the new hospital.

In subsequent meetings, the Board will continue to add action and completion items to this list.

**D. Staff Goals**

CEO Wasielewski reviewed with the Board a list of staff goals for 2022 that will be reviewed quarterly:

1. To work with the Community Outreach committee to start a Senior Compassion Campaign, CPR Program and Education Series.
2. An update of district policies
3. Successful integration to QuickBooks
4. Lisa Hughes to gain notary certification
5. Attend annual compliance seminar
6. Review and update employee handbook
7. Storage for generators
8. Find a repair/handyman for maintenance at 116 W E Street

**V. OLD BUSINESS**

- A. 115 W E Street Project - *before this item was underway, Director Carl Gehricke recused himself from the discussion.*

1. Scott Nave explained to the Board what a design build project is and how this kind of project management could be useful to the district and allow for more coordination and control. Additionally, the Strategic Planning Committee recommended undertaking the new building at 115 W E Street as a design build project. The board discussed and affirmed that design build is the way to proceed.
2. Since the first step in the process is to have an engineer on board for the beginning of the design process, there was a motion from Director Moats to direct Scott Nave and Caroline Wasielewski to revise the RFP and send out to engineering companies. The total budget is set at \$1.6 million not to exceed \$2 million. Director Sherrill seconded the motion. The motion was approved.

**MSA; MOATS/SHERRILL; 4-0; Gehricke abstained, APPROVED**

## **VI. REPORTS**

### **A. Finance Report**

Ms. Wasielewski reviewed the financial handout for December 2021. After a total revenue of \$443,420.80 and \$58,793.22 in expenses, the month showed a net income of \$384,627.58. There were no additional questions or comments.

### **B. CEO Report**

CEO Wasielewski updated the Board on all activities since the last meeting. Some notable items included meeting with a bookkeeper to start the transition to QuickBooks., speaking with GM of Recreation and Parks District to create a presence in the new Community Center for after school programs and contacting community members to gauge their interest in assisting with education and wellness seminars or videos for TVHD.

### **C. Adventist Health Tehachapi Valley**

Edward Martin addressed the Board and discussed updates with the new hospital. Covid has been surging and the hospital staff is managing and putting measures into place that protect both patients and employees. Mr. Martin was excited to announce the impending opening of the new imaging pavilion. This will allow for greater imaging capabilities with both new CAT Scan and MRI equipment. He talked about Adventist Health's desire to have more specialists and a medical clinic on the existing campus. He communicated that Adventist Health is working on all these activities to help the residents of Tehachapi stay in Tehachapi, and not have to travel to Bakersfield so often for specialty services. Finally, Mr. Martin explained the difficulties with using a switchboard

service based out of Bakersfield versus phone operators in Tehachapi. He has made finding a solution for this a goal for the new year. The Board thanked him for the comprehensive review.

Board of Director Travel

None

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

None

**VIII. CLOSED SESSION**

A. Personnel Evaluation: CEO

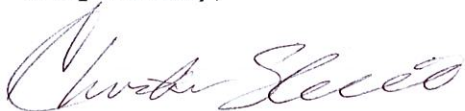
**IX. CLOSED SESSION REPORT**

Board discussed CEO Evaluation and no action was taken.

**X. ADJOURNMENT**

Meeting adjourned at 5:57 pm

Respectfully,



Christine Sherrill  
Secretary