

TEHACHAPI VALLEY HEALTHCARE DISTRICT
BOARD OF DIRECTORS MEETING
MINUTES
116 W E Street
Tehachapi, CA 93561
April 19, 2022
Conference Call # 351-888-6527
10:00am

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 10:00 am

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 Meeting 3/15/22
2. Receive and File, Community Outreach Committee, 3/8/22
3. Receive and File, Finance Committee, 3/9/22
4. Receive and File, Strategic Planning Committee, 3/10/22

Consent Agenda Approval

MSA: STEELE/GEHRICKE; ROLL CALL 5-0; APPROVED

V. OLD BUSINESS

None

VI. NEW BUISNESS

A. Approval of Adventist Medical Office Building Project

The Board reviewed the Consent to Tenant Improvement document in Tab 5. Director Nixon wants to add that Adventist Health cover the cost of any appraisal needed and TVHD would cover the cost of any election associated with the lease agreement/amendment related to this Medical

Office Building. Directors Sherrill and Gehricke would like the Adventist to cover the cost of both election and appraisal. Director Steele commented he agreed with that, and Director Moats commented it was a negotiable item. Director Sherrill made a motion to add #6 to the document that states Adventist Health will cover the cost of any required appraisal and election. Director Steele seconded it. There was a roll call vote.

Nixon, Steele, Moats, Gehricke, Sherrill - All Ayes

Motion passed. **MSA; SHERRILL, GEHRICKE; 5-0 APPROVED**

B. Approval of FY23 Operational Budget

The proposed operation budget for Fiscal Year 2023 was reviewed by the Board. Director Steele made a motion to approve with the revision that Trustee training be doubled from \$2500 to \$5000. Director Sherrill seconded the motion. Roll call vote taken:

Nixon, Steele, Sherrill, Moats, Gehricke all AYES Motion Passed

MSA; STEELE/SHERRILL; 5-0 APPROVED

C. Disposal of Financial Records and Documents Pas Retention Period

Scott Nave explained that more information was needed for this disposal to be approved. The Resolution needs more detail and explanation for each record being disposed of. Business manager Lisa Hughes explained she is using a retention manual to decide what is next to be disposed. Mr. Nave proposed that this resolution be considered subject to final approved and review by legal counsel. A motion was entered by Director Gehricke that disposal would take place when more detail and explanation was gathered and is subject to final review by Mr. Nave. Director Moats seconded the motion. Roll Call vote: Nixon, Gehricke, Moats, Sherrill, Steele - AYES

Motion passed. **MSA; GEHRICKE/MOATS; 5-0; APPROVED**

VI. REPORTS

A. Community Outreach Committee Update

Director Steele reported on the last committee meeting. Adventist Health conducted a virtual tour of their mobile clinic and how it would be valuable to have one dedicated to Tehachapi and East Kern County.

B. CEO Report

Ms. Wasielewski reviewed the financial handout for March 2022. After a total monthly revenue of \$48,503.35 and \$40,306.97 in total expenses, the month showed a net income of \$8,816.38. Ms. Wasielewski also reviewed the 12-month rolling cash report. There were no additional questions or comments. CEO Wasielewski updated the Board on all activities since the last meeting. The report was included in the Board packet.

C. Adventist Health Tehachapi Valley Update

Edward Martin reported on staff openings at Adventist Health Tehachapi and they are working on filing them with the best candidates. Mr. Martin also thanked the Board for supporting Adventist on the opening of the Imaging Pavilion. HE also reported the beginnings of a Patient Advisory Council to ensure a exemplary Tehachapi patient experience. On the item of the Medical office building, Mr. Nave suggested to Mr. Martin that the Adventist Health attorneys call him.

Board of Director Travel

None

VII. BOARD COMMENTS ON ITEMS NOT APPEARING ON THE AGENDA

None

VIII. ADJOURNMENT

Meeting adjourned at 10:38 am

Respectfully,



Christine Sherrill
Secretary