



# AGENDA REGULAR MEETING OF THE EL CAMINO HEALTHCARE DISTRICT BOARD OF DIRECTORS

**Tuesday, March 28, 2023 – 5:30 pm**

El Camino Hospital | 2500 Grant Road, Mountain View, CA 94040 | Sobrato Boardroom 1

THE PUBLIC IS INVITED TO JOIN THE OPEN SESSION PORTION OF THE MEETING LIVE AT THE ADDRESS ABOVE OR VIA TELECONFERENCE AT:

**1-669-900-9128, MEETING CODE: 932 8317 4995#. No participant code. Just press #.**

To watch the meeting, please visit:

<https://elcaminohealth.zoom.us/j/93283174995?pwd=YzFZQ2hucERrYWVU5N3kwNU9xUT09>

Please note that the livestream is for **meeting viewing only** and, there is a slight delay; to provide public comment, please use the phone number listed above.

	AGENDA ITEM	PRESENTED BY	ACTION	ESTIMATED TIMES
1.	<b>CALL TO ORDER/ROLL CALL</b>	Julia E. Miller, Board Chair	Information	<b>5:30 – 5:31 pm</b>
2.	<b>CONSIDER AB 2449 REQUESTS</b>	Julia E. Miller, Board Chair	Possible Motion <i>public comment</i>	<b>5:31 – 5:32</b>
3.	<b>SALUTE TO THE FLAG</b>	Dan Woods, Chief Executive Officer	Information	<b>5:32 – 5:33</b>
4.	<b>POTENTIAL CONFLICT OF INTEREST DISCLOSURES</b>	Julia E. Miller, Board Chair	Information	<b>5:33 – 5:34</b>
5.	<b>PUBLIC COMMUNICATION</b> a. Oral Comments <i>This opportunity is provided for persons in the audience to make a brief statement, not to exceed three (3) minutes on issues or concerns not covered by the agenda.</i> b. Written Correspondence	Julia E. Miller, Board Chair	Information	<b>5:34 - 5:37</b>
6.	<b>CONSENT CALENDAR</b> <i>Any Board Member or member of the public may remove an item for discussion before a motion is made.</i> <b>Approval</b> a. <a href="#">Minutes of the Open Session of the District Board Meeting (02/08/2023)</a> b. <a href="#">Minutes of the Open Session of the District Board Special Meeting (02/14/2023)</a> c. <a href="#">Media Guidelines Update</a> <b>Information</b> d. <a href="#">Pacing Plan</a> e. <a href="#">Report on Educational Activity – Director Miller</a> f. <a href="#">Report on Educational Activity – Director Somersille</a>	Julia E. Miller, Board Chair	Motion Required <i>public comment</i>	<b>5:37 – 5:45</b>
7.	<b><u>WRAP-UP OF COMMUNITY TESTING PROGRAM FOR COVID-19</u></b>	Meenesh Bhimani, MD Chief Operating Officer	Motion Required <i>public comment</i>	<b>5:45 – 5:50</b>

A copy of the agenda for the Regular Board Meeting will be posted and distributed at least seventy-two (72) hours prior to the meeting. In observance of the Americans with Disabilities Act, please notify us at **(650) 988-8254** prior to the meeting so that we may provide the agenda in alternative formats or make disability-related modifications and accommodations.

	AGENDA ITEM	PRESENTED BY	ACTION	ESTIMATED TIMES
8.	<a href="#"><u>COMMUNITY BENEFITS SPOTLIGHT RESOLUTION 2023-02: CHINESE HEALTH INITIATIVE</u></a>	Julia Miller, Board Chair Jon Cowan, Senior Director, Government Relations and Community Partnerships Jean Yu, Manager, Chinese Health Initiative	Motion Required <i>public comment</i>	5:50 – 6:00
9.	<a href="#"><u>EL CAMINO HEALTHCARE DISTRICT GOALS</u></a>	Dan Woods, Chief Executive Officer Jon Cowan, Senior Director, Government Relations & Community Partnerships	Discussion	6:00 – 6:30
10.	<a href="#"><u>ECHD FY23 FINANCIALS</u></a>	Carlos Bohorquez, Chief Financial Officer	Motion Required <i>public comment</i>	6:30 – 6:45
11.	<a href="#"><u>EL CAMINO HEALTHCARE DISTRICT BOARD HEALTH AND SAFETY CODE § 32103: DIRECTOR COMPENSATION</u></a>	Julia Miller, Board Chair	Possible Motion <i>public comment</i>	6:45 – 6:55
12.	<b>ADJOURN TO CLOSED SESSION</b>	Julia Miller, Board Chair	Motion Required <i>public comment</i>	6:55 – 6:56
13.	<b>POTENTIAL CONFLICT OF INTEREST DISCLOSURES</b>	Julia Miller, Board Chair	Information	6:56 – 6:57
14.	<b>CONSENT CALENDAR</b> <i>Any Board Member or member of the public may remove an item for discussion before a motion is made.</i> <b>Approval</b> <i>Gov't Code Section 54957.2:</i> a. <a href="#"><u>Minutes of the Closed Session of the District Board Meeting (02/08/2023)</u></a> b. <a href="#"><u>Minutes of the Closed Session of the District Board Special Meeting (02/14/2023)</u></a>	Julia Miller, Board Chair	Motion Required	6:57 – 6:58
15.	<b>ADJOURN TO OPEN SESSION</b>	Julia Miller, Board Chair	Motion Required	6:58 – 6:59
16.	<b>RECONVENE OPEN SESSION/ REPORT OUT</b>  To report any required disclosures regarding permissible actions taken during Closed Session.	Julia Miller, Board Chair	Information	6:59 – 7:00
17.	<b>BOARD COMMENTS</b>	Julia Miller, Board Chair	Discussion	7:00 – 7:10
18.	<b>ADJOURNMENT</b>	Julia Miller, Board Chair	Motion Required <i>public comment</i>	7:11 – 7:12

[APPENDIX](#)

**Upcoming Meetings:** May 16, 2023; June 20, 2023



**EL CAMINO DISTRICT HEALTHCARE BOARD OF DIRECTORS  
BOARD MEETING COVER MEMO**

**To:** El Camino Healthcare Board of Directors  
**From:** Julia Miller, District Board Chair  
**Date:** March 28, 2023  
**Subject:** Report on Educational Activity

**Board Action:** Information

**Summary:**

**Conference Title:** SPECIAL DISTRICT LEADERSHIP ACADEMY

**Sponsoring Organization:** California Special Districts Association

**1.** Key Educational Points, Lessons Learned:

Promoting Civility in Times of Partisanship and Polarization  
Board/CEO Relationship  
Leading Challenging Board Meetings  
Establishing Board Culture

**2.** Were there speakers that ECH should consider inviting?  Yes  No

Possibly:  
Mark Meyerhoff, Liebert Cassidy Whitmore;  
Carolyn Walker, Prentice Long;  
Brent Ives, BHI Consulting.

**Book:** "Holding the Gavel: What Nonprofit Board Leaders Need to Know".

**3.** Do you recommend this conference to other members of the Board?  Yes  No

There is another date for this conference for those interested on October 22-25, 2023 in Sonoma County.

**[CSDA Registration Link](#)**



**EL CAMINO DISTRICT HEALTHCARE BOARD OF DIRECTORS  
BOARD MEETING COVER MEMO**

**To:** El Camino Healthcare Board of Directors  
**From:** Carol A. Somersille, M.D.  
**Date:** March 28, 2023  
**Subject:** Report on Educational Activity

**Board Action:** Information

**Summary:**

**Conference Title:** Special District Leadership Academy

**Sponsoring Organization:** California Special Districts Association

The conference started with an overview of special districts – there are over 2,000 special districts in California and more than 30,000 in the United States. We compose the largest elected base in the State of California and are the most common form of local government. There were over nine types of special districts represented. The overwhelming majority were water districts and only two healthcare districts were represented.

The agenda included the following topics:

- Building A Foundation For Good Governance
- Defining Board And Staff Roles And Relationships
- Fulfilling Your District’s Mission – Charting The Course
- Getting the Word Out! Best Practices For Communication and Outreach
- Show Me The Money! What Do Board Members Need To Know About District Finances?

**1. Key Educational Points, Lessons Learned:**

The knowledge I gained during each of the sessions was invaluable, especially the discussion regarding building a foundation and engaging our community and the legislature. Regarding fulfilling our district’s mission, we reviewed the classic setting direction documents of Mission, Vision, Values, Goals, Objectives, and Work Plan. We were reminded that the foundation for effective governance requires a unity of purpose among board members. Characteristics of effective directors and a successful team were reviewed. Subsequently, I have requested a study session and a consultant to help in developing the El Camino Healthcare District Strategic Plan.

- 2. Were there speakers that ECH should consider inviting?**       Yes       No
- 3. Do you recommend this conference to other members of the Board?**       Yes       No

There is another date for this conference for those interested on October 22-25, 2023 in Sonoma County. [CSDA Registration Link](#)



## EL CAMINO HEALTHCARE DISTRICT BOARD MEETING COVER MEMO

**To:** El Camino Healthcare District (“District”) Board of Directors  
**From:** Meenesh Bhimani, M.D. - Chief Operating Officer  
**Date:** March 28, 2023  
**Subject:** Wrap Up of Community Testing Program for COVID-19

### Recommendation:

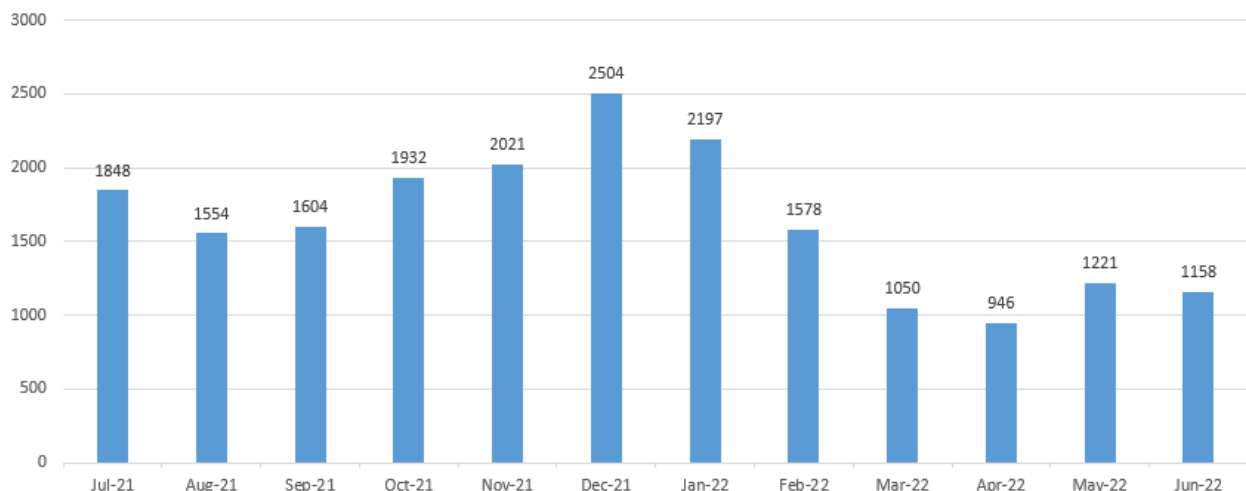
- 1) To authorize the end of the El Camino Healthcare District Community COVID-19 Testing and Vaccination program (“the District Program”) that was established in May 2020 in response to the COVID-19 pandemic in our community on April 15, 2023.
- 2) To authorize the purchase of 500 antigen testing kits to distribute through the end of FY23 to distribute to eligible healthcare district community members requesting testing with branded labels on each test noting: “Compliments of El Camino Healthcare District and El Camino Health”. Estimated cost is \$3,000
- 3) To authorize a press release that announces the wrap of this program with a summary of the benefits that were provided by the El Camino Healthcare District during the pandemic.

### Summary:

The California COVID-19 State of Emergency was terminated on February 28, 2023. Healthcare providers and pharmacies throughout the County have the ability to provide residents with access to testing and vaccinations. The County of Santa Clara demobilized its COVID-19 mass vaccination and mass testing sites on February 28, 2023. We recommend ending the District Program effective April 15, 2023.

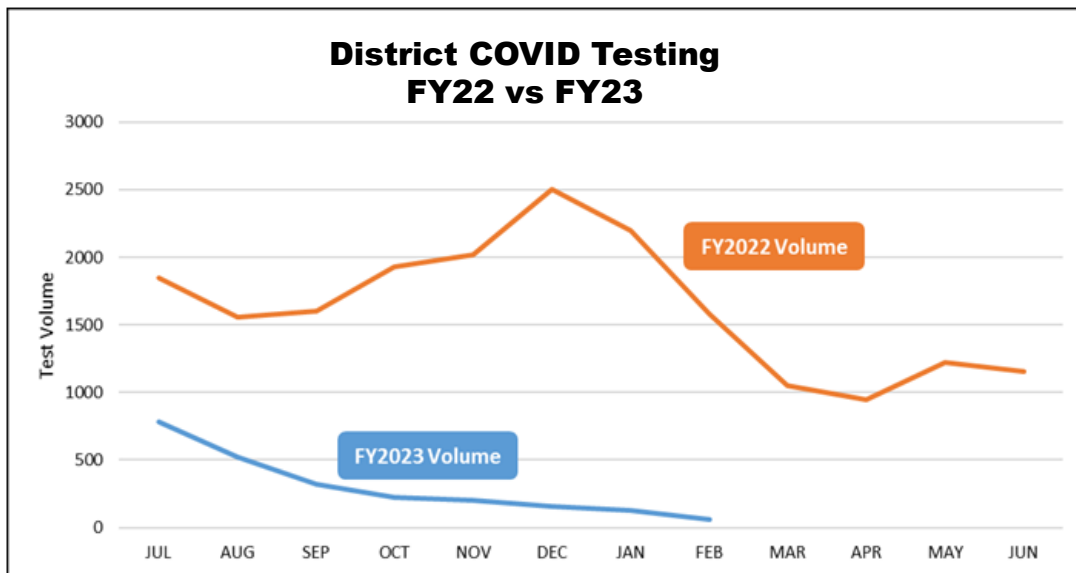
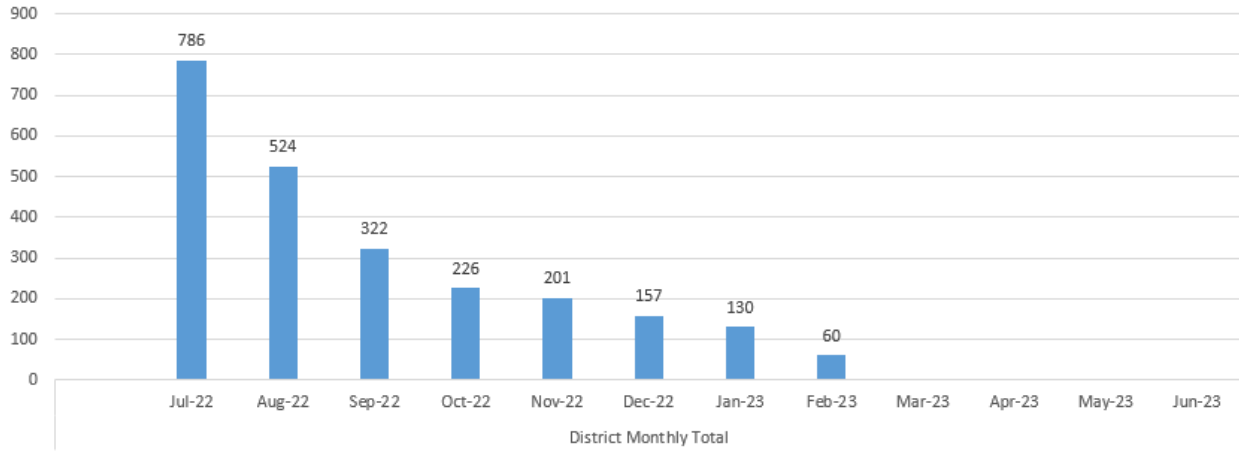
The District Program has been a successful multi-year effort, and has served our community through the pandemic. Since inception, the program has provided for over 53,000 COVID-19 tests and over 63,000 vaccines to those in need. As COVID case rates have decreased, the community demand for these services have decreased.

**District COVID Testing  
July 2021 to June 2022**



Wrap Up of Community Testing Program for COVID-19  
March 28, 2023

**District COVID Testing  
July 2022 to February 2023**



Wrap Up of Community Testing Program for COVID-19  
March 28, 2023

El Camino health currently offers district testing twice a week with limited demand. We are recommending cessation of the District Program. In order to provide testing capability to eligible community members through the end of the FY we recommend purchasing 500 antigen kits which will be distributed from our outpatient pharmacy as needed. The estimated cost for this is \$3,000.

Program expenses since inception (through January 2023)

COVID-19 Testing: \$294,586

COVID-19 Vaccination: \$85,646

Labor: \$1,005,219

Marketing: \$52,158

**Total: \$1,437,609**

**Remaining funds: \$962,391**

RESOLUTION 2023-03

## RESOLUTION OF THE BOARD OF DIRECTORS OF EL CAMINO HEALTHCARE DISTRICT REGARDING RECOGNITION OF SERVICE TO THE COMMUNITY

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**WHEREAS**, the Board of Directors of the El Camino Healthcare District values and wishes to recognize the contribution of individuals who serve the District's community as well as individuals who exemplify the El Camino Healthcare District's mission and values.

**WHEREAS**, the Board wishes to honor and recognize the Chinese Health Initiative for providing diabetes and hypertension prevention outreach, screenings, education, and resources to residents of Los Altos, Los Altos Hills, Mountain View, Sunnyvale, and Cupertino.

The El Camino Healthcare District and Chinese Health Initiative began a partnership in fiscal year 2012 to promote awareness of health disparities and prevention of chronic health conditions that commonly affect the Chinese population.

**WHEREAS**, the Board would like to acknowledge Chinese Health Initiative for its commitment to providing culturally and linguistically competent outreach, screenings, education and resources. Through this grant program, Chinese Health Initiative has served more than 10,500 individuals in the community with more than 19,400 services.

**NOW THEREFORE BE IT RESOLVED** that the Board does formally and unanimously pay tribute to:

### CHINESE HEALTH INITIATIVE

**IN WITNESS THEREOF**, I have here unto set my hand this **28 DAY OF MARCH, 2023**.

**EL CAMINO HEALTHCARE DISTRICT BOARD OF DIRECTORS:**

Peter C. Fung, MD • Julia E. Miller • Carol A. Somersille, MD

George O. Ting, MD • John Zoglin

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**CAROL A. SOMERSILLE, MD**  
**SECRETARY/TREASURER**  
**EL CAMINO HEALTHCARE DISTRICT BOARD OF DIRECTORS**







## EL CAMINO HEALTHCARE DISTRICT BOARD MEETING MEMO

**To:** El Camino Healthcare District Board of Directors  
**From:** Dan Woods, Chief Executive Officer  
Jon Cowan, Senior Director Government Relations and Community Partnerships  
**Date:** March 28, 2023  
**Subject:** El Camino Healthcare District Goals Discussion

### **Purpose:**

To continue a discussion with the board members around their goals for the El Camino Healthcare District (ECHD). To review and receive feedback on the proposed timeline for determining ECHD goals, draft goals, and how the draft goals could inform ECHD initiatives or grants.

### **Summary:**

1. **Situation:** Board members requested and provided initial feedback during a February 8, 2023 discussion around goals for ECHD. Management pledged to bring back a proposed timeline of next steps and draft goals based on the feedback received.
2. **Background:**
  - A planning process for a robust Community Benefit Implementation Strategy Report and Plan (Grants Portfolio) concluded last fiscal year
  - For each health need, goals, initiatives, and anticipated impacts were identified
  - ECHD board members shared feedback and input throughout this process
  - Additional input was received from the board members as to what else they wish to see in further developing goals beyond the current Grants Portfolio
3. **Assessment:**
  - A summary of major items of board feedback from the February 8, 2023 study session informed the draft goals that are attached for review and for any desired refinement
  - The proposed next steps include receiving additional feedback from the board tonight, receiving any input from CBAC on April 18, and bringing the goals back for approval on May 16
  - Tonight's discussion is intended to allow each board member to take turns expressing their viewpoint on the draft goals as well as how the goals could inform ECHD initiatives or grants
4. **Outcomes:**
  - Management and staff will further refine the draft goals after tonight's feedback from the board members

### **List of Attachments:**

1. ECHD Goals Discussion

**Suggested Board Discussion Questions:**

1. What feedback is there on the proposed timeline for determining ECHD goals?
2. How should the draft goals be further refined?
3. What initiatives or grants which could arise from one or more of the draft goals are compelling to the board members?



*Dedicated to improving the health and well-being of the people in our community.*

## **ECHD Goals Discussion**

March 28, 2023

Dan Woods, Chief Executive Officer

Jon Cowan, Senior Director, Government Relations & Community

# Agenda

1. Objectives
2. Proposed Timeline for Establishing ECHD Goals
3. Draft Multiyear Goals for Feedback, Input, and Refinement
  - a. Summary of major items of Board feedback from February 8, 2023
  - b. Draft ECHD Multiyear Goals
4. Examples of How Draft Multiyear Goals Could Lead to ECHD Initiatives or Grants



# Objectives

1. Review and receive feedback on proposed timeline for determining ECHD Goals
2. Discuss and review draft ECHD goals for feedback, input, and refinement
3. Receive Board input on how draft ECHD goals could inform ECHD initiatives or grants



# Proposed Timeline for Determining ECHD Goals

February 2023

April 2023

June 2023

Deliverable

**Board  
(Approve)**

• ECHD Goals

Feb. 8  
(Discussion)

Mar. 28  
(Update)

May 16  
(Approve)

**CBAC  
(Review)**

• ECHD Goals

Apr. 18  
(Input)

**Management  
& Staff  
(Execute)**

• ECHD Goals



# Summary of major items of Board feedback from February 8, 2023 study session

1. A desire for a comprehensive, force multiplier, innovative, collaborative, impactful, and convener role in improving the health & wellness of those in the healthcare district
2. A desire for the healthcare district to provide expertise, leadership, and resources to help vulnerable individuals in the healthcare district
3. An interest in supporting staff (nurses/physicians) in some way
4. An interest in raising awareness of the District, its achievements, its impact, and its good work
5. Support for transparency and integrity



# ECHD Multiyear Goals (Discussion Draft)

	Multiyear Goal
#1	Through a comprehensive approach, stimulate innovation, collaboration, impact, and connections in order to improve the health & wellness of those in the healthcare district (health promotion, disease prevention, healthy lifestyle)
#2	Provide expertise, leadership, and resources to help improve the health of vulnerable individuals in the healthcare district
#3	Support clinicians who are delivering healthcare services, including opportunities to have the workforce reflect the community that it serves
#4	Increase brand awareness of the healthcare district, its achievements, and its impact
#5	Support transparency and integrity through the healthcare district's work





# Illustration of How Draft Goals Could Impact ECHD Initiatives/Grants

Multiyear Goal	Potential ECHD Initiatives/Grants
<p>Through a comprehensive approach, serve as a force multiplier to stimulate innovation, collaboration, impact, and connections in order to improve the health &amp; wellness of those in the healthcare district (health promotion, disease prevention, healthy lifestyle)</p>	<ul style="list-style-type: none"> <li>• Continue comprehensive and force multiplier approach to grant funding which leads to innovation and impact</li> <li>• Alternate collaborative convenings to foster discussion and sharing of good practices (Alternate 1 year of joint site visit of related grantees, 1 year of collaborative discussion focused on exchange of effective practices with related grantees)</li> <li>• Potential joint funding opportunities with other funders to address a large scale community health issue over multiple years</li> </ul>
<p>Provide expertise, leadership, and resources to help improve the health of vulnerable individuals in the healthcare district</p>	<ul style="list-style-type: none"> <li>• Accomplish through execution of the Community Benefit grants program</li> </ul>
<p>Support clinicians who are delivering healthcare services, including opportunities to have the workforce reflect the community that it serves</p>	<ul style="list-style-type: none"> <li>• TBD, additional due diligence will be required in FY2024 to assess potential initiatives/grants</li> </ul>



# Illustration of How Draft Goals Could Impact ECHD Initiatives/Grants

<b>Multiyear Goal</b>	<b>Potential ECHD Initiatives/Grants</b>
Increase awareness of the healthcare district, its achievements, and its impact	<ul style="list-style-type: none"><li>• Comprehensive approach to acknowledgment of funds recognition</li><li>• Retention of PR/Communications firm to identify additional opportunities to raise visibility of the healthcare district's work</li><li>• Identify opportunities to utilize collective impact metrics to tell the story of the district's impact</li></ul>
Support transparency and integrity through the healthcare district's work	<ul style="list-style-type: none"><li>• Continued Special District Leadership Foundation recognition and certification for District Transparency Certificate of Excellence (every three years)</li></ul>





*Dedicated to improving the health and well being of the people in our community.*

## **Board Finance Presentation**

**Fiscal Year 2023**

**7/1/2022-2/28/2023**

Carlos Bohorquez, Chief Financial Officer

El Camino Healthcare District Board of Directors Meeting

March 28, 2023

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## **ECHD Stand-Alone Financial Statements**

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NOTE: Accounting standards require that audited financial statements for El Camino Healthcare District be presented in consolidated format, including El Camino Hospital and its controlled affiliates. In an effort to help ensure public accountability and further ensure the transparency of the District’s operations, the District also prepares internal, “Stand-Alone” financial statements which present information for the District by itself.



# El Camino Healthcare District

## Consolidated Comparative Balance Sheet (\$ Millions)

(Includes El Camino Hospital)

		June 30, 2022		June 30, 2022	
	Feb 28, 2023	Audited w/o Eliminations		Feb 28, 2023	Audited w/o Eliminations
<b>ASSETS</b>					
<b>Current Assets</b>					
Cash & Investments	\$360	\$343			
Patient Accounts Receivable, net	210	210			
Other Accounts and Notes Receivable	33	37			
Inventories and Prepays	39	36			
<b>Total Current Assets</b>	<b>642</b>	<b>626</b>			
<b>Board Designated Assets</b>					
Foundation Reserves	23	19			
Community Benefit Fund	24	23			
Operational Reserve Fund <sup>(1)</sup>	209	184			
Workers Comp, Health & PTO Reserves	79	78			
Facilities Replacement Fund <sup>(2)</sup>	429	356			
Catastrophic & Malpractice Reserve <sup>(3)</sup>	29	27			
<b>Total Board Designated Assets</b>	<b>794</b>	<b>686</b>			
<b>Non-Designated Assets</b>					
Funds Held By Trustee <sup>(4)</sup>	35	35			
Long Term Investments	448	496			
Other Investments	33	31			
Net Property Plant & Equipment	1,237	1,201			
Deferred Outflows of Resources	15	15			
Other Assets	250	253			
<b>Total Non-Designated Assets</b>	<b>2,017</b>	<b>2,031</b>			
<b>TOTAL ASSETS</b>	<b>\$3,454</b>	<b>\$3,343</b>			
<b>LIABILITIES &amp; FUND BALANCE</b>					
<b>Current Liabilities</b>					
Accounts Payable & Accrued Exp <sup>(5)</sup>	\$138	\$163			
Bonds Payable - Current	14	16			
Bond Interest Payable	4	9			
Other Liabilities	14	23			
<b>Total Current Liabilities</b>	<b>170</b>	<b>212</b>			
<b>Deferred Revenue</b>	<b>13</b>	<b>12</b>			
<b>Deferred Revenue Inflow of Resources</b>	<b>104</b>	<b>104</b>			
<b>Long Term Liabilities</b>					
Bond Payable	557	572			
Benefit Obligations	45	44			
Other Long-term Obligations	38	38			
<b>Total Long Term Liabilities</b>	<b>639</b>	<b>654</b>			
<b>Fund Balance</b>					
Unrestricted	2,327	2,180			
Board Designated & Restricted	201	181			
Capital & Retained Earnings	0	0			
<b>Total Fund Balance</b>	<b>2,528</b>	<b>2,361</b>			
<b>TOTAL LIAB. &amp; FUND BAL.</b>	<b>\$3,454</b>	<b>\$3,343</b>			



*Note: Totals may not agree due to rounding. See page 5 for footnotes.*

# El Camino Healthcare District

## Consolidated Comparative Statement of Revenues & Expenses (\$ Millions)

Year-to-Date through February 28, 2023

(Includes El Camino Hospital)

	<u>Actual</u>	<u>Budget</u>	<u>Fav (Unfav) Variance</u>	<u>Prior YTD FY Actual</u>	
Net Patient Revenue <sup>(6)</sup>	907	893	16	853	
Other Operating Revenues	32	34	(2)	29	
<b>Total Operating Revenues</b>	<b>940</b>	<b>926</b>	<b>14</b>	<b>882</b>	YOY ↑ 6.6%
Wages and Benefits	500	471	(29)	441	YOY ↑ 13.4%
Supplies	126	133	7	121	
Purchased Services	127	133	6	119	
Other	35	38	3	31	
Depreciation	51	49	(2)	49	
Interest	12	11	(1)	11	
<b>Total Operating Expense <sup>(7)</sup></b>	<b>852</b>	<b>835</b>	<b>(17)</b>	<b>772</b>	
<b>Operating Income</b>	<b>88</b>	<b>92</b>	<b>(3)</b>	<b>110</b>	YOY ↓ 20.0%
Non-Operating Income <sup>(8)</sup>	73	36	37	(41)	
<b>Net Income</b>	<b>161</b>	<b>127</b>	<b>34</b>	<b>69</b>	



Note: Totals or variances may not agree due to rounding. See page 5 for footnotes.

# El Camino Healthcare District

## Notes to **Consolidated** Financial Statements

### Current FY2023 Actual to Budget (Includes El Camino Hospital)

- 1) A 60 day reserve of expenses based on this fiscal year's Hospital budget.
- 2) The current period Facilities Replacement Fund is comprised of (\$ Millions):

ECH Capital Replacement Fund (i.e. Funded Depr.)	\$375
ECHD Appropriation Fund (fka: Capital Outlay)	23
ECH Women's Hospital Expansion	<u>31</u>
	<u>\$429</u>

- 3) The current period Catastrophic & Malpractice Fund is comprised of (\$ Millions):

ECH Catastrophic Fund (aka: Earthquake Fund)	\$27
ECH Malpractice Reserve	<u>2</u>
	<u>\$29</u>

- 4) Funds Held by Trustee now only reflect the GO funds of the District.
- 5) The decrease is primarily due to construction retentions accrued at fiscal year end for Women's Hospital Renovation and the MV Campus Completion projects.
- 6) Strong volumes in both I/P and O/P services continue to be the primary driver to such a favorable performance to budget.
- 7) Higher operating expenses are due to the increased volumes and associated expenses.
- 8) The variance is due to increased investment returns.



# El Camino Healthcare District

## Stand-Alone Comparative Balance Sheet (\$ Thousands)

*These financial statements exclude the District's El Camino Hospital Corporation and its controlled affiliates*

	Audited			Audited	
	Feb 28, 2023	June 30, 2022		Feb 28, 2023	June 30, 2022
<b>ASSETS</b>			<b>LIABILITIES &amp; FUND BALANCE</b>		
Cash & cash equiv <sup>(1)</sup>	\$7,290	\$11,955	Accounts payable	\$0	\$77
Short term investments <sup>(1)</sup>	8,345	8,905	Current portion of bonds	3,293	5,760
Due fm Retiree Health Plan <sup>(2)</sup>	66	36	Bond interest payable <sup>(10)</sup>	2,557	1,314
S.C. M&O Taxes Receivable <sup>(3)</sup>	2,305	0	Other Liabilities	262	349
Other current assets <sup>(3a)</sup>	55	2,258			
<b>Total current assets</b>	<b>\$18,061</b>	<b>\$23,154</b>	<b>Total current liabilities</b>	<b>\$6,112</b>	<b>\$7,500</b>
Operational Reserve Fund <sup>(4)</sup>	1,500	1,500			
Capital Appropriation Fund <sup>(5)</sup>	22,657	11,129			
Capital Replacement Fund <sup>(6)</sup>	5,607	4,864	Deferred income	92	52
Community Partnership Fund <sup>(7)</sup>	2,755	4,259	Bonds payable - long term	102,354	105,647
<b>Total Board designated funds</b>	<b>\$32,519</b>	<b>\$21,752</b>	<b>Total liabilities</b>	<b>\$108,559</b>	<b>\$113,199</b>
Funds held by trustee <sup>(8)</sup>	<b>\$35,092</b>	<b>\$35,272</b>	<b>Fund balance</b>		
Capital assets, net <sup>(9)</sup>	<b>\$10,651</b>	<b>\$10,654</b>	Unrestricted fund balance	\$60,797	\$55,013
			Restricted fund balance <sup>(11)</sup>	(73,032)	(77,380)
			<b>Total fund balance</b>	<b>(\$12,235)</b>	<b>(\$22,367)</b>
<b>TOTAL ASSETS</b>	<b>\$96,323</b>	<b>\$90,832</b>	<b>TOTAL LIAB &amp; FUND BALANCE</b>	<b>\$96,323</b>	<b>\$90,832</b>

*Note: Totals may not agree due to rounding. See page 9 for footnotes.*





# El Camino Healthcare District

## YTD **Stand-Alone** Stmt of Revenue and Expenses (\$ Thousands)

### Comparative Year-to-Date February 28, 2023

*These financial statements exclude the District's El Camino Hospital Corporation and its controlled affiliates*

	Actual	Current Year Budget	Variance	Prior Full Year Actual
<b>REVENUES</b>				
(A) Ground Lease Revenue <sup>(12)</sup>	\$ 71	71	\$ -	\$ 104
(B) Redevelopment Taxes <sup>(13)</sup>	216	150	66	417
(B) Unrestricted M&O Property Taxes <sup>(13)</sup>	9,423	9,423	-	9,804
(B) Restricted M&O Property Taxes <sup>(13)</sup>	6,555	6,555	-	11,528
(B) G.O. Taxes Levied for Debt Service <sup>(13)</sup>	7,960	7,467	493	12,304
(B) IGT/PRIME Medi-Cal Program <sup>(14)</sup>	(1,943)	(2,000)	57	(2,613)
(B) Investment Income (net)	(709)	582	(1,291)	(1,316)
(B) Other income	-	-	-	-
<b>TOTAL NET REVENUE</b>	<b>21,573</b>	<b>22,248</b>	<b>(674)</b>	<b>30,228</b>
<b>EXPENSES</b>				
(A) Wages & Benefits <sup>(15)</sup>	3	-	-	2
(A) Professional Fees & Purchased Svcs <sup>(16)</sup>	264	540	276	472
(A) Supplies & Other Expenses <sup>(17)</sup>	490	21	(469)	339
(B) G.O. Bond Interest Expense (net) <sup>(18)</sup>	3,632	4,285	653	2,943
(B) Community Partnership Expenditures <sup>(19)</sup>	7,049	5,110	(1,939)	7,472
(A) Depreciation / Amortization	4	3	(1)	9
<b>TOTAL EXPENSES</b>	<b>11,442</b>	<b>9,959</b>	<b>(1,480)</b>	<b>11,237</b>
<b>NET INCOME</b>	<b>\$ 10,132</b>	<b>\$ 12,289</b>	<b>\$ (2,154)</b>	<b>\$ 18,992</b>

(A) Operating Revenues & Expenses

(B) Non-operating Revenues & Expenses

#### **RECAP STATEMENT OF REVENUES & EXPENSE**

(A) Net Operating Revenues & Expenses	\$ (690)
(B) Net Non-Operating Revenues & Expenses	10,821
<b>NET INCOME</b>	<b>\$ 10,132</b>

*Note: Totals may not agree due to rounding. See page 10 for footnotes.*



# El Camino Healthcare District

## Comparative YTD **Stand-Alone** Stmt of Fund Balance Activity (\$ Thousands)

*These financial statements exclude the District's El Camino Hospital Corporation and its controlled affiliates*

	<u>February 28, 2023</u>	<u>June 30, 2022</u>
<b>Fiscal year beginning balance</b>	\$ (22,367)	\$ (25,293)
Net income year-to-date	\$ 10,132	\$ 18,992
Transfers (to)/from ECH:		
IGT/PRIME Funding <sup>(20)</sup>		\$ 2,613
Capital Appropriation projects <sup>(21)</sup>		(18,679)
<b>Fiscal year ending balance</b>	<u><u>\$ (12,235)</u></u>	<u><u>\$ (22,367)</u></u>



*Note: Totals may not agree due to rounding. See page 10 for footnotes.*

# El Camino Healthcare District

## Notes to **Stand-Alone** Financial Statements

*These financial statements **exclude** the District's El Camino Hospital Corporation and its controlled affiliates*

- (1) **Cash & Short Term Investments** – The decrease is due to transfer to Community Partnership and Capital Appropriation Funds for 2023.
- (2) **Due from Retiree Health Plan** – The monies due from Trustee for District's Retiree Healthcare Plan.
- (3) **S.C. M&O Taxes Receivable** – Increase reflects property tax accruals for FY 2023.
- (3a) **Other Current Assets** – This decrease is due to Healthcare District paying for IGT refund to the State that was to be paid by the Hospital.
- (4) **Operational Reserve Fund** – Starting in FY 2014, the Board established an operational reserve for unanticipated operating expenses of the District.
- (5) **Capital Appropriation Fund** – Commitment to the Women's Hospital renovation and Campus Completion projects.
- (6) **Capital Replacement Fund** – Formerly known as the Plant Facilities Fund (AKA - Funded Depreciation) which reserves monies for the major renovation or replacement of the portion of the YMCA (Park Pavilion) owned by the District.
- (7) **Community Partnership Fund** – This fund retains unrestricted (Gann Limit) funds to support the District's operations and primarily to support its Community Partnership Programs.
- (8) **Funds Held by Trustee** – Funds from General Obligation tax monies, being held to make the debt payments when due. The 8/1/22 payment was paid.
- (9) **Capital Net Assets** - The land on which the Mountain View Hospital resides, a portion of the YMCA building, property at the end of South Drive (currently for the Road Runners operations), and a vacant lot located at El Camino Real and Phyllis.
- (10) **Bond Interest Payable** – The increase is due to the accruals for the upcoming 2/1/23 payment.
- (11) **Fund Balance** – The negative fund balance is a result of the General Obligation bonds which assisted in funding the replacement hospital facility in Mountain View. Accounting rules required the District to recognize the obligation in full at the time the bonds were issued ; receipts from taxpayers will be recognized in the year they are levied, slowly reducing the negative fund balance over the next 14 years.



# El Camino Healthcare District

## Notes to Stand-Alone Financial Statements (\$ Thousands)

*These financial statements exclude the District's El Camino Hospital Corporation and its controlled affiliates*

(12) **Other Operating Revenue** – Lease income from El Camino Hospital for its ground lease with the District.

(13) **Taxes: Redevelopment, M&O, G.O.** – Tax receipts (either received or to be received) during the period. Note amount for the G.O. Taxed Levied for Debt will come in less than prior year mostly due to the March 2017 G.O. Refunding that the District did that reduced the previously \$12.90 of assessed property valuation per \$100,000 to a current \$10.00 per \$100,000.

(14) **IGT/PRIME Expense** – Payments in support of the PRIME or IGT programs.

(15) **Wages & Benefits** – Due to a new IRS reg that board stipends previously paid as reportable 1099 transactions are now considered to be W-2 reportable transactions, and reported in this section, where previously reported in the “Supplies & Other Expenses.” There will continue to be no other “employees” of the District.

(16) **Professional Fees & Services** – Actual detailed below:

• Community Partnership Support from ECH (54% of SW&B)	\$ 238
• Legal Fees	16
• Other	<u>10</u>
	<u>\$ 264</u>

(17) **Supplies & Other Expenses** – Actual detailed below:

• Marketing / Advertising (via television)	\$ 474
• Dues & Subscriptions	<u>16</u>
	<u>\$ 490</u>

Note: Marketing expense should have been charged to a different cost center and will be adjusted in period 9.

(18) **G.O. Bond Interest Expense** – Starting in FY2023 the 2006 Capital Appreciation Bonds begin to be repaid, thus additional interest expense of \$3.4M is now occurring.

(19) **Community Partnership Expenditures** – Starting in FY2014, the District is directly operating its Community Partnership Program at the District level. This represents amounts expended to grantees and sponsorships thus far in this fiscal year. Note the major payments to recipients are made in August & January of the fiscal year.

(20) **IGT/PRIME Funding** – Transfers from ECH for participation in the PRIME or IGT program thus far in FY 2023.

(21) **Capital Appropriation Projects Transfer** – No transfers at this point in time.



# El Camino Healthcare District

## Sources & Uses of Tax Receipts (\$Thousands)

*These financial statements **exclude** the District's El Camino Hospital Corporation and its controlled affiliates*

<u>Sources of District Taxes</u>	<u>02/28/23</u>
(1) Maintenance and Operation and Government Obligation Taxes	\$23,938
(2) Redevelopment Agency Taxes	216
<b>Total District Tax Receipts</b>	<b>\$24,154</b>
 <u>Uses Required Obligations / Operations</u>	
(3) Government Obligation Bond	7,960
<b>Total Cash Available for Operations, CB Programs, &amp; Capital Appropriations</b>	<b>16,194</b>
(4) Capital Appropriation Fund – Excess Gann Initiative Restricted*	6,555
<b>Subtotal</b>	<b>9,639</b>
(5) Operating Expenses (Net)	690
<b>Subtotal</b>	<b>8,949</b>
(6) Capital Replacement Fund (Park Pavilion)	5
<b>Funds Available for Community Partnership Programs</b>	<b>\$8,944</b>

\*Gann Limit Calculation for FY2023 \$10,601

- |                                       |  |
|---------------------------------------|--|
| <b>(1) M&amp;O and G.O. Taxes</b>     | • Cash receipts from the 1% ad valorem property taxes and Measure D taxes  |
| <b>(2) Redevelopment Agency Taxes</b> | • Cash receipts from dissolution of redevelopment agencies   |
| <b>(3) Government Obligation Bond</b> | • Levied for debt service  |
| <b>(4) Capital Appropriation Fund</b> | • Excess amounts over the Gann Limit are restricted for use as capital   |
| <b>(5) Operating Expenses</b>         | • Expenses incurred in carrying out the District's day-to-day activities   |
| <b>(6) Capital Replacement Fund</b>   | • Fund to ensure that the District has adequate resources to fund repair and replacement of its capital assets (Park Pavilion) |



# Q & A





*Dedicated to improving the health and well being of the people in our community.*

## **District Ground Lease Overview**

March 28, 2023

# El Camino Healthcare District Overview of Ground Lease

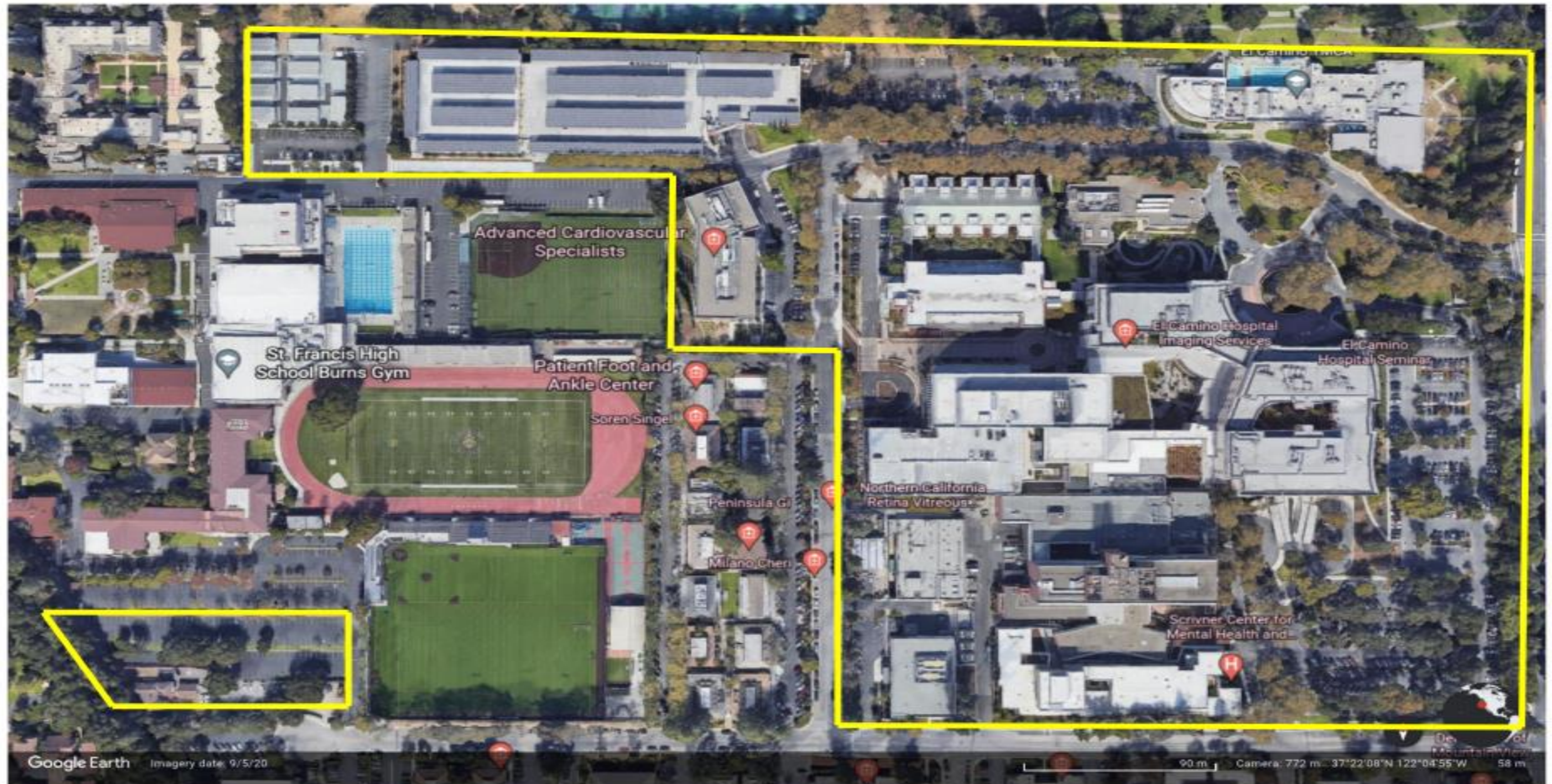
- **Inception Date:** December 17, 1992
- **Initial Lease Term:** 30 years (December 31, 2022)
- **Amended Term:** December 31, 2049
- **Leased Properties:**
  - Mountain View Hospital Campus
  - Higgins Property – 530 South Drive
  - YMCA Site
- **Financial Terms:**
  - Annual lease payment: \$50,000 per year
- **Annual Lease Payment Adjustment:**
  - Annual rent payment shall be determined by increasing or decreasing the previous year’s annual rent payment by an amount that equals the percent change during the previous twelve months in the published Consumer Price Index (“CPI”) for Oakland – San Jose – San Francisco





# El Camino Healthcare District Land – Hospital Campus

## City Streets Excluded





# El Camino Healthcare District Land – Leased Properties City Streets Excluded



# Higgings Property – 530 South Drive

## Current Use

- The Higgin’s Property consists of 1.77 Acres
- Approximately 1 Acre is leased to St. Francis High School for student parking
- The remaining portion of the property has a 3 bedroom home that houses the Road Runner dispatchers.





## EL CAMINO HEALTHCARE DISTRICT BOARD MEETING COVER MEMO

**To:** El Camino Healthcare District Board of Directors  
**From:** Julia Miller, Chair  
**Date:** March 28, 2023  
**Subject:** Compliance with California Health and Safety Code § 32103

### **Purpose:**

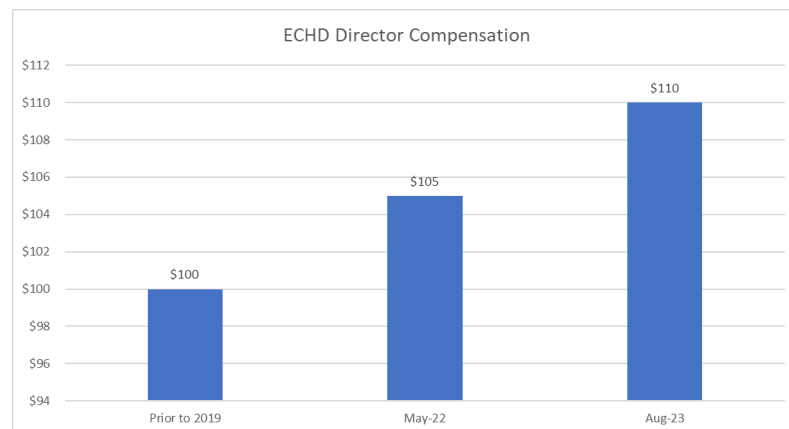
El Camino Healthcare District (“District”) is currently in compliance with the California Health and Safety Code § 32103 by adopting a resolution authorizing board member compensation of \$105 per meeting on March 15, 2022. The purpose today is to propose being in continued compliance with the California Health and Safety Code § 32103 which allows an annual increase in compensation and the number of meetings in a calendar month. This increase would bring board member compensation to \$110 effective August 2023.

### **Possible Motion:**

To direct staff to (1) work with District counsel to draft a resolution, (2) publish a notice of public hearing in a newspaper of general circulation, and (3) set a date for the Board to conduct the public hearing to adopt a resolution in accordance with the procedures for being compliant with California Health and Safety Code § 32103(b).

### **Summary:**

1. **Situation:** Effective January 1, 2019, California Health and Safety Code § 32103 was amended to permit, but not require, healthcare districts to increase the number of meetings in a calendar month to a maximum of six, the amount of compensation received by district board members for attending meetings of the board of directors by no more than five percent (5%) annually. The code continues to permit allowed necessary traveling and incidental expenses incurred in the performance of official business of the district as approved by the board.



2. **Background:** In accordance with the District’s Compensation and Reimbursement Policy, District Board members are currently eligible to receive a stipend in the amount of One Hundred Dollars (\$105) for attendance at District Board and District Board committee meetings for up to five (5) meeting per month. Assembly Bill 2329 (2018) amended California Health and Safety Code § 32103 to allow the Board, by resolution adopted

pursuant to the procedure set forth in the Water Code, to increase the stipend by up to five percent (5%) annually. The Water Code procedures require that the Board authorize staff to circulate notice of a public hearing in a newspaper of general circulation once a week for two successive weeks, with at least five (5) days intervening between publication dates. The resolution can be adopted following the newspaper notices and a public hearing and will become effective sixty (60) days after it passes, assuming that the voters have not petitioned for referendum.

3. Assessment: Below please find a summary of the steps to be completed if the Board votes to increase compensation or meetings in accordance with the California Health and Safety Code § 32103:

- Future Board meeting – The Board reviews a draft resolution and draft notice of public hearing and approves for the notice to be published once a week for two successive weeks in a newspaper of general circulation. If approved, the notice of public hearing is published.
- Future Board meeting – The public meeting takes place and, if approved, the Board passes the resolution. The resolution (and pay increase) becomes effective sixty (60) days thereafter.
- Within that sixty (60) day period, the voters have the right to petition for a referendum of the resolution. If a petition is presented to the Board prior to the sixtieth (60<sup>th</sup>) day, the resolution is suspended and the Board will need reconsider it. The Board can either repeal the resolution or submit the resolution to the voters at a regular or special election. The resolution will pass if it receives a majority vote in favor of it.
- The district currently compensates its members for up to five meetings in a calendar month. Moving forward, the board of directors shall annually adopt a written policy describing, based on a finding supported by substantial evidence, why more than five meetings per month are necessary for the effective operation of the district.

4. Outcomes: If the resolution increasing the meeting stipend is adopted and becomes effective as described above, we will ask staff to bring further revisions to the El Camino Healthcare District Board Director Compensation and Reimbursement Policy to a future meeting.

**List of Attachments:**

- Attachment A – Sample form of Notice of Public Hearing Regarding Board Compensation
- Attachment B - Sample Resolution of the Board of Directors Regarding Increasing Compensation for Members of the Board of Directors

**Suggested Board Discussion Questions:** Should the Board direct staff as described above?



Attachment A

**NOTICE OF PUBLIC HEARING**

**EL CAMINO HEALTHCARE DISTRICT**

**REGARDING BOARD MEMBER COMPENSATION**

Pursuant to California Health and Safety Code Section 32103, the Board of Directors of El Camino Healthcare District will hold a Public Hearing to receive public comment and consider adoption of a resolution increasing Board member compensation from One Hundred Five Dollars (\$105) per day to One Hundred Ten Dollars (\$110) per day for attendance at a meeting of the Board.

The Public Hearing will be held on May 16, 2023 at 5:30 PM PST at El Camino Hospital, Sobrato Boardroom 1, 2500 Grant Road, Mountain View, CA 94040 or by teleconference at +16699009128,,92955087287#.

The public is invited to attend and provide oral and/or written comments. Written comments must be received at or prior to the meeting time and date. A copy of the proposed resolution is available for review in the public bulletin posting area located at El Camino Hospital, 2500 Grant Road, Mountain View, CA 94040 or by accessing the District's website at <https://www.elcaminohealthcaredistrict.org/>.

Published pursuant to California Government Code Section 6066.

Attachment B

**PROPOSED RESOLUTION NO.  
2023-03**

**RESOLUTION OF EL CAMINO HEALTHCARE DISTRICT  
BOARD OF DIRECTORS REGARDING INCREASING  
COMPENSATION FOR MEMBERS OF THE BOARD OF  
DIRECTORS**

**WHEREAS**, Health and Safety Code Section 32103(b) authorizes the Board of Directors of El Camino Healthcare District to increase the amount of compensation received for attending meetings of the Board of Directors by no more than five percent (5%) annually by a resolution adopted pursuant to Chapter 2 (commencing with Section 20200) of Division 10 of the Water Code (Wat. Code, §§ 20200 et seq.); and

**WHEREAS**, Water Code Section 20200 et seq. sets forth the authority and procedure for establishing compensation for the Board of Directors;

**WHEREAS**, Water Code Section 20202 authorizes an increase in the amount of compensation that may be received by Directors by no more than five percent (5%) annually following a public hearing;

**WHEREAS**, Water Code Section 20203 requires that notice of the public hearing be published in a newspaper of general circulation pursuant to Section 6066 of the Government Code;

**WHEREAS**, Government Code Section 6066 requires that notice of the public hearing be published once a week for two (2) successive weeks, with at least five (5) days intervening between publication dates;

**WHEREAS**, pursuant to Water Code Section 20204, a resolution adopted pursuant to Chapter 2 of Division 10 of the Water Code shall become effective sixty (60) days from the date of its final passage;

**WHEREAS**, pursuant to Water Code Section 20204, the voters of El Camino Healthcare District shall have the right, as provided in Chapter 2 of Division 10 of the Water Code, to petition for referendum on any resolution adopted pursuant to such chapter;

**WHEREAS**, pursuant to Water Code Section 20205, if a petition protesting against the adoption of the resolution is presented to the Board of Directors prior to the effective date of the resolution, the resolution shall be suspended and the Board of Directors shall reconsider the resolution;

**WHEREAS**, pursuant to Water Code Section 20206, if the Board of Directors does not repeal the resolution against which a petition is filed, the Board of Directors shall submit the resolution to the voters at a regular election or a special election called for the purpose, and the

resolution shall not become effective unless and until a majority of the votes cast at the election are cast in favor of it;

**WHEREAS**, the compensation for the Board of Directors is currently One Hundred Five Dollars (\$105.00) per day of service for each Director; and

**WHEREAS**, the Board of Directors desires to increase the amount of compensation for Directors by up to five percent (5%) in accordance with the provisions of the Chapter 2 of Division 10 of the Water Code.

**WHEREAS**, in accordance with Section 20203 of the Water Code and Section 32103(b) of the Health and Safety Code, a public hearing was held on May 16, 2023 at 5:30 PM PST at El Camino Hospital, Sobrato Boardroom 1, 2500 Grant Road, Mountain View, CA 94040 or by teleconference at +16699009128,,92955087287#, and a notice of said hearing was duly published in the **[\*\*NEWSPAPER\*\*]**, a newspaper of general circulation, once a week for two weeks as follows: on **[\*\*INSERT DATE\*\*]**, 2023 and **[\*\*INSERT DATE\*\*]**, 2023.

**NOW, THEREFORE, THE BOARD OF DIRECTORS OF EL CAMINO HEALTHCARE DISTRICT DOES HEREBY RESOLVE AS FOLLOWS:**

**Section 1.** The above recitals are true and correct and are hereby incorporated herein by this reference.

**Section 2.** The amount of compensation to be received by Directors for each day's attendance at meetings of the Board of Directors, or for each day's service rendered by a Director by request of the Board of Directors, shall be in the amount of One Hundred and Ten Dollars (\$110) per day for as many days per month as is lawful.

**Section 3.** All resolutions, or administrative actions by the Board of Directors, or parts thereof, that are inconsistent with any provision of this resolution are hereby superseded only to the extent of such inconsistency.

**Section 4.** The Chairperson of the Board of Directors shall sign this resolution and the Secretary of the Board of Directors shall attest thereto, and pursuant to Section 20204 of the Water Code, this resolution shall take effect sixty (60) days from the date of adoption.

**PASSED, APPROVED, AND ADOPTED** this \_\_\_\_\_ day of \_\_\_\_\_, 2023, by the Board of Directors of El Camino Healthcare District.

---

Julia E. Miller  
Chairperson of the Board of Directors of  
El Camino Healthcare District

*[Continued on the following page]*



ATTEST:

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Carol A. Somersille, MD, FACOG  
Secretary/Treasurer of the Board of Directors  
of El Camino Healthcare District

I, Carol A. Somersille, MD, FACOG, Secretary/Treasurer of the Board of Directors of El Camino Healthcare District, DO HEREBY CERTIFY that the foregoing resolution regarding compensation for members of the Board of Directors of El Camino Healthcare District, was adopted at a regular meeting on **[\*\*INSERT DATE\*\*]**, 2022 of said District by the following vote:

AYES:  
NOES:  
ABSTAIN:  
ABSENT:

---

Secretary/Treasurer

(Seal)



**Minutes of the Open Session of the  
El Camino Healthcare District Board of Directors  
Wednesday, February 8, 2023**

Pursuant to Government code section 54953(e)(1), El Camino Health will not be providing a physical location to the public for this meeting. Instead, the public is invited to join the open session meeting via teleconference at:

**Board Members Present**

**Peter C. Fung, MD** Vice-Chair  
**Julia E. Miller**, Chair  
**Carol A. Somersille, MD**  
Secretary/Treasurer  
*(joined at 5:33pm)*  
**George O. Ting, MD**  
**John Zoglin**

**Board Members Absent**

None

**Others Present**

**Dan Woods, CEO**  
**Carlos Bohorquez, CFO**  
**Deanna Dudley, CHRO**  
**Jon Cowan**, Senior Director,  
Government Relations and  
Community Partnerships  
**Deb Muro, CIO\***  
**Mary Rotunno**, General Counsel \*  
**Andreu Reall**, VP of Strategy  
**Shahab Dadjou**, President, El  
Camino Health Medical Network

**Others Present (cont.)**

**Tracy Fowler**, Director,  
Governance Services  
**Stephanie Iljin**, Manager,  
Administration  
**Brian Richards**, Information  
Technology

*\*via teleconference*

<b>Agenda Item</b>	<b>Comments/Discussion</b>	<b>Approvals/ Action</b>
<b>1. CALL TO ORDER/ ROLL CALL</b>	Chair Miller called to order the open session of the Regular Meeting of the El Camino Healthcare District Board of Directors (the "Board") at 5:30 pm and reviewed the logistics for the meeting. A verbal roll call was taken; Director Somersille was absent at the roll call, and a quorum was present pursuant to State of California Executive Orders N-25-20, dated March 12, 2020, and N-29-20, dated March 18, 2020. Director Somersille joined at 5:33 pm.	<b><i>Call to Order at 5:30 pm.</i></b>
<b>2. SALUTE TO THE FLAG</b>	Chair Miller asked Dan Woods, CEO, to lead all present in the Pledge of Allegiance.	
<b>3. POTENTIAL CONFLICT OF INTEREST DISCLOSURES</b>	Chair Miller asked if any Board members may have a conflict of interest with any of the items on the agenda. No conflicts were noted.	
<b>4. PUBLIC COMMUNICATION</b>	John McClure, President of El Camino Hospital nurse's union, Professional Resource for Nurses, joined via Zoom and shared support for Director Kliger before the board discussed the reappointments.	
<b>5. CONSENT CALENDAR</b>	<p>Chair Miller asked if any member of the Board or the public wished to remove an item from the consent calendar. No items were removed.</p> <p><b>Motion:</b> To approve the consent calendar.</p> <p>a. Continuation of Resolution 2021-10; AB361 b. Minutes of the Open Session of the District Board Meeting (12/05/22)</p> <p><b>Movant:</b> Fung <b>Second:</b> Ting <b>Ayes:</b> Fung, Miller, Somersille, Ting, Zoglin <b>Noes:</b> None <b>Abstentions:</b> None</p>	<b><i>The consent calendar was approved.</i></b>

	<p><b>Absent:</b> None <b>Recused:</b> None</p>	
<p><b>6. EL CAMINO HEALTHCARE DISTRICT BOARD MEMBER TRANSITION TO W-2 EMPLOYEES</b></p>	<p>Deanna Dudley, CHRO, presented a summary of healthcare benefits available to ECHD directors which included medical, dental, and vision.</p> <p><b>Motion:</b> To provide healthcare benefits for ECHD board members.</p> <p><b>Movant:</b> Fung <b>Second:</b> Somersille <b>Ayes:</b> Fung, Miller, Somersille, Ting <b>Noes:</b> Zoglin <b>Abstentions:</b> None <b>Absent:</b> None <b>Recused:</b> None</p>	<p><i>The motion to provide healthcare benefits to directors was approved.</i></p>
<p><b>7. REVIEW OF EL CAMINO HEALTHCARE DISTRICT GOALS</b></p>	<p>Jon Cowan facilitated a discussion about goals for the ECHD. Discussion included but was not limited to sharing common themes and strategies from other healthcare districts and the process for generating dialogue to discuss and explore a synthesis of individual priorities. Each Director shared individual thoughts and goals. Two common themes were serving the community and thinking outside the box in regards to meeting needs.</p> <p>Management captured all inputs and agreed to bring back a proposed timeline of next steps and draft goals based on the feedback received</p>	
<p><b>8. ECHD FY23 FINANCIALS</b></p>	<p>Carlos Bohorquez, CFO, presented a summary of FY23 Period 6 Financials to the Board of Directors and asked for approval.</p> <p><b>Motion:</b> To approve the FY23 Period 6 Financials</p> <p><b>Movant:</b> Fung <b>Second:</b> Somersille <b>Ayes:</b> Fung, Miller, Somersille, Ting <b>Noes:</b> Zoglin <b>Abstentions:</b> None <b>Absent:</b> None <b>Recused:</b> None</p>	<p><i>The FY23 Period 6 Financials were approved.</i></p>
<p><b>9. AD HOC COMMITTEE REPORT – FY23 ECHB DIRECTOR REAPPOINTMENT - REBITZER</b></p>	<p>The Ad Hoc Committee shared their recommendation to reappoint Director Rebitzer.</p> <p><b>Motion:</b> To reappoint Director Bob Rebitzer to the El Camino Hospital Board for a 3-year term.</p> <p><b>Movant:</b> Fung <b>Second:</b> Miller <b>Ayes:</b> Fung, Miller, Somersille, Ting, Zoglin <b>Noes:</b> None <b>Abstentions:</b> None <b>Absent:</b> None <b>Recused:</b> None</p>	<p><i>The motion to reappoint Director Bob Rebitzer to the El Camino Hospital Board was approved.</i></p>
<p><b>10. AD HOC COMMITTEE</b></p>	<p>The Ad Hoc Committee shared their recommendation to not reappoint Director Klinger. Director Fung read out the ad hoc</p>	<p><i>The motion to not reappoint</i></p>

<p><b>REPORT - FY23 ECHB DIRECTOR REAPPOINTMENT - KLIGER</b></p>	<p>committee condensed report, questions were asked and answered, and discussion followed.</p> <p><b>Motion:</b> To not reappoint Director Julie Kliger to the El Camino Hospital Board.</p> <p><b>Movant:</b> Fung  <b>Second:</b> Miller  <b>Ayes:</b> Fung, Miller, Somersille,  <b>Noes:</b> Zoglin  <b>Abstentions:</b> Ting  <b>Absent:</b> None  <b>Recused:</b> None</p>	<p><i>Director Julie Kliger to the El Camino Hospital Board was approved.</i></p>
<p><b>11. ADJOURN TO CLOSED TO SESSION</b></p>	<p><b>Motion:</b> To adjourn to closed session at 6:59 pm.</p> <p><b>Movant:</b> Fung  <b>Second:</b> Somersille  <b>Ayes:</b> Fung, Miller, Somersille, Ting, Zoglin  <b>Noes:</b> None  <b>Abstentions:</b> None  <b>Absent:</b> None  <b>Recused:</b> None</p>	<p><i>Adjourned to closed session at 6:59 pm.</i></p>
<p><b>12. AGENDA ITEM 16: RECONVENE TO OPEN SESSION</b></p>	<p>The open session of the El Camino Healthcare District Board of Directors reconvened at 8:16 pm. Agenda items 12-15 were addressed in the closed session.</p> <p>During the closed session, the Board approved the closed session minutes of October 18, 2022, El Camino Healthcare District Board of Directors by all Board Members present. (Directors Fung, Miller, Somersille, Ting, and Zoglin).</p>	<p><i>Open Session reconvened at 8:16 pm.</i></p>
<p><b>13. AGENDA ITEM 17: BOARD COMMENTS</b></p>	<p>The Board of Directors asked Ms. Rotunno, General Counsel, for legal guidance on how to dismiss staff and formally adjourn without staff present. Ms. Rotunno advised Director Somersille, as Board Secretary to capture the motions, votes, and times of adjournment.</p>	
<p><b>14. AGENDA ITEM 14: ADJOURNMENT TO 2<sup>nd</sup> CLOSED SESSION – CONTINUATION OF EXECUTIVE SESSION</b></p>	<p><b>Motion:</b> To adjourn to 2<sup>nd</sup> closed session at 8:17 pm.</p> <p><b>Movant:</b> Somersille  <b>Second:</b> Fung  <b>Ayes:</b> Fung, Miller, Somersille, Ting, Zoglin  <b>Noes:</b> None  <b>Abstentions:</b> None  <b>Absent:</b> None  <b>Recused:</b> None</p>	<p><i>Adjourned to 2<sup>nd</sup> Closed Session at 8:17 pm.</i></p>
<p><b>15. AGENDA ITEM 18: ADJOURNMENT</b></p>	<p><b>Motion:</b> To adjourn at 9:24 pm.</p> <p><b>Movant:</b> Ting  <b>Second:</b> Zoglin  <b>Ayes:</b> Fung, Miller, Somersille, Ting, Zoglin  <b>Noes:</b> None  <b>Abstentions:</b> None  <b>Absent:</b> None  <b>Recused:</b> None</p>	<p><i>Adjourned at 9:24 pm.</i></p>

Attest as to the approval of the foregoing minutes by the Board of Directors of El Camino Healthcare District:

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Carol Somersille, MD  
Secretary/Treasurer, ECHD Board

Prepared by: Stephanie Ijlin, Manager, Administration  
Reviewed by: Tracy Fowler, Director, Governance Services

DRAFT



**Minutes of the Open Session of the  
El Camino Healthcare District Board of Directors  
Wednesday, February 14, 2023**

Pursuant to Government code section 54953(e)(1), El Camino Health will not be providing a physical location to the public for this meeting. Instead, the public is invited to join the open session meeting via teleconference at:

**Board Members Present**

**Peter C. Fung, MD** Vice-Chair  
**Carol A. Somersille, MD**  
Secretary/Treasurer  
(*joined at 11:50am*)  
**George O. Ting, MD**  
**John Zoglin**

**Others Present**

**Dan Woods, CEO**  
(*excused at 11:37am*)  
**David Reis, Arnold Porter\***  
(*left at 12:21pm*)  
**Ruben Duran, BBK Law\***

**Others Present (cont.)**

**Tracy Fowler, Director,**  
Governance Services  
**Stephanie Iljin, Manager,**  
Administration

*\*via teleconference*

**Board Members Absent**

**Julia E. Miller, Chair**

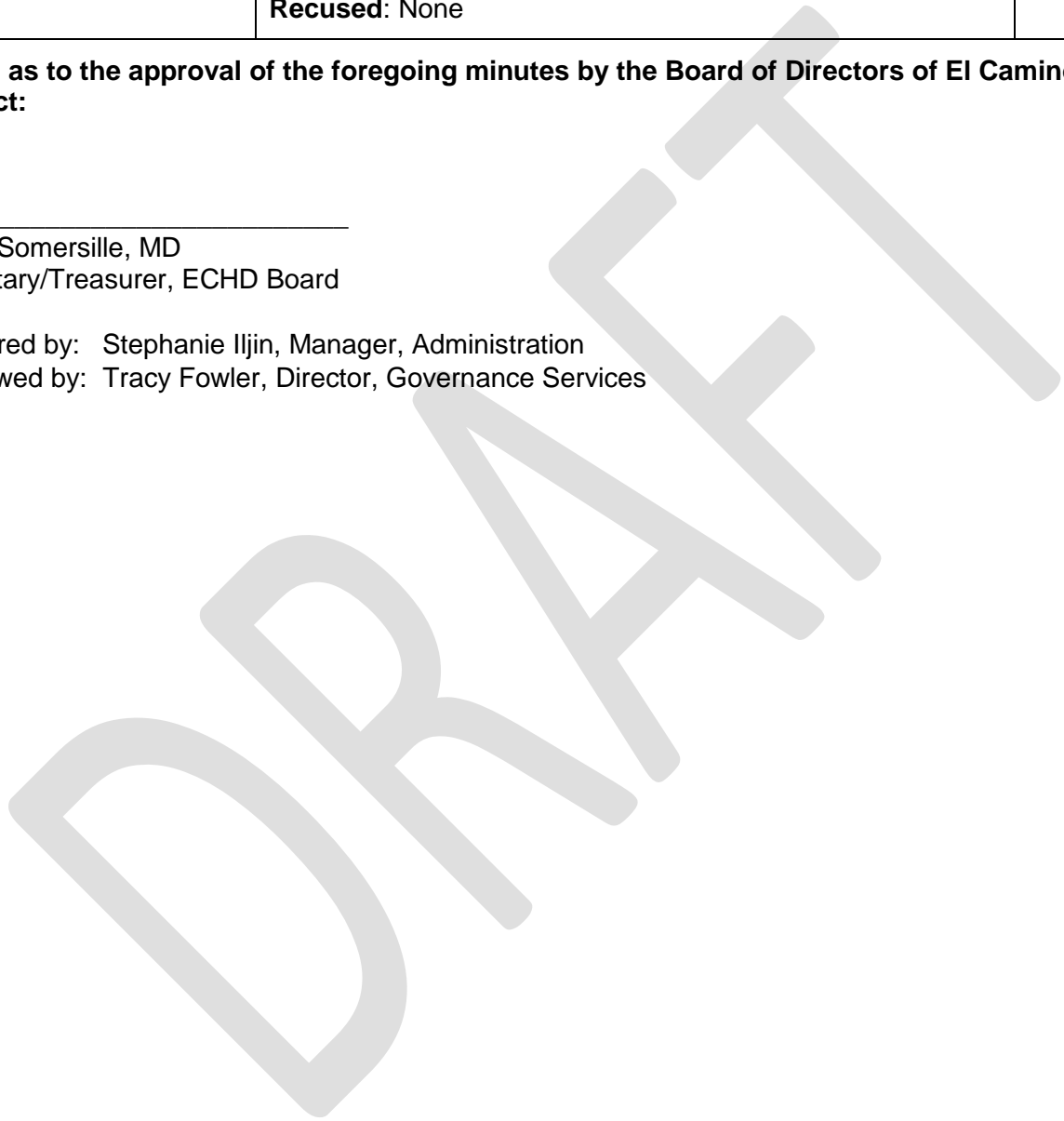
<b>Agenda Item</b>	<b>Comments/Discussion</b>	<b>Approvals/ Action</b>
<b>1. CALL TO ORDER/ ROLL CALL</b>	Vice Chair Fung called to order the open session of the Special Meeting of the El Camino Healthcare District Board of Directors (the "Board") at 11:31 am and reviewed the logistics for the meeting. A verbal roll call was taken; Directors Miller and Somersille were absent at the roll call, and a quorum was present pursuant to State of California Executive Orders N-25-20, dated March 12, 2020, and N-29-20, dated March 18, 2020. Director Somersille joined at 11:50 am.	<b><i>Call to Order at 5:30 pm.</i></b>
<b>2. SALUTE TO THE FLAG</b>	Vice-Chair Fung asked Dan Woods, CEO, to lead all present in the Pledge of Allegiance.	
<b>3. POTENTIAL CONFLICT OF INTEREST DISCLOSURES</b>	Vice Chair Fung asked if any Board members may have a conflict of interest with any of the items on the agenda. No conflicts were noted.	
<b>4. PUBLIC COMMUNICATION</b>	There was no public communication.	
<b>5. ADJOURN TO CLOSED TO SESSION</b>	<b>Motion:</b> To adjourn to closed session at 11:35 am. <b>Movant:</b> Zoglin <b>Second:</b> Ting <b>Ayes:</b> Fung, Ting, Zoglin <b>Noes:</b> None <b>Abstentions:</b> None <b>Absent:</b> Miller, Somersille <b>Recused:</b> None	<b><i>Adjourned to closed session at 11:35 am.</i></b>
<b>6. AGENDA ITEM 9: RECONVENE TO OPEN SESSION</b>	The open session of the El Camino Healthcare District Board of Directors reconvened at 1:25 pm. Agenda items 6 - 8 were addressed in the closed session.  During the closed session, the Board did not have any reportable actions or votes from the conference with legal counsel.	<b><i>Open Session reconvened at 1:25 pm.</i></b>

<b>7. AGENDA ITEM 10: BOARD COMMENTS</b>	There were no further Board comments.	
<b>8. AGENDA ITEM 11: MEETING ADJOURNMENT</b>	<b>Motion:</b> To adjourn at 1:26 pm. <b>Movant:</b> Somersille <b>Second:</b> Zoglin <b>Ayes:</b> Fung, Somersille, Ting, Zoglin <b>Noes:</b> None <b>Abstentions:</b> None <b>Absent:</b> Miller <b>Recused:</b> None	<b>Adjourned at 1:26 pm.</b>

**Attest as to the approval of the foregoing minutes by the Board of Directors of El Camino Healthcare District:**

\_\_\_\_\_  
 Carol Somersille, MD  
 Secretary/Treasurer, ECHD Board

Prepared by: Stephanie Ijlin, Manager, Administration  
 Reviewed by: Tracy Fowler, Director, Governance Services





ID #: 5.00  
Adopted: 01/16/2016  
Last Revised: 01/25/2022  
Last Approved: 01/25/2022  
Next Review: 03/28/2023  
Area: District Board  
Category: Policy

## EL CAMINO HEALTHCARE DISTRICT BOARD MEDIA AND SOCIAL MEDIA GUIDELINES

- I. COVERAGE: All Members of the El Camino Healthcare District Board of Directors
- II. PURPOSE: Effective media relations are important to the El Camino Healthcare District and the community we serve.

III. POLICY STATEMENT: The CEO, or District Board Chair in the CEO's absence, shall serve as the official ECHD spokespersons. The CEO or designee will convey the official ECHD position on all issues regarding District activities and ECHD Board actions. Depending on the specific circumstances, the CEO may designate El Camino Hospital's Vice President of Marketing and Communications, Public Relations, or Director of Government and Community Relations to serve as the District spokesperson on ~~a~~particular issues as specifically directed. If the El Camino Hospital Board of Directors votes in conflict with the El Camino Healthcare District, in that instance, the District Board Chair shall act as spokesperson for the District.

Violation of this policy may increase legal risks for the Board and individual Board Members. Any breach of this policy will be subject to review by the Board, which may result in disciplinary action or other consequences as deemed appropriate.

### III-IV. PROCEDURE:

A. ECHD Board Members should ~~refer~~direct all media inquiries regarding District activities and ECHD Board actions to the CEO's office. The CEO will inform the ECHD Board Chair of any media inquiries related to the District. Board members may provide individual opinions to media inquiries as elected officials, provided that they ensure their opinions are not representative of the ECHD Board or the District, do not harm the District's reputation, and comply with ECHD Standards of Conduct.~~ECHD Board members may respond to media inquiries for an individual opinion as an elected official, ensuring their opinion is not representative of the ECHD Board or the District.~~

Additionally, Board Members should use social media responsibly and in a manner that does not reflect negatively on the District or the Board. Personal social media accounts should not be used to discuss District activities or ECHD Board actions, and Board Members should avoid engaging in online debates or discussions related to District matters. Board Members are encouraged to refer any social media inquiries to the CEO's office for an official response.



A.B. Distribution of information to the media regarding the El Camino Healthcare District or about Board Member activities shall be approved by the CEO/District Board Chair, or designee, in conjunction with the Board Chair. Distribution of information should align with these criteria:

1. Be related to efforts or recognition that occur on behalf of El Camino Healthcare District.
2. Involve efforts or recognition related to the healthcare industry.
3. Be in compliance with California Fair Political Practices Commission regulations.
4. Be distributed in the manner ~~Marketing & Communications~~ Public Relations or Government Relations recommends as being most effective.



## EL CAMINO HEALTHCARE DISTRICT PACING PLAN / MASTER CALENDAR

AGENDA ITEM	Q1			Q2			Q3			Q4		
	JUL	AUG	SEP	10/18	NOV	12/13	JAN	2/8	3/28	APR	5/16	6/20
<b>STANDARD</b>												
Public Communication				✓				✓	✓		✓	✓
Spotlight Recognition				✓					✓		✓	
<b>FINANCE<sup>4</sup></b>												
Financials				✓				✓	✓			✓
Budget											✓	✓
Tax Appropriation												✓
<b>COMPLIANCE</b>												
Financial Audit – Consolidated ECH District Financials				✓								
Approve Hospital Audit				✓								
<b>COMMUNITY BENEFIT</b>												
CB Year-End Report				✓								
CBAC Policy – Annual Approval				✓								
CB Plan Study Session											✓	
CB Mid-Year Metrics											✓	
Approval of CB Plan												✓
<b>GOVERNANCE</b>												
Election of ECHD Officers												✓
Appointment of El Camino Hospital Board Member Election Ad Hoc Committee & Advisors				✓								
El Camino Hospital Board Member Election Ad Hoc Committee Update								✓	✓			
Possible Election of El Camino Hospital Board Member									✓			
Review Process for Board Officer Election											✓	
Appointment of Liaison to the Community Benefit Advisory Council												✓
Approval of Pacing Plan & Meeting Dates												✓
Acceptance of Election Results						✓						
Administration of Oath						✓						
<b>EXECUTIVE PERFORMANCE</b>												
CEO Performance Review				✓								