

**Jefferson County Public Hospital District No.2
Board of Commissioners
Special Session Minutes
March 8, 2016
Jefferson Healthcare Olympic Conf Room**

Call to Order

The meeting was called to order at 10:05 am by Chief Governing Officer Buhler. Present were Commissioners Buhler, De Leo, Dressler, Kolff and Ready. Also present were Bertha Cooper, facilitator, and Suzy White, Administrative Assistant. Mike Glenn was present from 10:30-12:30. The meeting was officially audio recorded by Jefferson Healthcare.

Commissioner Buhler announced the purpose of this special meeting is to revise Jefferson Healthcare Governance policies and Bylaws.

Commissioners agreed for today's meeting to use first names and to approve items by consensus.

Ms. Cooper reviewed the agenda for today's meeting.

Bylaws

Commissioner Dressler presented the revisions to the Board Bylaws prepared by Commissioners Dressler and De Leo. Minor revisions were suggested that will be incorporated into the new Board Book.

Strategic Plan

Commissioner Kolff distributed an example of a one page strategic plan. Commissioner Kolff provided an overview of the JHC Vision, Mission, Goals, and Strategic Planning Process and Strategic plan documents prepared by Commissioners Kolff and Ready. Commissioners along with Mike Glenn discussed the proposed strategic planning process and the Board's vision, mission and goals. Commissioners Kolff and Buhler will develop a second draft to incorporate today's discussion.

At 12:04 pm Commissioner Buhler announced a 30 minute recess. At 12:41 pm Commissioner Buhler reconvened the meeting.

Staff Interaction

Commissioners discussed the board role of reactive and proactive staff interaction and establishing a process to be better informed.

At 2:17 pm Commissioner Buhler announced a 15 minute recess. At 2:32 pm Commissioner Buhler reconvened the meeting.

Governance Process

Commissioner Buhler presented the revisions to the Governance Process 4.0-4.8 from the old policy manual. Commissioner Buhler will make the revisions suggested at today's meeting.

Commissioner De Leo will review the revised bylaws and revised governance process and eliminate the duplications to begin organizing the board book.

Administrative Committees

Commissioners discussed participation on administrative committees. Commissioner Ready will prepare an outline to develop a collaborative process for the Board's role in administrative committees.

Adjourn:

Commissioner Dressler made a motion to conclude meeting. Commissioner Ready seconded the motion.

Action: Motion passed unanimously.

Meeting concluded at 4:02 pm.

Approved by the Commission:

President of Commission: Jill Buhler _____

Secretary of Commission: Marie Dressler _____