



**GOVERNANCE COMMITTEE MEETING
WEDNESDAY, February 13, 2013**

Central Administration Offices Located at Highland Hospital
1411 East 31st Street Oakland, CA 94602
Barbara L. McElroy, Clerk of the Board
(510) 437-8468

LOCATION:

Open Session: E3-19

COMMITTEE MEMBERS

Valerie D. Lewis, Esq., *Chair*
Ronald D. Nelson
J. Bennett Tate

AGENDA

TAB #1 CLOSED SESSION – None.

OPEN SESSION – 8:30 AM

ROLL CALL

TAB #2 ACTION: Approval of Minutes
8:30 – 8:35 am

Approval of the Minutes of the January 9, 2013 Governance Committee Meeting.

Recommendation: Motion to approve.

TAB #3 UPDATE / DISCUSSION: Trustee Appointments / Re-appointments
8:35 – 8:50 am
Valerie D. Lewis, Esq., Chair

A. **UPDATE:** Re-appointment of Trustees Valerie D. Lewis, Esq. and Kirk E. Miller to the Alameda County Board of Supervisors. Terms expired December 19, 2012.

B. **DISCUSSION:** Open Trustee Appointments

TAB #4 ACTION: Form 700 – Statement of Economic Interests

8:50 – 9:15 am

Douglas B. Habig, General Counsel

- A. **ACTION:** **Form 700** – Policy update – requirements for filing Board of Trustees and Staff.

Recommendation: Motion to approve.

TAB #5 UPDATE: Community Advisory Council

9:15 – 9:30 am

*Patricia Barrera, J.D.,
Director of Legislative Affairs & Community Advocacy*

TAB #6 ACTION / UPDATE: Bylaws Amendments & Policy and Procedures Status

9:30 – 9:50 am

- A. **ACTION:** **Resolution 2013-001** - Recommending changes to the membership language of the Quality Professional Services Committee section of the Bylaws.

Barry Zorthian, MD, Chair, Quality Professional Services Committee

- B. **UPDATE:** Reconciliation process with the Board of Supervisors to address Bylaw amendments.

Douglas B. Habig, General Counsel

- C. **ACTION:** Policy and Procedures revisions

Douglas B. Habig, General Counsel

Recommendation: Motion to approve.

TAB #7 UPDATE: Board Self Assessment / Board Member Assessment

9:50 – 10:05 am

Valerie D. Lewis, Esq., Chair

- A. **Board Self Assessment – The Governance Institute**

- B. **Board Member Peer Assessment – Roger Witalis**

TAB #8 DISCUSSION: April Board Retreat
10:05 – 10:20 am

A. Agenda Development

Valerie D. Lewis, Esq., Chair

B. Board Education – Bi-annual Ethics Training (AB 1234)

Douglas B. Habig, General Counsel

**TAB #9 INFORMATION: Annual Governance Committee Work Plan
& Issue Tracking**

10:20 – 10:30 am

Valerie D. Lewis, Esq., Chair

Douglas B. Habig, General Counsel

A. 2013 Governance Committee Work Plan

B. Issue Tracking

TAB #10 REPORT: Legal Counsel's Report on Action Taken in Closed Session

10:30 am

Douglas B. Habig, General Counsel

Public Comments

Board of Trustees Remarks

ADJOURNMENT

Our Mission

Caring, Healing, Teaching, Serving All

Strategic Vision

To become a world-class patient and family centered system of care that promotes wellness, eliminates disparities and optimizes the health of our diverse communities.

Meeting Procedures

The Board of Trustees is the Policy Body of the Alameda County Medical Center. The Board has several standing Committees where ordinances and resolutions are the subject of hearings at which members of the public are urged to testify. Board procedures do not permit: 1) persons in the audience at a Committee meeting to vocally express support or opposition to statements by Board Members or by other persons testifying; 2) ringing and use of cell phones, pagers, and similar sound-producing electronic devices; 3) signs to be brought into the meeting or displayed in the room; 4) standing in the meeting room. Citizens are encouraged to testify at Committee meetings and to write letters to the Clerk of the Board or to its members, 1411 East 31st Street Oakland, CA 94602.

Disability Access

The Meeting Rooms are wheelchair accessible. Assistive listening devices are available upon request at the Clerk of the Board's Office. To request sign language interpreters, readers, large print agendas or other accommodations, please contact the Clerk of the Board. Requests made at least 48 hours in advance of the meeting will help to ensure availability. The nearest accessible BART station is Lake Merritt. Accessible AC Transit Bus Route 62 stops at the entrance to Highland Hospital. Route 11 stops one block away, on 14th Avenue at East 31st Street. For schedule updates, call AC Transit at (510) 817-1717; BART at (510) 465-2278. There is accessible parking in the main patient parking lot enter on East 31st Street.

In order to accommodate persons with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to perfumes and various other chemical-based scented products. Please help us to accommodate these individuals.

The APMC Board of Trustees is committed to protecting the private health information (PHI) of our patients. We ask that speakers refrain from disclosing or discussing the PHI of others. Please also know that, should you decide to disclose your PHI, the Trustees will still likely refer your matter, to the extent it involves PHI, to the executive staff for a confidential review of the facts and for confidential handling. If you would like more information regarding the confidentiality of PHI as it relates to the Health Insurance Privacy and Accountability Act, please refer to 45CFR Section 164.101, et.seq.