

**BAY AREA HOSPITAL DISTRICT BOARD  
WORK SESSION MINUTES**

**August 9, 2023**

*Bay Area Hospital Spruce Fir Conference Room @ 11:30 to 12:30 pm*

**CALL TO ORDER**

Mr. Troy Cribbins, Board Chairperson, called the Bay Area Hospital (BAH) District Board Work Session to order at 12:34 pm.

**BOARD ATTENDANCE**

Chairperson Troy Cribbins; Dr. Tom McAndrew; Donna Rabin, MD; Carma Erickson-Hurt; Barb Taylor; Patrice Parrott

**ABSENT**

**STAFF ATTENDANCE**

Brian Moore, CEO; Kim Winker, Marketing & Communities Director; Denise Bowers, EA

**LEGAL COUNSEL**

Megan Kronsteiner, Esq. was not present.

**PUBLIC ATTENDANCE**

None

**Board Committee Assignments**

After a review of the current rosters of the committees of the board and the needed positions to be filled, Chairperson Cribbins made the following announcements and delegations of role assignments for the next two year period as follows:

**Quality Committee:** Ms. Lynn Menashian has stepped down as the Quality Committee Chairperson effective September/October 2023 and will remain a member of the Quality Committee. Carma Erickson-Hurt was appointed as Chair of the Quality Committee; Patrice Parrott is appointed as second board member; Mr. Moore will contact Douglas Jones to confirm his desire to join this committee as a community member.

**Finance Committee:** Remove Troy Cribbins; Dr. Tom McAndrew is appointed as second board member; Barb Taylor remains as Chair of the Finance Committee; Patrice Parrott will be the reserve alternate.

**BAH Foundation Discussion**

There was discussion regarding the foundation's current inactive status; whether or not there is bandwidth to pursue converting it into it's own 501C3. Mr. Moore reported that there is an open Foundation project in the Bay Area Cancer Center – Housing and next month he, Patrick Varga and Barb Bauder (former Chief Marketing Officer at BAH) will do a walkthrough to review the project scope. The board would like to see the former Foundation officers thanked for their past participation in running the Foundation Committee and invite them to participate in a new 501C3 with a focus on fundraising rather than grant giving, as was historically the Foundation's focus.

The board expressed a desire for efforts to revamp the Foundation Board hold until after it has been converted to a non-profit and a grant writer and director have been hired. It was recommended that management contact Elise Hamner of SWOCC, who is an expert in legacy giving, to assist in researching fundraising.

### **Digital Media Discussion**

Mr. Moore asked Ms. Kim Winker, Marketing & Communities Director, to update the board on work being done in BAH digital media. Ms. Winker presented a Power Point, which was discussed, with questions asked and answered. This resulted in the board requesting that management purchase a subscription to the Adams Library, which is a peer-reviewed, online resource that is cited and update regularly, and then send the link to the Adams Library to the board, as well as add the link to the hospital's Linked In page.

The board cited some areas of improvement for the hospital website, including adding a link to Community information; a top line link to the Board Information section, and a calendar of events and education offered at BAH. Ms. Winker advised the board that our current website does not include a calendar option, but will be add a calendar in when we launch our new website in the future. Additionally, we will include a link to our agendas, starting next month; and a link to our meetings, once due diligence has been done to ensure that we have the proper security to block or remove unauthorized or disruptive access to our meeting. The decision was made not to include the minutes of the organization, which are always available following a public records request.

### **GOOD OF THE ORDER:**

Dr. Donna Rabin tendered her resignation from the Board, citing her family's medical needs. Dr. Rabin stated that she was comfortable with the current members in place to lead in the future.

The board expressed their appreciation for Dr. Rabin's contributions and tenure on the board.

### **ADJOURNMENT**

There being no further business, the District Board Education Session meeting was adjourned at 12:30 pm.

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Troy Crippins, Board Chairperson

Date: 9/20/23

  
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Patrice Parrott, Secretary

Date: 09/12/2023