EASTERN PLUMAS HEALTH CARE DISTRICT
SPECIAL BOARD RETREAT
Wednesday, January 14, 2015
10:00 A.M.
EPHC ACR
Minutes

1. **Call to Order.**
   The meeting was called to order at 10:15 am by Gail McGrath

2. **Roll Call.**
   Present: Gail McGrath, Dr. Paul Swanson, Janie McBride, Lucie Kreth, Jay Skutt, and Tom Hayes.

3. **Approval of Agenda**.
   Ms. McBride motioned to accept the Agenda as submitted. A second was made by Mr. Skutt. None opposed, the motion was approved.

4. **Board Comments.**
   None

5. **Review of Board Job Description**
   The Board thoroughly reviewed the two Board Job Descriptions sent out. Changes were made to consolidate the two into one document. A draft job description will be prepared and reviewed at another special planning session to be scheduled in February.

6. **Board Self Assessment**
   After considerable discussion of the Board self assessment process, it was agreed that the check list forms used in the past were not helpful and too time consuming to complete. Instead a new form will be completed based on the new job description. The evaluation criteria to be used will include "very effective", "effective", "needs improvement", and "comments". When the forms are filled out, the member will be strongly encouraged to note in the comments section what needs to be improved.

7. **CEO Job Description**
   The Board reviewed both the CEO Job Description as well as the CEO Evaluation form. It was agreed that the evaluation form will no longer be completed and the CEO evaluation will instead be a review of what has been accomplished during the year as well as a discussion about goals for the coming year, where are we going, etc.

8. **Closed Session**
   Ms. McGrath announced the Board would move into closed session at 1:30 p.m., pursuant to Health and Safety Code 32155.

   The Board returned to open session at approximately 2:25 pm:

I. With respect to Health and Safety Code 32155, to review reports on Quality Assurance. No reportable action.

9. The meeting was adjourned at 2:30 pm

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           Approval   Date