

**EASTERN PLUMAS HEALTH CARE DISTRICT
SPECIAL MEETING OF THE PLANNING COMMITTEE
OF THE BOARD OF DIRECTORS
Wednesday, June 25, 2014, 2:00 P.M.
EPHC Administrative Conference Room**

Minutes

1. **Call to Order:** The meeting was called to order at 2:05 pm by Chairman McGrath.
2. **Roll Call:**
Present: Gail McGrath, Jay Skutt, Tom Hayes, CEO, Tiffany Williams, Administrative Assistant, Jack Bridge and Kent Stacy.
3. **Approval of agenda:** The agenda was approved as submitted.
4. **Board Comments:** None.
5. **Public Comments:** None.
6. **CEO Reports :**
 - **Strategic Plan Update.** Mr. Hayes reported the last strategic plan was completed in 2010 and needs to be updated. He stated that he would like us to consider having a meeting in the fall with a facilitator. There was discussion regarding the process for strategic planning. After discussion the Committee felt it would be appropriate to wait until next year.
 - **Boiler replacement design and timing.** Mr. Hayes reported that he received the proposal from our Architect for the boiler replacement. This project will take approximately two years to complete because of OSHPD involvement. There was a discussion regarding the need to purchase a design document or construction document. There was also a discussion regarding funding. Mr. Hayes will be researching funding options. Once this is more certain we can start the process of design.
 - **Master Plan discussion, lot line adjustment.** Mr. Hayes reported that he reviewed the cost breakdown for the lot line adjustment process. Mr. Bridge will follow up with the City Planner to outline the lot line adjustment process.
 - **Biomass boiler project.** Mr. Hayes reported that Sierra Institute is still exploring a biomass project.
7. **Adjournment:** Chairman McGrath adjourned the meeting at 3:05 p.m.



Approved by

7.24.14

Date