



July 6, 2017

1500 – 1700

Enloe Conference Center
1528 Esplanade
Chico, CA
Room 106

BOARD OF DIRECTORS MEETING

AGENDA FOR JULY 06, 2017

Meeting called by:	Myron Machula	Type of meeting:	Board of Directors Meeting
Facilitator:	Myron Machula	Note taker & Timekeeper:	Elizabeth Steffen

AGENDA ITEMS

Topic	Presenter	Time Period
✓ Call to Order & Introductions	Myron Machula	5 minutes
✓ Approval of Minutes from 06/01/2017	Myron Machula	5 minutes
✓ Board Responsibilities	Myron Machula	10 minutes
✓ ICA Discussion	Brian Higdon-ICA	20 minutes
✓ Finance: Review and approval of report for May 2017	Elizabeth Steffen	5 minutes
✓ Finance: Review and approval of report for June 2017	Elizabeth Steffen	10 minutes
○ Yuba/Sutter Healthcare Representative from SVMS-Approval of membership funds and representative	Ken Park	5 minutes
○ PTO Increase/Compliance with CA Sick Leave Act of 2016: Memo and Approval	Elizabeth Steffen	5 minutes
○ Smart Alert® Pricing: Memo and Approval	Elizabeth Steffen	5 minutes
✓ Review and approval of Resolution 100 – Money Market Account for Board Reserved Funds	Myron Machula	5 minutes
✓ Progress on Expansion	Charles Kitzman/ Elizabeth Steffen	10 minutes
✓ Operational Report	Jon Werner	10 minutes
✓ Development Committee Reports	Elizabeth Steffen	20 minutes
○ Development Committee General Report	Elizabeth Steffen	
○ Marketing Committee Report	Elizabeth Steffen	
○ Clinician Participation Agreement for Approval	Elizabeth Steffen	
○ Behavioral Health/Public Health Report	Elizabeth Steffen	
○ Policies, Procedures, and Forms for Approval	Elizabeth Steffen	
✓ Nominating Committee Commencement; Finance Com. & Vice Chair	Myron Machula	5 minutes
✓ Other Business	Myron Machula	5 minutes
✓ Next Meeting date is 08/03/17 @ 1500	Myron Machula	5 minutes

OTHER INFORMATION

- Attachments:**
- June 01, 2017 Board Minutes
 - May 2017 Financial Report
 - June 2017 Financial Report
 - Clinician Participation Agreement
 - PTO Increase Memo

- Smart Alert® Pricing Memo
 - Resolution 100
 - Policies, Procedures, and Forms:
 - SVMS-PRO-015.004 – New Participant Onboarding Procedure (updated)
 - SVMS-21.002 – Accounting Manual (updated)
 - SVMS-27.001 – Vault Access Policy
 - SVMS-29.001 – Human Resources Manual/Employee Handbook & Form
 - SVMS-30.001 – Drug Alcohol Policy & Form
 - SVMS-FORM-095.001 PTO Accrual and Tracking Form
 - SVMS-FORM-096.001 PTO Request Form
 - SVMS-FORM-097.001 Performance Evaluation Form
 - SVMS-FORM-098.001 Member Profile Cover Sheet
 - SVMS-FORM-099.001 Initial Member Questionnaire Form
 - SVMS-FORM-071.002 Time Sheet
 - SVMS-FORM-102.001 HR Employee Manual Acknowledgement
 - SVMS-FORM-103.001 Drug Alcohol Policy Acknowledgement
 - SVMS-FORM-105.001 Workplace Violence Acknowledgement
 - SVMS-FORM-106.001 HIPAA Training Acknowledgement
 - SVMS-FORM-107.001 Workplace Violence Reporting Form
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