August 20, 2009

**NOTICE**

The Board of Directors of the Kaweah Delta Health Care District will meet in a Open Governance Committee Meeting at 11:00AM Monday, August 24, 2009 in the Administration Conference Room at Kaweah Delta Medical Center {400 W. Mineral King, Visalia}.

The disclosable public records related to agendas are available for public inspection at Kaweah Delta Medical Center, Administration Department {1st floor}, 400 West Mineral King Avenue, Visalia, CA.

KAWEAH DELTA HEALTH CARE DISTRICT
Margaret Foley, Secretary/Treasurer

Cindy Moccio

Cindy Moccio, Executive Assistant
Board of Directors / CEO

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# *KAWEAH DELTA HEALTH CARE DISTRICT*
# *BOARD OF DIRECTORS*
# *GOVERNANCE COMMITTEE*

Monday, August 24, 2009
11:00am-12:00Noon

Kaweah Delta Medical Center
400 West Mineral King, Main Hospital
Administration Department Conference Room

ATTENDING: Directors: Anderson (chair), M. Foley; L. Mann, CEO; Cindy Moccio, Recording

| | | Time |
|---|---|---|
| **1.** | **Call to Order** | |
| **2.** | **Education for 2009 –** Review of the Education, Medical Staff Events schedules for 2009/2010<br>**a.** Governance Institute<br>**b.** Estes Park<br>**c.** Education on site at Kaweah Delta | 15 |
| **3.** | **Board Self Assessment and Job Descriptions** – Discussion of upcoming Board Self Assessment and annual review of job descriptions. | 05 |
| **4.** | **Board Bylaws Annual Review** – Discussion of annual review of Board Bylaws | 10 |
| **5.** | **Board Election of Officers** – Per Board Bylaws, the offices of President and Secretary/Treasurer shall be selected at the first regular meeting in December (12/14/09) of a non-election year of the District. | 05 |
| **6.** | **Committee assignment** – Annual review of committee assignments in December 2009 by Board President. | 05 |
| **7.** | **Adjourn** | |

# Kaweah Delta Health Care District
# GOVERNANCE COMMITTEE

## MISSION AND PURPOSE:

This committee will review committee structure, committee membership, calendar, bylaws, plan the Board self-evaluation, committee charters, monitor & resolve Board conflict of interest, district boundaries, Board education, building & maintaining medical staff relations, plan medical staff retreat.

## SPECIFIC REPORTS:

1. Conflict of Interest – Annual - February
2. CEO Evaluation – Annual - June
3. Education & Medical Staff Events Calendar – Annual – July
4. Review job description – Annual - September
5. Board Evaluation – Annual – September
6. Bylaws review – Annual – November
7. Election of officers - Every two years (December, odd years, non election years)
8. Committee assignment – Annual - December

Adopted by the Governance Committee on February 12, 2009 and approved by the Board of Directors on March 9, 2009.