

Minutes of September 20, 2021
San Joaquin County Clinics Board of Directors – Governance Committee

Board Members Present:

Rod Place (SJCC Board Chair); Brian Heck (SJCC Board Member)

Absent Excused:

Chris Scoz (SJCC Board Member)

Absent Unexcused:

none

Guests:

Farhan Fadoo (SJCC CEO); Alice Souligne (SJCC COO); Kris Zuniga (SJCC CFO); Jeff Slater (SJCC Consultant); Michael Allen (SJCC Board Clerk); Susan Thorner (SJCC Consultant)

AGENDA ITEM	ATTACHMENTS	ACTION
<p>1. <u>Call to Order (Rod Place, SJCC Board Chair)</u> The meeting was called to order at 4:12 p.m. by Brian. A quorum was established for today's meeting.</p>	No attachments	No action required
<p>2. <u>Review Current Recruitment Candidates (Jeff Slater)</u> Jeff noted that Pat Collier and Kristen Birtwhistle have been interviewed and are awaiting calls from Rod. Rod will forward his schedule to Michael and Michael will schedule the calls.</p> <p>Cynthia King has been interviewed and Rod knows her from her previous work as SJCC Clerk of the Board; she is just waiting for Board approval to bring her membership to a vote.</p> <p>Three other prospective patient members have not moved forward. Several Board members have noted their interest in becoming patient members, including Brian Heck. Jeff and Susan have reached out to Catholic Charities and Manila Rising to see if there is any interest from those groups. Former Lao Family director informed Jeff that he is not able to join at this time.</p>	No attachments	<p>Brian motioned to present Cynthia King to the Board for membership and Rod seconded; the motion passed unanimously</p> <p>Rod to forward his schedule to Michael, who will arrange 30-minute calls with Pat & Kristen.</p> <p>Alice will reach out to Board members who have expressed interest in becoming patients.</p>
<p>3. <u>Board Officer & Committee Assignments (Rod Place, SJCC Board Chair)</u> Board Officer selection to be made after new slate of Board members are settled in, likely by November. Rod made note of his choice to make Brian the Vice-Chair. Rod asked if Dr. Fadoo could gauge Paul's interest in serving as the new Treasurer.</p>	No attachments	Michael to create updated Committee matrix and share with Rod to aid in Committee appointment selections.
<p>4. <u>Board Member Rotations (Rod Place, SJCC Board Chair/Susan Thorner)</u> Members scheduled to rotate off the Board in October are Alicia, Ismael, Luz Maria, Mary, Mike, and Rod. Brian's tenure is due to expire in 2022, but Susan recommends possibly extending this to October 2024 and staggering or extending some terms so that no more than 1/3 of the Board rotates off during any given year. Susan will draft a memo to the Board addressing the departing Board members' service and we will distribute with certificates of appreciation.</p>	No attachments	Susan to draft memo addressing Board member rotations to be sent after September's full Board meeting.

<p>5. <u>New Board Member Orientation Process (Susan Thorner/Jeff Slater)</u> Susan will work on creating an orientation process and packet for new Board members. This should be ready within the next few weeks.</p>	<p>No attachments</p>	<p>Susan to compile Board orientation process and help develop new Board member welcome packets.</p>
<p>6. <u>Adjournment of Board Meeting</u> There being no further topics of discussion, Brian Heck adjourned the meeting at 5:11 p.m.</p>	<p>No attachments</p>	<p>No action required</p>