



TAHOE FOREST HOSPITAL DISTRICT

2021-12-07 Board Executive Compensation Committee Meeting

Tuesday, December 7, 2021 at 10:00 a.m.

Pursuant to Assembly Bill 361, the Board Executive Compensation Committee for December 7, 2021 will be conducted telephonically through Zoom.

Please be advised that pursuant to legislation and to ensure the health and safety of the public by limiting human contact that could spread the COVID-19 virus, the Eskridge Conference Room will not be open for the meeting.

Committee Members will be participating telephonically and will not be physically present in the Eskridge Conference Room.

If you would like to speak on an agenda item, you can access the meeting remotely: Please use this web link: <https://tfhd.zoom.us/j/82355249339>

If you prefer to use your phone, you may call in using the numbers: (346) 248 7799 or (301) 715 8592, Meeting ID: 823 5524 9339



Meeting Book - 2021-12-07 Board Executive Compensation Committee Meeting

Board Executive Compensation Committee

AGENDA

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5. APPROVAL OF MINUTES

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6. ITEMS FOR COMMITTEE DISCUSSION AND/OR RECOMMENDATION

6.1. Policy Review

6.1.1. CEO Succession Policy- ABD-28.pdf 7

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BOARD EXECUTIVE COMPENSATION COMMITTEE AGENDA

Tuesday, December 7, 2021 at 10:00 a.m.

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Or join by phone:

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Public comment will also be accepted by email to mrochefort@tfhd.com. Please list the item number you wish to comment on and submit your written comments 24 hours prior to the start of the meeting.

Oral public comments will be subject to the three minute time limitation (approximately 350 words). Written comments will be distributed to the board prior to the meeting but not read at the meeting.

1. CALL TO ORDER

2. ROLL CALL

Mary Brown, Chair; Dale Chamblin, Board Member

3. CLEAR THE AGENDA/ITEMS NOT ON THE POSTED AGENDA

4. INPUT – AUDIENCE

This is an opportunity for members of the public to address the Committee on items which are not on the agenda. Please state your name for the record. Comments are limited to three minutes. Written comments should be submitted to the Board Clerk 24 hours prior to the meeting to allow for distribution. Under Government Code Section 54954.2 – Brown Act, the Committee cannot take action on any item not on the agenda. The Committee may choose to acknowledge the comment or, where appropriate, briefly answer a question, refer the matter to staff, or set the item for discussion at a future meeting.

5. APPROVAL OF MINUTES OF: 11/15/2021..... ATTACHMENT

6. ITEMS FOR COMMITTEE DISCUSSION AND/OR RECOMMENDATION

6.1. Policy Review

Executive Compensation Committee will review and discuss the following board policy:

6.1.1. CEO Succession Policy, ABD-28..... ATTACHMENT

7. CLOSED SESSION

7.1. Conference with Labor Negotiator (Government Code § 54957.6)

*Name of District Negotiator(s) to Attend Closed Session: Mary Brown
Unrepresented Employee: President & Chief Executive Officer*

- 8. REVIEW FOLLOW UP ITEMS / BOARD MEETING RECOMMENDATIONS**
- 9. NEXT MEETING DATE**
Executive Compensation Committee will discuss its next meeting date.
- 10. ADJOURN**

*Denotes material (or a portion thereof) may be distributed later.

Note: It is the policy of Tahoe Forest Hospital District to not discriminate in admissions, provisions of services, hiring, training and employment practices on the basis of color, national origin, sex, religion, age or disability including AIDS and related conditions. Equal Opportunity Employer. The telephonic meeting location is accessible to people with disabilities. Every reasonable effort will be made to accommodate participation of the disabled in all of the District's public meetings. If particular accommodations for the disabled are needed or a reasonable modification of the teleconference procedures are necessary (i.e., disability-related aids or other services), please contact the Executive Assistant at 582-3481 at least 24 hours in advance of the meeting.

BOARD EXECUTIVE COMPENSATION COMMITTEE **DRAFT MINUTES**

Monday, November 15, 2021 at 2:30 p.m.

Pursuant to Assembly Bill 361, the Board Executive Compensation Committee for November 15, 2021 will be conducted telephonically through Zoom. Please be advised that pursuant to legislation and to ensure the health and safety of the public by limiting human contact that could spread the COVID-19 virus, the Eskridge Conference Room will not be open for the meeting. Committee Members will be participating telephonically and will not be physically present in the Eskridge Conference Room.

1. CALL TO ORDER

Meeting was called to order at 2:31 p.m.

2. ROLL CALL

Board: Mary Brown, Chair; Dale Chamblin, Board Member

Staff in attendance: Harry Weis, President & Chief Executive Officer; Judy Newland, Chief Operating Officer; Crystal Betts, Chief Financial Officer; Alex MacLennan, Chief Human Resources Officer; Martina Rochefort, Clerk of the Board

Other: Ben Teichman, FutureSense

3. CLEAR THE AGENDA/ITEMS NOT ON THE POSTED AGENDA

No changes were made to the agenda.

4. INPUT – AUDIENCE

No public comment was received.

5. APPROVAL OF MINUTES OF: 06/23/2021

Director Chamblin moved to approve the Board Executive Compensation Committee minutes of June 23, 2021, seconded by Director Brown.

6. ITEMS FOR COMMITTEE DISCUSSION AND/OR RECOMMENDATION

6.1. President & CEO Annual Compensation Increase

Ben Teichman of FutureSense provided a report on the President & CEO's annual compensation increase. FutureSense recommended a 3% increase as outlined in the Employment Agreement. Discussion was held.

Executive Compensation Committee would like to discuss in the future adding the ability to pay out a variable percentage for incentive compensation in the contract.

Executive Compensation Committee would like to reopen the President & CEO's Employment Agreement at a December meeting to discuss an adjustment to the base pay.

6.2. Fiscal Year 2021 President & CEO Incentive Compensation

Executive Compensation Committee reviewed the Incentive Compensation criteria for fiscal year 2021.

The committee determined all criteria were met or exceeded.

Director Chamblin moved to recommend a full incentive compensation payout to the full board, seconded by Director Brown.

7. REVIEW FOLLOW UP ITEMS / BOARD MEETING RECOMMENDATIONS

Board Executive Compensation Committee would like to review the CEO Succession Plan policy at their next meeting.

8. NEXT MEETING DATE

Executive Compensation Committee will meet again in December.

9. ADJOURN

Meeting adjourned at 3:32 p.m.

DRAFT



TAHOE
FOREST
HEALTH
SYSTEM

Origination Date: 08/2018
Last Approved: 08/2018
Last Revised: 08/2018
Next Review: 08/2021
Department: Board - ABD
Applicabilities:

CEO Succession Policy, ABD-28

PURPOSE:

To ensure there is a formalized Chief Executive Officer (CEO) succession plan in the event of a planned or unplanned CEO vacancy.

POLICY:

- A. It is the responsibility of the Board of Directors to annually review the CEO Succession Plan with the CEO. This annual review will take place prior to the CEO evaluation.
- B. The Board of Directors, on an ongoing basis, will work with the CEO to assess the leadership needs of Tahoe Forest Hospital District and identify potential internal candidates for long term succession planning.
- C. In the event of a vacancy of Chief Executive Officer, the Board of Directors will collaborate with the Chief Human Resource Officer to implement [AHR-113 CEO Succession Plan](#).

All revision dates: 08/2018

Attachments

No Attachments

Approval Signatures

Step Description	Approver	Date
	Harry Weis: CEO	08/2018
	Martina Rochefort: Clerk of the Board	08/2018