

**Posted
Wednesday
May 22, 2024**

**BOARD STRATEGIC & FACILITIES PLANNING
COMMITTEE MEETING**

Agenda

**TUESDAY, MAY 28, 2024
3:00 p.m. Meeting**



PLEASE SEE PAGE 2 FOR MEETING LOCATION OPTIONS

	<u>Time</u>	<u>Form A Page</u>	<u>Target</u>
<i>PLEASE TURN OFF CELL PHONES OR SET THEM TO SILENT MODE UPON ENTERING THE MEETING ROOM</i>			
CALL TO ORDER & ESTABLISHMENT OF QUORUM	3:00
❖ Public Comments ¹30	3:30
1. Board Strategic & Facilities Planning Committee Follow-ups – NONE	3:30
2. * Review/Approval: Minutes of the Board Strategic & Facilities Planning Committee Meeting – Tuesday, January 30, 2024 (ADD A – Pp6-10)2 4	3:32
3. Review: Construction Update (To be presented at the meeting)18 5	3:50
ADJOURNMENT	3:50

NOTE: The open session of the meeting—without public comments—is scheduled to last 20 minutes, starting at 3:00 p.m., with adjournment at 3:20 p.m.

Board Strategic & Facilities Planning Committee – Voting Members		
Mike Pacheco, Director – Chair	Laura Barry – Director	Jeff Griffith, EMT-P – Director
Diane Hansen, President & CEO	Kanchan Koirala, MD, CoS Palomar Medical Center Escondido	Sam Filiciotto, MD, CoS Palomar Medical Center Poway
Board Strategic & Facilities Planning Committee – Alternate Voting Members		
Laurie Edwards-Tate, MS – BoD Alternate	Andrew Nguyen, MD, CoS-Elect CoS Alternate – Palomar Medical Center Escondido	Mark Goldsworthy, MD – CoS-Elect CoS Alternate – Palomar Medical Center Poway
Board Strategic & Facilities Planning Committee – Non-Voting Members		
Andrew Tokar, CFO	Omar Khawaja, MD, CMO	Mel Russell, RN, CNE & COO
Julie Pursell, CHRO	Kevin DeBruin, CLO	Mike Mills, VP Facilities & Construction
Kristin Gaspar, VP Philanthropy	Kirk Effinger, Palomar Health Foundation Board Member	

* Asterisks indicate anticipated action. Action is not limited to those designated items.

¹ SEE PAGE 3

- **The Linda Greer Conference Room, 2125 Citracado Parkway, Suite 300, Escondido, CA 92029**
 - **Committee members who are elected members of the Board of Directors will attend at this location, unless otherwise noticed below**
 - **Elected members of the Board of Directors who are not members of the Committee and wish only to observe, non-Board member attendees, and members of the public may also attend at this location**
- **Join on your computer, mobile app or room device:** [Click here to join the meeting](#) | Meeting ID: 218 833 378 835 Passcode: yV7Vqy | **OR**
- **Dial in using your phone (*audio only*):** **929.352.2216** | Phone Conference ID: **632207483#**
 - **Elected members of the Board of Directors who are not members of the Committee and wish only to observe, non-Board member attendees, and members of the public may attend the meeting virtually utilizing the above options**

DocID: 21790
 Revision: 9
 Status: Official

Source:
 Administrative
 Board of Directors

Applies to Facilities:
 All Palomar Health Facilities

Applies to Departments:
 Board of Directors

Policy: Public Comments and Attendance at Public Board Meetings

I. PURPOSE:

A. It is the intention of the Palomar Health Board of Directors to hear public comment about any topic that is under its jurisdiction. This policy is intended to provide guidelines in the interest of conducting orderly, open public meetings while ensuring that the public is afforded ample opportunity to attend and to address the board at any meetings of the whole board or board committees.

II. DEFINITIONS:

A. None defined.

III. TEXT / STANDARDS OF PRACTICE:

- A. There will be one-time period allotted for public comment at the start of the public meeting. Should the chair determine that further public comment is required during a public meeting, the chair can call for such additional public comment immediately prior to the adjournment of the public meeting. Members of the public who wish to address the Board are asked to complete a [Request for Public Comment form](#) and submit to the Board Assistant prior to or during the meeting. The information requested shall be limited to name, address, phone number and subject, however, the requesting public member shall submit the requested information voluntarily. It will not be a condition of speaking.
- B. Should Board action be requested, it is encouraged that the public requestor include the request on the *Request for Public Comment* as well. Any member of the public who is speaking is encouraged to submit written copies of the presentation.
- C. The subject matter of any speaker must be germane to Palomar Health's jurisdiction.
- D. Based solely on the number of speaking requests, the Board will set the time allowed for each speaker prior to the public sections of the meeting, but usually will not exceed 3 minutes per speaker, with a cumulative total of thirty minutes.
- E. Questions or comments will be entertained during the "Public Comments" section on the agenda. All public comments will be limited to the designated times, including at all board meetings, committee meetings and board workshops.
- F. All voting and non-voting members of a Board committee will be seated at the table. Name placards will be created as placeholders for those seats for Board members, committee members, staff, and scribes. Any other attendees, staff or public, are welcome to sit at seats that do not have name placards, as well as on any other chairs in the room. For Palomar Health Board meetings, members of the public will sit in a seating area designated for the public.
- G. In the event of a disturbance that is sufficient to impede the proceedings, all persons may be excluded with the exception of newspaper personnel who were not involved in the disturbance in question.
- H. The public shall be afforded those rights listed below (Government Code Section 54953 and 54954).
 - 1. To receive appropriate notice of meetings;
 - 2. To attend with no pre-conditions to attendance;
 - 3. To testify within reasonable limits prior to ordering consideration of the subject in question;
 - 4. To know the result of any ballots cast;
 - 5. To broadcast or record proceedings (conditional on lack of disruption to meeting);
 - 6. To review recordings of meetings within thirty days of recording; minutes to be Board approved before release;
 - 7. To publicly criticize Palomar Health or the Board; and
 - 8. To review without delay agendas of all public meetings and any other writings distributed at the meeting. I. This policy will be reviewed and updated as required or at least every three years.

I. ADDENDUM:

Original Document Date: 2/94

Reviewed: 8/95; 1/99; 9/05

Revision Number: 1 Dated: 9/20/05

Source Administrator Hernandez, Lisa

Document Owner DeBruin, Kevin

Collaborators: Carla Albright, Deanna Peterson, Deborah Hollick, Douglas Moir, Jami Pearson, Jeffrey Griffith, Julie H Avila, Kelly Wells, Laurie Edwards-Tate, Megan Strole, Nancy Calabria, Nanette Irwin, Richard Engel, Sally Valle, Tanya L Howell, Thomas Kumura

Reviewers

Approvals

- Committees: (10/12/2022) Policies & Procedures

- Signers: Kevin DeBruin

Original Effective Date Kevin DeBruin, Chief Legal Officer (10/25/2022 09:21AM PST)

Revised Reviewed [09/20/2005 Rev. 1], [03/13/2009 Rev. 2], [04/14/2012 Rev. 3], [05/01/2014 Rev. 4], [02/03/2017 Rev. 5], [04/22/2019 Rev. 6],

Next Review Date [07/10/2019 Rev. 7], [12/02/2021 Rev. 8], [10/25/2022 Rev. 9]

Attachments: 10/24/2025

(REFERENCED BY [Public Comment Form](#)

Paper copies of this document may not be current and should not be relied on for official purposes. The current version is in Lucidoc at

[https://www.lucidoc.com/cgi/doc-gw.pl?ref=pphealth:21790\\$9](https://www.lucidoc.com/cgi/doc-gw.pl?ref=pphealth:21790$9).

Minutes
Strategic & Facilities Planning Committee Meeting
Tuesday, January 30, 2024

TO: Board Strategic & Facilities Planning Committee

MEETING DATE: Tuesday, May 28, 2024

FROM: Tanya Howell, Assistant

Background: The minutes of the Board Strategic & Facilities Planning Committee meeting held on Tuesday, January 30, 2024, are attached for the Committee's approval (*Addendum A*).

Budget Impact: N/A

Staff Recommendation: Approval

Committee Questions:

COMMITTEE RECOMMENDATION:

Motion:

Individual Action:

Information:

Required Time:

District Construction Projects

TO: Board Strategic & Facilities Planning Committee

MEETING DATE: Tuesday, May 28, 2024

FROM: Michael Mills, Vice President Facilities & Construction

Background: An update on various construction projects within the District will be presented at the meeting.

Budget Impact: Varies

Staff Recommendation: *Information only*

Committee Questions:

COMMITTEE RECOMMENDATION:

Motion:

Individual Action:

Information:

Required Time:

ADDENDUM A

Meeting Minutes

BOARD STRATEGIC & FACILITIES PLANNING COMMITTEE CALENDAR YEAR 2024



P = Present V = Virtual E = Excused A = Absent G = Guest]

ATTENDANCE ROSTER						
MEMBERS	MEETING DATES:					
	1/30/24					
DIRECTOR MIKE PACHECO – CHAIR	P					
DIRECTOR LAURA BARRY	P					
DIRECTOR JEFF GRIFFITH, EMT-P	V					
DIANE HANSEN, PRESIDENT & CEO	V					
KANCHAN KOIRALA, MD, CoS, PMC ESCONDIDO	P					
SAM FILICIOTTO, MD, CoS, PMC POWAY	P					
<i>DIRECTOR LAURIE EDWARDS-TATE, MS – ALTERNATE</i>						
<i>ANDREW NGUYEN, MD – ALTERNATE CoS PMC ESCONDIDO</i>						
<i>MARK GOLDSWORTHY, MD – ALTERNATE CoS PMC POWAY</i>						
STAFF ATTENDEES						
MELISSA WALLACE, INTERIM CHIEF FINANCIAL OFFICER	P					
RYAN OLSEN, CHIEF OPERATIONS OFFICER	P					
OMAR KHAWAJA, MD, CHIEF MEDICAL OFFICER	P					
MEL RUSSELL, RN, CHIEF NURSE EXECUTIVE	P					
JULIE PURSELL, CHIEF HUMAN RESOURCES OFFICER	E					
KEVIN DEBRUIN, CHIEF LEGAL OFFICER	P					
MIKE MILLS, VP FACILITIES & CONSTRUCTION	V					
KRISTIN GASPAS, VP PHILANTHROPY	V					
KIRK EFFINGER, FOUNDATION BOARD	E					
TANYA HOWELL – COMMITTEE ASSISTANT	P					
INVITED GUESTS	SEE TEXT OF MINUTES FOR NAMES OF INVITED GUESTS					

BOARD STRATEGIC & FACILITIES PLANNING COMMITTEE – MEETING MINUTES – TUESDAY, JANUARY 30, 2024			
AGENDA ITEM	CONCLUSION/ACTION	FOLLOW UP/RESPONSIBLE PARTY	FINAL?
DISCUSSION			
NOTICE OF MEETING			
<ul style="list-style-type: none"> The agenda (as Notice of Meeting) was posted on Friday, January 26, 2024, at Palomar Health’s Administrative Office, which is consistent with legal requirements The full agenda packet was also posted that date on the Palomar Health website; and notice of that posting was made via email to the Board and staff 			
CALL TO ORDER			
<ul style="list-style-type: none"> The meeting – held in the Linda Greer Conference Room, 2125 Citracado Parkway, Suite 300, Escondido, CA, and virtually – was called to order at 3:07 p.m. by Chair Mike Pacheco 			
ESTABLISHMENT OF QUORUM			
<ul style="list-style-type: none"> Quorum was established (<i>see roster</i>) 			
PUBLIC COMMENTS			
<ul style="list-style-type: none"> None filed 			
1. BOARD STRATEGIC & FACILITIES PLANNING COMMITTEE FOLLOW-UP			
<ul style="list-style-type: none"> Mike Mills, VP Facilities/Construction Management was going to review the costs/ability to make the rooms on the 10th floor permanently airborne isolation capable <ul style="list-style-type: none"> Mr. Mills indicated that the request would require a major undertaking and a complete redesign: <ul style="list-style-type: none"> The space would shrink from 24 to 15 or 16 rooms, because the rooms would have to be larger It would require the addition of countertops and sinks, as well as an upgrade to the HVAC system There would be an additional year added to the project at a cost of \$8M-\$10M Mr. Mills was thanked for his review 			
2. MINUTES OF THE BOARD STRATEGIC & FACILITIES PLANNING COMMITTEE MEETING – THURSDAY, NOVEMBER 30, 2023	MOTION: By Director Barry, seconded by Dr. Koirala and carried to approve the Minutes of the Board Strategic & Facilities Planning Committee Meeting, Thursday, November 30, 2023 Vote taken by Roll Call: Director Barry – aye; Ms. Hansen – aye; Director Pacheco – aye; Dr. Koirala – aye; Dr. Filiciotto – abstained as he had not been in attendance; Absent: Director Griffith	Forwarded to the February 12, 2024, Board of Directors meeting as information	Y
<ul style="list-style-type: none"> No discussion 			

BOARD STRATEGIC & FACILITIES PLANNING COMMITTEE – MEETING MINUTES – TUESDAY, JANUARY 30, 2024

• AGENDA ITEM	CONCLUSION/ACTION	FOLLOW UP/RESPONSIBLE PARTY	FINAL?
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• DISCUSSION

3. CONSTRUCTION UPDATE	<i>Information Only</i>	Forwarded to the February 12, 2024, Board of Directors meeting as information	N
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- Utilizing the presentation included in the agenda packet, Mike Mills presented an informational update on the status of construction projects throughout the district, touching on the highlights, and noting that the team had changed the format slightly
- POWAY COMPLETED PROJECTS (PAGES 19-21)
 - The Main Lobby Expansion had been completed
 - The next step will be to move around the corner to look at refreshing the elevator lobbies
 - Signage had been completed
 - The Nurse Call Replacement had been completed
 - CNE Mel Russell was working on the software to attach the system to the phone app so that users could better utilize the system
 - In response to an inquiry from Chair Pacheco, Mr. Mills stated that the system had been upgraded throughout the facility, and this report was on the last phase of that project
- POWAY PROJECTS IN PROGRESS (PAGES 22-36)
 - The IR/Cath Lab Equipment Replacement had an anticipated completion date of June 2024
 - The Nuclear Medicine Imaging Equipment Replacement was anticipated to begin in a couple of weeks (early February)
 - The replacement of the Kitchen Dishwashing Machines had an anticipated completion date of December 2024
 - Commenting that the photo in the presentation made this the first time the PMCP roof had ever been seen (thanks to Kevin Santos in IT and his drone), Mr. Mills stated that the replacement of the OR HVAC Equipment was anticipated to be completed by May 2024, and the metal equipment pads being installed could be seen in the photo
 - The Villas project to refresh the hallways, nurses’ stations and dayrooms was moving rapidly, with 2 pods completed, and 1 left to be finalized
 - The photo of the POP Imaging Suite was “real-time” following a revision to the floor plan per a request by the JV partner
 - The anticipated date of completion was February 2025
 - Construction on the ED Multi-Station Treatment Room was due to begin in March, with completion in September
 - The plans for the conversion of the Birthing Center to an ICU were scheduled to be submitted to HCAI in June 2024, with an anticipated completion date of March 2026
 - The Data Center UPS was anticipated to be completed in February 2024
 - The RFP for the Main Entry Refresh was scheduled to be released in a couple of weeks, following approval from the City of Poway to move forward
 - Phase I of the ED Lobby Expansion was completed in January, and Phases II & III were scheduled to begin in May
 - The POP Elevator Expansion was scheduled for completion in March 2024
 - The UPS Building to support the new imaging equipment was scheduled to be completed in May 2024, with the main supply cutover scheduled for April 2024

BOARD STRATEGIC & FACILITIES PLANNING COMMITTEE – MEETING MINUTES – TUESDAY, JANUARY 30, 2024

• AGENDA ITEM	CONCLUSION/ACTION	FOLLOW UP/RESPONSIBLE PARTY	FINAL?
• DISCUSSION			
<ul style="list-style-type: none"> ○ A resubmission of the drawings for the Café Refresh was scheduled to go to HCAi in March • ESCONDIDO COMPLETED PROJECTS (PAGES 37-38) <ul style="list-style-type: none"> ○ The JV Partner at PHOC III was going to be moving into that space in a couple of weeks, following their requested renovation of the scope wash station • ESCONDIDO PROJECTS IN PROGRESS (PAGES 39-45) <ul style="list-style-type: none"> ○ Replacement of the Imaging Equipment in ED 1 & ED 2 <ul style="list-style-type: none"> – ED 2 had been licenses and was in use – ED 1 was in progress, with an anticipated completion date of May 2024 ○ The plans for changing the NICU back to LDRP had been approved by HCAi, and an award would be made to a contractor in March 2024 ○ The build-out of the 9th Floor was moving along very well, with an anticipated completion date of August 2024 ○ The RFP for the build-out of the 10th Floor was being drafted, the team had shortlisted down to 4 general contractors and were waiting for the first round of comments to come back from each before going out to bid <ul style="list-style-type: none"> – In response to an inquiry by Director Barry, Mr. Mills stated that the general contractor that was building out the 9th Floor would also be bidding on the 10th Floor build-out ○ Commissioning and licensing for LINAC #2 was underway ○ Delivery of the Chiller Upgrade was anticipated in July 2024 • Dr. Filiciotto inquired about whether the work being done to replace the OR HVAC equipment for PCMP would include addressing issues that had occurred in the past related to winds causing seepage of exhaust fumes into the building, and Mr. Mills assured him that he was aware of the problem, which had been discussed with the design team and would be addressed during the replacement 			
4. ESTABLISHMENT OF THE DATE, TIME AND LOCATION FOR THE REGULAR MEETINGS OF THE BOARD STRATEGIC & FACILITIES PLANNING COMMITTEE FOR CALENDAR YEAR 2024 AND JANUARY 2025	MOTION: By Dr. Filiciotto, seconded by Dr. Koirala and carried to approve the Date, Time and Location for the Regular Meetings of the Board Strategic & Facilities Planning Committee for Calendar Year 2024 & January 2025 as presented in the packet Vote taken by Roll Call: NOTE: Director Griffith arrived before this topic was addressed Director Barry – aye; Director Griffith – aye; Ms. Hansen – aye; Director Pacheco – aye; Dr. Koirala – aye; Dr. Filiciotto – aye; Absent:	Forwarded to the February 12, 2024, Board of Directors meeting as information	Y
<ul style="list-style-type: none"> • At the request of Chair Pacheco, the Committee discussed the possibility of changing the start time to 1:00 p.m., and Dr. Filiciotto noted that it would be a direct conflict with the current schedule for the MEC at Poway 			

BOARD STRATEGIC & FACILITIES PLANNING COMMITTEE – MEETING MINUTES – TUESDAY, JANUARY 30, 2024

• AGENDA ITEM	CONCLUSION/ACTION	FOLLOW UP/RESPONSIBLE PARTY	FINAL?
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• DISCUSSION

<p>5. CHARTER OF THE STRATEGIC & FACILITIES PLANNING COMMITTEE OF THE PALOMAR HEALTH BOARD OF DIRECTORS</p>	<p>MOTION: By Director Barry, seconded by Dr. Koirala and carried to approve the Charter of the Strategic & Facilities Planning Committee of the Palomar Health Board of Directors as edited.</p> <p>Vote taken by Roll Call: Director Barry – aye; Director Griffith – aye; Ms. Hansen – aye; Director Pacheco – aye; Dr. Koirala – aye; Dr. Filiciotto – aye; Absent:</p>	<p>Forwarded to the February 12, 2024, Board of Directors meeting as information</p>	<p>Y</p>
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- No discussion

ADJOURNMENT TO CLOSED SESSION The meeting was adjourned to closed session by Chair Pacheco at 3:26 p.m.

ADJOURNMENT TO OPEN SESSION The meeting was adjourned to open session by Chair Pacheco at 4:20 p.m.

CALL TO ORDER The open session was called to order by Chair Pacheco at 4:20 p.m.

ACTION RESULTING FROM CLOSED SESSION DISCUSSION – IF ANY

- There was no action resulting from the closed session discussion

FINAL ADJOURNMENT The meeting was adjourned by Chair Pacheco at 4:21 p.m.

SIGNATURES:

COMMITTEE CHAIR _____
 MIKE PACHECO

COMMITTEE ASSISTANT _____
 TANYA HOWELL