



**REGULAR MEETING OF THE BYLAWS/POLICIES AND PROCEDURES COMMITTEE  
SAN BENITO HEALTH CARE DISTRICT  
911 SUNSET DRIVE, HOLLISTER, CALIFORNIA  
MONDAY, DECEMBER 15, 2025 – 1:00 PM  
SUPPORT SERVICES BUILDING, 2<sup>ND</sup>-FLOOR, GREAT ROOM  
IN PERSON ONLY**

**Mission Statement** -The San Benito Health Care District is a public agency that serves as a responsive, comprehensive health care resource for its patients, physicians, and the health care consumers of the community.

**Vision Statement** - San Benito Health Care District is committed to meeting community health care needs with quality care in a safe and compassionate environment.

**AGENDA**

1. Call to Order (J. Sanchez)
2. Consider and Approve Minutes of the District Bylaws/Policies and Procedures Committee – November 10, 2025 Meeting.
3. Policies for Review and Recommendation
  - Development of Board Agenda
  - Fiduciary Responsibility of Board Members
  - Human Resources Requirements (Archive - Combined with Compensation and Benefits)
  - Improvements, Comments, Suggestions (Archive – Similar to Area of Concern)
  - Limit of Authority
  - Meetings with Administrator
  - Office Assistance for Board Members
  - Potential Conflicts of Interest
  - Relationship to Management Company
  - Safety and Disaster Plan
  - Strategic Planning (Archive)
  - Suggestions for Change to Board Policy/Procedures
  - Time Lines
  - Updating
  - Use of Letterhead by Directors
  - Compensation and Benefits (Replaces Compensation & Human Resources Requirements)

#### 4. Adjournment (J. Sanchez)

##### **Committee Members**

Josie Sanchez, BOD Assistant Secretary

Devon Pack, BOD Vice President

Mary Casillas, Chief Executive Officer

Laura Garcia, Executive Assistant

The complete agenda packet including subsequently distributed materials and presentations is available at the Committee Meeting, in the Administrative Offices of the District, and posted on the District's website at <https://www.hazelhawkins.com/news/categories/meeting-agendas/>. All items appearing on the agenda are subject to action by the Committee.

Any public record distributed to the less than 72 hours prior to this meeting in connection with any agenda item shall be made available for public inspection at the District office. Public records distributed during the meeting, if prepared by the District, will be available for public inspection at the meeting. If the public record is prepared by a third party and distributed at the meeting, it will be made available for public inspection following the meeting at the District office.

Notes: Requests for a disability-related modification or accommodation, including auxiliary aids or services, to attend or participate in a meeting should be made to District Administration during regular business hours at 831-636-2673. Notification received 48 hours before the meeting will enable the District to make reasonable accommodations.