

**Los Medanos Community Healthcare District
Board Meeting**

**Monday, July 9, 2007
6:30 p.m. – Board Room**

1. Call to Order

The regular meeting of the Los Medanos Community Healthcare District Board was called to order by President Marilyn Condit at 6:30 p.m.

2. Roll Call

Present: Marilyn Condit, President
Joe Rubi, Secretary
Eva Vera, Vice President
Jess Reyes, Treasurer

Absent: J. Vern Cromartie

Also Present: Frank Puglisi, Executive Director
Barbara Kee, Secretary

3. Approval of Minutes of the Board Meeting of June 11, 2007 – Action Item No. 070701.

Director Reyes noted a correction to Page 3 stating that Director Rubi attended the nurses' graduation in May, rather than Director Reyes, as reflected.

Also, Director Reyes noted a correction on Page 3, Paragraph 3, to state that he would support the Fit Fest event next year, but would like to see it done for substantially less expense.

Director Vera moved to approve the minutes of the June 11, 2007 meeting, as corrected. Director Reyes seconded the motion. The motion was approved by the following vote:

Ayes: Directors Rubi, Vera, Condit, Reyes
Noes: None
Absent: Director Cromarite
Abstain: None

4. Public Comment

No public comment.

5. Financial Report

Director Reyes referenced the FY 2006-2007 Year-to-Date Budget through June 2007 document included with the Board material. He noted that two tax revenue payments were received from the County in May and June and that the District closed the fiscal year with a gain of \$4,876.92.

Director Reyes commented regarding several checks listed on the Check Register, and also noted that Cal Mortgage has been paid in full for the bankruptcy action. He questioned a duplicate \$300.00 Board stipend reflected on the check register, and asked if one of the checks had been voided. Executive Director Puglisi clarified that the second check was issued because the original check had been misplaced by the respective board member. He further clarified that the register does not reflect checks that have cleared the bank.

Executive Director referenced Footnote No. 6 on the Year-to-Date Budget document, regarding two checks written to the Employment Development Department for invoices received. He pointed out that since the District pays EDD through the current payroll system, there would be a credit forthcoming for these two checks. He further noted the District has been receiving two bills for the office copier lease—one from Toshiba and one from Wells Fargo. This is being researched and appropriate credit will be issued.

Director Rubi inquired regarding the Internet Web Site budget item, stating that there is no current financial information or minutes published. Director Puglisi explained that the Board approved a budgeted amount of \$6,000, based on historical webmaster experience. There is a Board-approved contract for a development fee and a monthly fee for the current webmaster services. Also, minutes are up to date with the exception of the previous two months in which the webmaster has been on vacation. The end-of-year financial information will be sent for posting for posting.

6. EXECUTIVE DIRECTOR'S REPORT

- Mr. Puglisi reported concerning the LAFCO MSR/SOI. The draft was reviewed at the June 13, 2007 LAFCO meeting, and the District was acknowledged for all its efforts in developing relevant programs for the residents of Pittsburg and Bay Point.. There will be 21-day period to allow the public an opportunity to submit in writing to LAFCO any comments or concerns. The District will have an opportunity to respond to any of these concerns, after which a final document will be prepared for consideration and final approval at the LAFCO meeting on August 8. The Board expressed its appreciation to the staff for its work in assuring the success of this report.

7. BOARD COMMENTS

- Director Reyes proposed that a Finance Committee meeting be scheduled to discuss the final audit report, after which it would forward the completed report to the full Board for consideration. Mr. Puglisi suggested that the Committee consider asking the auditor to be in attendance to answer any questions. Mr. Puglisi reported that he is continuing in his attempt to contact the accountant to discuss closing fiscal year reports.
- President Condit reported that she had recently attended a conference on the Brown Act and AB1234. She stated that the AB1234 training was available on a web site free of charge, and believed Board members might find this training very helpful.
- President Condit distributed Grant Application Guidelines, stating that in keeping with the Strategic Plan, she would like to see the grant program reinstated, and encouraged each Board member to review the guidelines and be prepared to discuss such issues as money and what the Board would like to focus on in reinstating the program.

8. Adjournment to Closed Session – Personnel Issues

The President announced adjournment to Closed Session at 7:12 p.m. to discuss Personnel Issues.

9. Reconvene

The Regular meeting of the Board reconvened at 7:50 p.m.

The Board directed the staff to schedule for action at its next regular meeting three matters of Personnel.

10. ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 8:00 p.m.

Respectfully submitted,

Barbara Kee
Board Recording Secretary.