

MINUTES
LOS MEDANOS COMMUNITY HEALTHCARE DISTRICT
Board Meeting

Monday February 11, 2008
6:30p.m. – Board Room

1. Call to Order

The meeting of the Los Medanos Community Healthcare District was called to order by President Eva Vera at 6:30 p.m.

2. Roll Call

Present: Eva Vera, President
Marilyn Condit, Vice President
Joe Rubi, Secretary
Jess Reyes, Treasurer
J. Vern Cromartie

Also Present: Colin Coffey, Attorney
Barbara Kee, Recording Secretary

3. Approval of Minutes of the Board Meeting of January 14, 2008 and Board Study Session of January 25, 2008 – Action Items #080201 and #080202

A motion was made by Director Condit, seconded by Director Vera, to approve the minutes of January 14 and January 25, 2008. The motion was approved by the following vote:

Ayes: Directors Rubi, Condit, Vera, Reyes, Cromartie
Noes: None
Abstain: None

4. Public Comments

5. Special Presentation – Award of Grants

Grants were presented to the following organizations: Lions Center for the Visually Impaired, Stoneman Village I & II, Food Bank of Contra Costa and Solano, Contra Costa Crisis Center, Wellness Community Support Group, and Community Clinic Consortium. A representative was not available to accept a grant check on behalf of Stand Against Domestic Violence; therefore, this check will be sent by Certified Mail.

6. Financial Report – Action #080203

Director Rubi expressed concern regarding the new budget format, stating that the current expenditures are not reflected in the total budget number. Also, he does not believe the Kaiser Get Fit program should be inter-mingled with the District's fund. Therefore, he would like to request an audit or the entire period of 2006-07. He stated that it appears the stipends balance reflects only \$2,700 remaining for the year.

Director Reyes discussed the Profit and Loss Statement, and questioned if the \$350,000 Board Reserve is included in the cash balance. He also expressed the importance of Finance Committee meetings and indicated his desire to serve on this committee.

A motion was made by Director Reyes, seconded by Director Condit, to accept the Financial Report for February 2008. The motion was approved by the following vote:

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

The District's Accountant, Arlene Mose, addressed the Board, stating that she would urge the Board to set up a Finance Committee Meeting so she could clarify any questions by the Board and discuss the Investment Policy. She affirmed that the numbers reflected in the budget document are correct, and that the balances remaining are accurate for the fiscal year.

7. Partnership with Sutter-Delta – Gary Rapaport, CEO, Sutter Health

Mr. Rapaport addressed the Board and also introduced Rudine Monte, Director of the Foundation of Community Benefits for Sutter Delta. He made reference to Sutter-Delta's letter, dated February 7, 2008, proposing a partnership between Los Medanos Community Healthcare District and Sutter-Delta Medical Center in which LMCHD would provide financial assistance for District residents who use the Urgent Care Center, based on usage by District residents. This would amount to \$20 per visit, up to \$20,000 for the care of uninsured District residents. Also proposed is a partnership with Sutter-Delta to provide training for application assistance and coordination of insurance plans. Funds required for recruitment, training and supervision of volunteer application assistants would be \$10,000.

Additionally, Sutter-Delta is requesting collaboration with LMCHD to provide financial assistance to staff the First Aid booth at the Pittsburg Seafood Festival, for a total of \$2,000.

Members of the Board discussed previous considerations with the County for an urgent care center at this location. Attorney Colin Coffey stated that the expressed exchange at that time was that the County would free up space for an urgent care center. However, there have been no recent discussions regarding this matter.

Rudine Monte, Director of the Foundation of Community Benefits for Sutter Delta, discussed the term “uninsured people”, stating that this often includes people who are not on the County health plan and they are not eligible for Medi-Cal. She pointed out that there were 1,100 people in this category from the Pittsburg community last year, and a partnership with LMCHD would help to fill the gap. Sutter-Delta would handle administrative tasks, such as invoicing. In this way, LMCHD would be a partner in helping to provide direct care to people who live in the district.

It was the consensus of the Board to review this request and place it on the March Board Meeting agenda for consideration.

8. Review of Year-End Activity Report – John Muir Partnership – Lynn Baskett

Lynn Baskett, Executive Director, John Muir Health Alliance, referred to the year-end report distributed to the Board. She referred to a chart highlighting specific education and prevention activities, including the number of participants in the Pittsburg/Bay Point area. Also provided is a financial breakdown between clinical and administrative staff, as well as activities anticipated for 2008.

Ms. Baskett responded to questions by the Board regarding referral patients and staff classifications/training to work with these patients regarding such issues as health care enrollment and registration.

This report was noted, and will be made a part of the record.

9. Landscape Bids for 2/3 Acre Parcel Adjacent to Pittsburg Health Center on East Leland Avenue – Action #080204

Director Vera reported that she had received only one bid for this project, with an estimate of \$1,260 for weed abatement and rotatilling, and an optional estimate of \$960 to remove weeds only. She stated she is awaiting a response from the County regarding an estimate for this work, and recommended that she continue to seek bids and report back at the next Board meeting.

A motion was made by Director Reyes, seconded by Director Condit, to continue this matter to the next regular Board meeting. The motion was approved by the following vote:

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

10. LMCHD Bylaws Article V, Section 2, Re: Committee Structure – Action #080105

The Board discussed the need for a meeting to discuss the Budget and other financial issues. Director Rubi expressed opposition to scheduling a Finance Committee meeting at this time.

A motion was made by Director Reyes, seconded by Director Cromartie, to schedule a Board Study Session to discuss the 2007-08 Budget, as well as any recommendations concerning investments. The motion was approved by the following vote:

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

President Vera proposed that the Board approve the appointment of Directors Rubi and Reyes to serve on the Finance Committee. The motion was approved by the following vote:

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

A motion was made by Director Condit, seconded by Director Cromartie, that the Grants Committee conduct future meetings as a full Board Study Session. The motion was approved by the following vote:

Ayes: Directors Rubi, Condit, Vera, Reyes, Cromartie
Noes: None
Abstain: None

President Vera proposed that the Outreach Committee consist of Director Reyes and Director Reyes, with Director Cromartie serving as Chair. Director Cromartie proposed that language be added to include periodic review of the District's health profile, as well as the community relations status.

A motion was made by Director Reyes, seconded by Director Cromartie, to approve proposed revisions to the Bylaws, including responsibilities of the Finance Committee, Grants Committee and Outreach Committee, and including the following two text revisions: 1) that the Grants Committee be described as a Committee of the Whole; and 2) that the Outreach Committee periodically review the Health Profile

and community relations status and report back to the Board any recommendations. The motion was approved by the following vote:

Ayes: Directors Rubi, Condit, Vera, Reyes, Cromartie
Noes: None
Abstain: None

Attorney Coffey discussed a proposed draft charter as an outcome of the Board Study Session on January 25, in which the Fit Fest Committee would take on the character of a Citizens Advisory Committee and would include a description of the committee's functions and its authority. He recommended appointment of a core list of members to give the committee a formal existence.

Director Cromartie discussed the decision-making latitude by the program coordinator, and questioned if there should be oversight by the full Board.

A motion was made by Director Reyes, seconded by Director Condit, to approve the proposed Charter provisions for the Fit Fest Citizens Advisory Committee. The motion was approved by the following vote:

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

11. Ad hoc Committee Recommendations Re: CEO/Executive Director Position and Process for Recruitment – Action #070907

Director Cromartie reported that this committee has not met since its last meeting in 2007. Also, the committee would like to meet with a representative from Mt. Diablo Healthcare District to discuss a possible CEO joint service contract.

12. Board Comments

- **Approve Attendance to Special Districts Association Board Member Training – Action #081008 - Rubi**

A motion was made by Director Cromartie, seconded by Director Reyes, that the Board approve District funding for any Board member interested in attending the training on March 6 at Marina del Rey. The motion was approved by the following vote:

Ayes: Directors Rubi, Condit, Vera, Reyes, Cromartie
Noes: None
Abstain: None

13. Adjournment

There being no further business to come before the Board in Open Session, the meeting was adjourned at 9:02 p.m.

Respectfully submitted,

Barbara Kee
Board Recording Secretary