

MINUTES
LOS MEDANOS COMMUNITY HEALTHCARE DISTRICT
BOARD MEETING

Monday, February 8, 2010
6:30 P.M. – LMCHD Board Room

1. CALL TO ORDER

The meeting of the Los Medanos Community Healthcare District was called to order by President Turner at 6:30 P.M

2. ROLL CALL

Present: Darnell Turner, President
Marilyn Condit, Vice President
Jess Reyes, Treasurer
Eva Vera, Secretary
J. Vern Cromartie, Board Member

Absent: None

Also Present: Bobbi Palmer, Executive Director
Barbara Kee, Recording Secretary
Colin Coffey, Attorney
Rhonda Burke, Bookkeeper

3. PLEDGE OF ALLEGIANCE

The Board President requested that Mr. Greg Enholm lead in the Pledge of Allegiance.

4. PUBLIC COMMENTS

- Greg Enholm, Bay Point resident and member of the Democratic Central Committee for Contra Costa County, discussed his role as a committee member and welcomed the Board and audience members to attend future meetings.
- Joe Rubi, resident of Pittsburg, expressed his concern regarding failure to raise and lower the flags on the District property. The Executive Director was asked to follow up regarding this concern.

5. CONSENT CALENDAR

Director Reyes requested that Items 5.2, 5.3 and 5.4 be removed from the Consent Calendar for separate action.

5.1 Approval of Minutes – Regular Meeting of January 11, 2010 –Action #100201

A motion was made by Director Reyes, seconded by Director Turner, to approve the minutes as presented.

Director Cromartie proposed the following corrections:

1) On Page 3, Section 8.1, Paragraph 6, to state: *“Director Cromartie stated that he has reservations about approving this \$140,000 contract as he believes the Executive Director has the skill set to develop a Strategic Plan, Grant Procedures, and an Operations Manual. Dr. Cromartie pointed out that the Executive Director has an MBA. He also pointed out that the Executive Director was specifically hired to help the Board develop a Strategic Plan. Director Cromartie said that the \$140,000 would be better spent to provide money for direct services”*;

2) Page 4, Section 8.2, Paragraph 1, to state that *“Director Cromartie stated he was putting forth measures to correct injustices. He stated that it was an injustice that some agencies were not receiving equal treatment. For example, the Eddie Hart All-in-One Foundation was told by Director Turner and the Executive Director to provide invoices and receipts, when other grantees, such as the New Kids program, were not required to do so. He said the fair action to take would be to require all agencies receiving public funds in 2010 and 2011 be required to submit invoices and receipts. Director Cromartie expressed that the intent of the motion was to treat all agencies fairly and equally; and*

3) an added paragraph on Page 5, Section 8.2(b), following paragraph 3, to state that *“Director Cromartie pointed out that his motion had nothing to do with asking current grantees anything that was not included in the Guidelines, but his motion requested that the full Board at a Study Session review all mid-term and final reports for FY 2009-2010, and that the Board needed to have this study session as part of its fiduciary responsibility”*.

The Board President called for a vote on the motion, including proposed corrections:

AYES: Directors: Reyes, Cromartie

NOES: Directors: Condit, Vera, Turner

ABSENT: Directors: None

ABSTAIN: Directors: None

FAILED 2-3

A revised motion was made by Director Turner, seconded by Director Condit, to approve the minutes as written. The motion was approved by the following vote:

AYES: Directors: Condit, Vera, Turner

NOES: Directors: Reyes, Cromartie

ABSENT: Directors: None

ABSTAIN: Directors: None

APPROVED 3-2

5.2 Approval of Financial Report – Action #100202

- **Balance Sheet as of January 30, 2010**
- **Profit and Loss for January 30, 2010**
- **Budget vs. Actual July through January 30, 2010**

Accountant Arlene Mose responded to questions by Director Reyes regarding a transfer to the LAIF account, Proposition 1A Securitization receivable funds, the liabilities and equities fund balance, and health program budget expenditures, and expenditures under the Budget vs. Actual report. Ms. Mose recommended that the Board meet to review and approve a revised budget to include actions approved within the previous six months.

Ms. Palmer responded to Director Reyes's concern regarding the invoice for legal services.

A motion was made by Director Reyes, seconded by Director Cromartie, to approve the Financial Report through January 30, 2010. The motion was approved by the following vote:

AYES: Directors: Condit, Vera, Turner, Reyes, Cromartie

NOES: Directors: None

ABSENT: Directors: None

ABSTAIN: Directors: None

APPROVED 5-0

5.3 Transition Year Interim Grant Funding Proposals – Palmer/Fleetwood – Action #100203

Director Reyes moved, seconded by Director Cromartie, to table action regarding 5.3 and 5.4 until more information is received. The motion failed by the following vote:

AYES: Directors: Reyes, Cromartie

NOES: Directors: Condit, Vera, Turner

ABSENT: Directors: None

ABSTAIN: Directors: None

FAILED 2-3

A motion was made by Director Turner, seconded by Director Condit, to approve the Option 1 proposal discussed at the Board Study Session this evening.

Ms. Fleetwood of Home Base clarified that this action directs that the proposed Interim Grant Proposal process, Option 1, be pursued by the Grants Committee, and also requests that the Finance Committee review the affordability of this recommendation.

Ms. Fleetwood responded to concerns expressed by members of the Board that the materials related to this matter were not included previously with the Board packet.

The Board President called for a vote on the motion. The motion was approved by the following vote:

AYES: Directors: Condit, Vera, Turner

NOES: Directors: Reyes, Cromartie

ABSENT: Directors: None

ABSTAIN: Directors: None

APPROVED 3-2

5.4 Strategic Planning Interim Committee Restructure – Palmer/Fleetwood - Action #100204

Director Reyes moved, seconded by Director Cromartie, to table action regarding this matter until more information is received. The motion failed by the following vote:

AYES: Directors: Reyes, Cromartie

NOES: Directors: Condit, Vera, Turner

ABSENT: Directors: None

ABSTAIN: Directors: None

FAILED 2-3

A motion was made by Director Turner, seconded by Director Condit, to approve Strategic Planning proposed Interim Committee Restructure as reviewed at the Board Study Session this evening. The motion was approved by the following vote:

AYES: Directors: Condit, Vera, Turner

NOES: Directors: Reyes, Cromartie

ABSENT: Directors: None

ABSTAIN: Directors: None

APPROVED 3-2

6. COMMUNICATIONS/ INFORMATION ONLY

6.1 Letter/Invoice from Delta Memorial Hospital Foundation Re: Number of Visits to Sutter Delta Urgent Care Clinic by Residents of Pittsburg/Bay Point in December 2009.

- 6.2 Letter from City of Concord enclosing the Final EIR for the Concord Community Reuse Project (available on CD for checkout from LMCHD Library)**
- 6.3 Letters from Residents of Pittsburg and Bay Point Expressing Support Re: the Board's Decision to Approve Community Garden**
- 6.4 Charles Smith, Pittsburg Resident, Expressing Support of LMCHD's Greater Involvement In the Community**
- 6.5 Letters from Residents of Pittsburg and Bay Point Expressing Dissatisfaction Regarding Board Member Dialog Re: First Baptist Head Start Program Use of Grant Funds**
- 6.6 Linda Wheeler, Bay Point Resident, Questioning Continued Service of One Board Member on LMCHD Board**

All correspondence was noted and included as a permanent record of this meeting.

7. LEGISLATIVE REPORTS

7.1 2010 ACHD Leadership Program Accomplishments – Palmer

Director Turner has volunteered to serve as the legislative representative on behalf of LMCHD and will report back to the Board regarding health disparities.

8. EXECUTIVE DIRECTOR'S REPORT

Executive Director Palmer presented her report, dated February 2, 2010. This report is included with the Board file and permanent record of this meeting.

Ms. Palmer was requested to provide any reports received from grantees at future Board meetings.

9. ACTION ITEMS

9.1 Consider Recommendation from Outreach Committee to Provide Funding for Publication of the LMCHD Community Update Bulletin and to Add as a Budget Line Item in FY 2010 Budget Cycle – Action #100205

Director Cromartie requested that this item be continued to the next regular meeting of the Board.

9.2 Review/Approval of a Consultant Agreement with HomeBase, including Deliverables and Timeline, and Proposed Scope of Work for Strategic Planning (Revised) – Action #100206

Attorney Colin Coffey referred to his Summary Memorandum included with the Board packet, and discussed proposed changes to the Consultant Agreement.

This Summary Memorandum and the revised agreement, including all exhibits, is included with the Board file and permanent record of this meeting.

A motion was made by Director Condit, seconded by Director Vera, to approve the revised agreement with Home Base.

Director Cromatie is opposed to this action because he believes Bobbi Palmer has the skill set necessary to accomplish the work related to the Strategic Plan, grant procedures and an Operations Manual, and the \$140,000 could be better spent by providing money to individual organizations for direct services.

Joe Rubi, member of the public, expressed concern with the payment of \$140,000 to a consultant to work on the Strategic Plan, rather than the five members of the Board.

The Board President called for a vote on the motion. The motion was approved by the following vote:

AYES: Directors: Condit, Vera, Turner, Reyes

NOES: Directors: Cromartie

ABSENT: Directors: None

ABSTAIN: Directors: None

APPROVED 4-1

9.3 Executive Director Recommendation to Approve/Allocate \$3,000 to Pittsburg Unified School District Toward Purchase/Distribution of Jump Ropes for The American Heart Association Annual "Jump Rope Event" for 500 Students' Participation and Physical Exercise – Palmer – Action #100207

Executive Director Palmer discussed the recommendation to co-sponsor the Jump Rope for Heart event and approve allocation of \$3,000 in funding toward purchase of jump ropes for the event.

A motion was made by Director Turner, seconded by Director Reyes, to approve the recommendation. The motion was approved by the following vote:

AYES: Directors: Condit, Vera, Turner, Reyes, Cromartie

NOES: Directors: None

ABSENT: Directors: None

ABSTAIN: Directors: None

APPROVED 5-0

10. BOARD REPORTS

10.1 President's Report

- Board President Turner - reported that he attended the City of Pittsburg Planning Commission meeting in which the Community Garden use permit issue was considered and approved.
- Board President Turner - reported that he attended a meeting of the Special Districts Association.

10.2 Board Member Reports

- Director Condit - **LMCHD Board Role in Prevention of Domestic Violence** – reported on a meeting on Prevention of Domestic Violence. It is recommended that the Board participate with this program in 2010 to improve the delivery of care at the Pittsburg Health Center.

Executive Director Palmer stated that she would bring back recommendations to the Board in terms of how our District might become involved in the summit activities.

- Director Condit – Elizabeth Williams, Fit Fest Coordinator, will be holding a Fit Fest meeting on February 19. Ms. Williams will be reporting to the Board at an upcoming meeting regarding progress to date.
- Director Condit – reported that the next Community Garden Committee meeting will be held on February 10, at 12:00 Noon.

Members of the Board discussed Community Garden committee meeting dates, as well as committee representation. Director Condit stated she would attempt to change future meeting dates to accommodate committee members' schedules.

- Director Reyes - responded to comments in Communication items 6.5 and 6.6. His written comments are included with the Board agenda information and a part of the permanent record of this meeting.

10.3 Treasurer's Report

- **Contra Costa County Prop 1A SRA Transfers** – Arlene Mose, CPA, responded to questions by the Board.

10.4 Legal Counsel Report - None

10.5 Committee Reports/Recommendations

- **Finance Committee**
 - **Minutes of January 18 Meeting** – Reyes/Turner
- **Administrative, Real Estate and Legal Committee Meeting**
 - **Minutes of January 15 Meeting** – Turner/Vera
- **Outreach Committee**
 - **Minutes of January 30 Meeting** – Cromartie/Reyes

10. ADJOURNMENT - Next Meeting: March 8, 2010 - Suggested Agenda Items

Items recommended for the March 9 meeting include 1) Recommendation from Outreach Committee to Provide Funding for Publication of the LMCHD Community Update Bulletin; 2) an update regarding Fit Fest; 3) report re: Domestic Violence Summit; and 4) the RFP process for auditor; and 4) presentation by Steve Harris re: building issues.

There being no further business to come before the Board, the meeting was adjourned at 8:30 p.m.

Barbara Kee
Board Recording Secretary

Eva Vera
Board Secretary