

MINUTES  
LOS MEDANOS COMMUNITY HEALTHCARE DISTRICT  
BOARD MEETING

Monday, April 12, 2010  
6:50 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 6:50 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  
Arlene Mose, Accountant  
Rhonda Burke, Bookkeeper  
Marty Fleetwood, Home Base  
Jason Satterfield, Home Base  
Cynthia Nagendra, Home Base  
Danielle Wildcress, Home Base

**3. PLEDGE OF ALLEGIANCE**

Board President Turner led in the Pledge of Allegiance.

**4. PUBLIC COMMENTS**

**5. SPECIAL PRESENTATION**

- **Update on Fit Fest 2010** – Elizabeth Williams, Fit Fest Coordinator

Ms. Williams addressed the Board and discussed the progress of the Fit Fest event scheduled for June 5, from 8:00 a.m. to 3:00 p.m., at the Los Medanos Community College.

**6. CONSENT CALENDAR**

**6.1 Approval of Minutes – Study Session of March 8, 2010 – Action #100401**

**Regular Meeting of March 8, 2010 – Action #100402**

**Special Meeting of March 29, 2010 – Action #100403**

- 6.2 Approval of Financial Report – Action #100404**
  - **Balance Sheet as of March 31, 2010**
  - **Profit and Loss for March 31, 2010**
  - **Budget vs. Actual July through March 31, 2010**
- 6.3 Adopt Resolution Requesting U.S. Senators Barbara Boxer and Dianne Feinstein Recommend the U.S. Senate Pass HR-3221 “Student Aid and Fiscal Responsibility Act” Providing Funding for All U.S. Community Colleges and Especially for the Contra Costa Community College District, Including Los Medanos College, Diablo Valley College, and Contra Costa College – Resolution #100405**
- 6.4 Approval of Board Member Attendance to Special District and Local Government Institute Advanced Studies Program April 22-23, 2010 – Action #100406**
- 6.5 Selection of Darnell Turner as Voting Delegate During the ACHD 58<sup>th</sup> Annual Meeting on May 12-14, 2010 – Action #10007**

Director Cromartie requested removal of Item 6.5 from the Consent Calendar.

A motion was made by Director Condit, seconded by Director Vera, to approve the Consent Calendar, with the exception of Item 6.5, which will be considered under Action Items.

Director Cromartie indicated he would abstain on the motion to approve the Consent Calendar due to a potential conflict of interest on Item 6.3.

The motion was approved by the following vote:

AYES: Directors: Condit, Vera, Turner, Reyes

NOES: Directors: None

ABSENT: Directors: None

ABSTAIN: Directors: Cromartie

**APPROVED 4-0-0-1**

## **7. COMMUNICATIONS/ INFORMATION ONLY**

- 7.1 Kevin W. Concannon, Under Secretary, Food, Nutrition and Consumer Services, USDA, acknowledging LMCHD’s letter expressing support for Farm to School Programs.**
- 7.2 Letter from Sandra Castillo, RN, Ed.d, Nursing Program, Los Medanos College, thanking LMCHD for the potential opportunity to extend funding, and asking to be kept informed regarding future opportunities.**

- 7.3 **Rudeen Monte, M.S., Delta Memorial Hospital Foundation, requesting to be notified when LMCHD will be accepting funding proposals for Sutter Delta Urgent Care Clinic.**
- 7.4 **CC Local Agency Formation Commission, enclosing FY 2010-11 LAFCO Budget.**
- 7.5 **James Hamil, Program Manager, California Communities Joint Powers Authority, thanking LMCHD for its continued support.**
- 7.6 **Gloria Magleby, President, Bay Point Changer of Commerce, Re: First Annual Community Yard Sale.**
- 7.7 **Newsletter from Food Bank of Contra Costa and Solano Re: Holiday Food for All and State Budget Update**

All communications were noted and will be made a permanent record of this meeting.

#### **8. LEGISLATIVE REPORTS – Turner**

- Reported that he attended a Legislative Day in Sacramento, sponsored by ACHD, Re: AB 726

#### **9. EXECUTIVE DIRECTOR'S REPORT- Palmer**

Executive Director Palmer presented her report, dated April 6, 2010, outlining meetings that she has attended during the past month. This report is included with the Board file and permanent record of this meeting.

Ms. Palmer responded to a question by Director Condit regarding proposed plans for a School-linked services integrated Model collaborative, to include nursing and dental services with LMCHD involvement.

Ms. Palmer responded to a question by Director Cromartie regarding plans for the East Contra Costa African American Health Summit on health-related issues in 2010.

Marion DePuit, representing John Muir Health, stated that her understanding, based on a meeting with Federal Glover's office, is that a Health Summit is proposed for September 2011. This was confirmed by Ms. Palmer.

#### **10. ACTION ITEMS**

**6.5 (Removed from Consent Calendar) Selection of Darnell Turner as Voting Delegate During the ACHD 58<sup>th</sup> Annual Meeting on May 12-14, 2010 – Action#100407**

Director Cromartie read into the record a Position Statement on Darnell Turner's Nomination as a Voting Delegate during the ACHD 58<sup>th</sup> Annual Meeting on May 12-14, 2010. This Statement is included with the Board file and permanent record of this meeting.

A motion was made by Director Turner, seconded by Director Condit, to nominate Darnell Turner as a Voting Delegate during the ACHD 58<sup>th</sup> Annual Meeting on May 12-14, 2010. 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**

**10.1 Approve Finance Committee Recommendations Re: 2010-2011 Budget – Action #100408**

Arlene Mose, LMCHD Accountant, discussed the updated Fiscal Years 2010 and 2011 Budget, approved by the Finance Committee on March 15, 2010. The Finance Committee also approved an added line item for the networking Open House scheduled for May 26 in the amount of \$3,200, which is not reflected in this document.

This budget report is included with the Board file and permanent record of this meeting.

A motion was made by Director Reyes, seconded by Director Turner, to approve the mid-year budget report, including the addition of the line item for the Open House Reception in the amount of \$3,200. 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**

**10.2 Authorize/Approve a Public Letter of Apology to First Baptist Church and First Baptist Head Start from the LMCHD Board of Directors – Action #100409**

Executive Director Palmer referred to a statement included with the Board packet describing the process facilitated by Home Base, attendees at the meeting, and the letter sent to First Baptist Church and to the First Baptist Head Start Program.

Director Cromartie expressed disappointment that he was not invited to participate at the March 10 meeting as he supported the First Baptist grant application.

A motion was made by Director Cromartie, seconded by Director Reyes, to approve the public letter of apology. 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**

**10.3 Approve Finance Committee Recommendation to Contract with Patel and Associates for Audit Services – Action #100410**

Executive Director Palmer referred to the staff memorandum dated April 6, 10 discussing the recommendation to approve the award of contract to Patel and Associates for auditing services. Two bids were submitted for this service. This report is included with the Board file and permanent record of this meeting.

Arlene Mose, LMCHD Accountant, responded to questions by Linda Anderson, representing First Baptist Church and Mr. Mims, representing the Black Political Association.

A motion was made by Director Reyes, seconded by Director Condit, to approve the Finance Committee Recommendation to Contract with Patel and Associates for Audit Services. 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**

**10.4 Strategic Planning Process – Adopt LMCHD Mission, Vision and Guiding Principles – Action #100411**

Marty Fleetwood of Home Base recommended that this item be continued for consideration following Study Sessions on April 19 and May 3. This was agreeable to members of the Board.

**11. BOARD REPORTS**

**11.1 President's Report**

**11.2 Board Member Reports**

- Director Condit reported on the progress of the Community Garden.
- Director Cromartie reported on attendance to a meeting at Federal Glover's office regarding a Health Care Summit centered around African-American issues.

**11.1 Treasurer's Report**

## **11.2 Legal Counsel Report**

Attorney Colin Coffey reported regarding the recently-approved interim grant for the AED Program and conformance with existing grant policies. The attorney was of the opinion that this program did not fall within the parameters of the existing interim grant policies, and recommended the Board consider at its next meeting how LMCHD would like go about funding the AED program. He suggested that the District may wish to ask the service provider to submit a proposal with parameters similar to the District's Eyeglasses Program, and thereby, consider renewing the relationship with CPR FAST, with the District serving as program sponsor.

Mr. Mims, representing the Black Political Association, complimented Director Condit for her involvement with efforts to save lives, and urged members of the Board not to lose site of this.

This matter was referred to the staff for follow up and a recommendation for consideration at the next regular Board meeting

## **11.3 Committee Reports/Recommendations/Minutes**

- **Finance Committee**
- **Administrative, Real Estate and Legal Committee Meeting**
- **Community Garden Committee**
  - **March 5 and March 24, 2010 Meeting Minutes**
  - **Proposed Guidelines and Procedures**
- **Fit Fest Committee - February 19 and March 19, 2010 Meeting Minutes**
- **Eyeglasses Committee**
- **Outreach Committee – March 12, 2010 Meeting Minutes**
- **Grants & Policy Committee**

## **12. ADJOURNMENT - Next Meeting: May 10, 2010**

There being no further business to come before the Board, the meeting was adjourned at 8:35 p.m.

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Barbara Kee  
Board Recording Secretary

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Eva Vera  
Board Secretary