

MINUTES
LOS MEDANOS COMMUNITY HEALTHCARE DISTRICT
BOARD MEETING

Monday, May 10, 2010
6:35p.m. – LMCHD Board Room

1. Call to order/Roll Call

The meeting of the Los Medanos Community Healthcare District was called to order by President Darnell Turner at 6:35 p.m.

Roll Call

Present: Darnell Turner, President
Marilyn Condit, Vice President
Jess Reyes, Treasurer
Eva Vera, Secretary
J. Vern Cromartie, Board Member (arrived at 6:36 p.m.)

Absent: None

Also Present: Bobbi Palmer, Executive Director
Suzanne Salvin, Substitute Recording Secretary
Colin Coffey, Attorney
Arlene Mose, Accountant
Marty Fleetwood, Home Base
Cynthia Nagendra, Home Base
Danielle Wildcress, Home Base

2. Pledge of Allegiance

Eva Vera led in the Pledge of Allegiance.

3. Public Comments

Mr. Mims addressed the Board with his concern of the lack of understanding of Board members to know that people have a right to criticize them, under the Brown Act.

4. Consent Calendar

- 4.1 **Approval of Minutes**-Regular Meeting of April 12, 2010-Action #100501
Study Session of April 12, 2010- Action #100502
Study Session of April 20, 2010
- 4.2 **Approval of Financial Report (Given Orally) – Action#100503**
 - **Balance Sheet as of April 30, 2010**
 - **Profit and Loss for April 30, 2010**
 - **Budget vs. Actual July through April 30th**

4.3 Approval of Board Member Attendance to Special District and Local Government Institute Administration Seminar- June 10-11, 2010- Action #100404

A motion was made by Director Conduit, seconded by Director Turner, to approve the Consent Calendar. The motion was approved by the following vote:

AYES: Directors: Conduit, Cromartie, Reyes, Turner, Vera
NOES: Directors: None
ABSENT: Directors: None
ABSTAIN: Directors: None

APPROVED 5-0

5. COMMUNICATIONS/INFORMATION ONLY

- 5.1 Patient Protection and Affordable Care Act Implantation Timeline**
- 5.2 Joseph Milani, President, Stoneman Village I &II, Thanking Los Medanos Community HealthCare District Board for Interim Grant Funding to Support the Dinner Meal Program at Stoneman Village.**
- 5.3 Larry Sly, Executive Director, Food Bank of Contra Costa and Solano, Expressing Appreciation to the LMCHD Board for Continued Support through the Special Interim Grant Program.**
- 5.4 Gloria J Sandoval, Executive Director, STAND! Against Domestic Violence, Thanking the LMCHD Board for Support of STAND! Against Domestic Violence Interim Grant Funding.**
- 5.5 Rudeen Monte, Director of Philanthropy and Community Benefit, Delta Memorial Hospital Foundation, Presenting a Report/Invoice for individuals served during February and March 2010.**
- 5.6 Contra Costa Local Agency Formation Commission Announcing Results of Independent Special District Selection Committee/Election.**
- 5.7 Pamela Eck, Marketing Project Specialist, ACHD, announcing that Andreini & Company has joined ACHD-ALPHA Fund Sponsorship Alliance Program as a new Silver Sponsor.**

Executive Director Palmer presented the Board with a Thank You card from Student Services, Pittsburg Unified School District, signed by Dr. Rejois Frazier-Myers, Heidi Souder, Kathleen Mossman and Maria Espinosa. Attached was an "I make a Difference" pin.

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

6. LEGISLATIVE REPORTS- Turner

7. Executive Directors Report- Palmer

Executive Director Palmer presented her report dated May 4, 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. The executive Director suggested that the Action item 100506 concerning the Review/Approval of Contract for Purchase of AEDs and Education Services –CPR FAST- be tabled until legislation issues have been cleared up.

Ms. Palmer also announced a new Administrative Assistant, Vanita Daniels, whose hours will be from 9a.m.-4p.m. Monday through Friday.

The LMCHD Annual Reception on Wednesday May 26, 2010

- Bidder’s conference scheduled from 4- 5p.m.
- Groundbreaking ceremony for Community Garden from 5-5:30p.m.
- Roof-Top Reception 5:30 to 7:00p.m.

8. Action Items

8.1 Review/Approval of Contract for Purchase of AEDs and Education Services-CPR FAST- Action #100505

There was a discussion about the cost of the AED program, and questions raised about how many units have been purchased and where they are. How often they have been used? Information should be in binders for Board members to review. Director Cromartie would like a representative from CPR FAST to come to Board meeting to answer questions. MS. Palmer suggested the board take the opportunity to clarify issues and table the discussion for the next Board Meeting with more information to work with.

Director Reyes made a motion to table the Action item 8.1 Review/Approval of Contract for Purchase of AEDs and Education Services-CPR FAST- Action #100505; seconded by Director Cromartie. The motion was approved by the following Vote:

AYES: Cromartie, Reyes, Turner, Vera
NOES: Condit
ABSENT: None
ABSTAIN: None

APPROVED 4-1

9.2 Authorization to Advertise for Bids for Weekly and Monthly Landscaping Services- Action 100507

Director made a motion, seconded by Director Turner to approve the authorization to advertise for Bids for weekly and monthly landscaping services. The motion was approved by the following vote:

AYES: Directors: Conduit, Cromartie, Reyes, Turner, Vera
NOES: Directors: None
ABSENT: Directors: None
ABSTAIN: Directors: None

Approved 5-0

9.3 Strategic Planning Process- Adopt LMCHD Mission, Vision, and Guiding Principles- Action #100508

Director Cromartie read into the record a Position Statement on the Scheduling of Study Session meetings. This statement is included with the Board file and permanent record of this meeting.

A motion was made by Director Reyes, seconded by Director Condit to approve the adoption of the LMCHD Mission, Vision, and Guiding Principles. The motion was approved by the following vote:

AYES: Directors: Conduit, Reyes, Turner, Vera
NOES: Directors: Cromartie
ABSENT: Directors: None
ABSTAIN: Directors: None

APPROVED 4-1

8.4 Review/Approval of the Grants and Policy Committee and Finance Committee's recommendations RE: Grant Guidelines and Related Information- Action #100509

A motion was made by Director Reyes, seconded by director Condit, to approve the Grants and Policy and Finance Committees' recommendations with the corrections made during the Study Session. The motion was approved by the following vote:

AYES: Directors: Conduit, Reyes, Turner, Vera
NOES: Directors: Cromartie
ABSENT: Directors: None
ABSTAIN: Directors: None

APPROVED 4-1

**8.5 Review/Approval of the Accountant Recommendation RE:
Accounting Policy Updates- Action #100510**

A motion was made by Director Reyes, seconded by Director Condit, to approve the Finance Committees recommendation to update the outdated accounting manual. The motion was approved by the following vote:

AYES: Directors: Conduit, Cromartie, Reyes, Turner, Vera
NOES: Directors: None
ABSENT: Directors: None
ABSTAIN: Directors: None

APPROVED 5-0

9. Board Reports

9.1 President's Report

President Turner reported on the recent training, specifically the Finance and Brown Act detailed information. He looks forward to seeing everyone on May 26th at the Annual Reception.

Director Condit reports on the progress of the Garden, and a lottery to determine how the plots will be assigned. Director Condit was also happy to announce that the Pittsburg High School Band would be performing at Fit Fest this year. She concluded with the need for more resources in regards to Domestic violence.

Director Vera reports of progress of the Grants and Policy draft presented at tonight's meeting.

Director Reyes will have a report by next Board meeting, when the Projected Allocation of revenue from the county has been decided.

10. Future Items

- Recommendation of where to donate old printer/Fax machines.
- Fit Fest report at June Board Meeting.
- New Administrative Assistant to attend Board meeting

11. Adjournment- Next Meeting June

There being no further business to come before the Board, the meeting was adjourned at 7:41p.m.

Suzanne Salvin

Substitute Board Recording Secretary