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“A Public Entity Serving East County”

REGULAR BOARD MEETING 6:30 P.M.

November 14, 2011

Board of Directors

President: Darnell Turner
Vice President: Marilyn Condit
Secretary: Linda Strong
Treasurer: Eva Vera
Directors: J. Vern Cromartie, Ed.D

Staff:

Bobbi Palmer, CEO, MBA, MSW
Barbara Kee, Executive Assistant
Melinda Harris, Administrative Assistant

Staff Support:

Colin Coffey, District Counsel
Elisa Heinrich (Temp. Accountant)
Rhonda Burke, Bookkeeper
Eric Akeson, Webmaster

REGULAR MEETING AGENDA

1. CALL TO ORDER/ROLL CALL
2. PLEDGE OF ALLEGIANCE
3. PHYSICAL ACTIVITY EVENT (5 minutes) – Eva Vera
4. PUBLIC COMMENTS – Non Agenda Items (3 minutes/person)
5. SPECIAL PRESENTATIONS
6. CONSENT CALENDAR

Items are typically routine in nature and are considered for approval by the Board with one single action. The Board of Directors or member of the audience may request removal of an item from the Consent Calendar for purposes of discussion and consideration under “Action Items”.

- 6.1 Approval of Minutes – Regular Meeting of October 10, 2011 – **Action #111101**
Study Session of October 31, 2011 – **Action #111102**

- 6.2 Approval of Financial Report – **Action #111103**
 - Balance Sheet as of September 30, 2011
 - Profit and Loss for September 30, 2011
 - Budget vs. Actual July through September 30, 2011
 - Cash Disbursements – September and October 31, 2011

7. LEGISLATIVE REPORTS – None

8. EXECUTIVE DIRECTOR'S REPORT – Palmer

8.1 Legal Services Engagement Agreement

9. ACTION ITEMS

9.1 Review/Approve acceptance of letter of engagement to conduct FY 2011 Audit Services – Action #111004

9.2 Review/Approve renewal of contract for bookkeeping services with RLB Bookkeeping (Rhonda Burke) for an amount not to exceed \$750/month –Action #111005

9.3 Review/Approve renewal of contract for landscaping and maintenance services with Edward Hawkins Landscaping for an amount not to exceed \$900/month – Action #111106

9.4 Review/Approve contract for IT support services for an amount not to exceed \$3,500 annually- Action #111107

10. BOARD REPORTS

10.1 President's Report – Report Re: Closed Sessions on Oct. 17 and November 14, 2011

10.2 Board Reports

10.3 Treasurer's Report

10.4 Legal Counsel Report

10.5 Committee's Reports/Recommendations/Minutes

- Garden Committee – Oct. 12 & 26, 2011
- Finance Committee of the Whole – Oct. meeting cancelled
- REAL Committee – Oct. 14, 2011
- DPAC Committee – Oct. 21, 2011
- Grants and Policy Committee – No meeting.

11. COMMUNICATIONS/ INFORMATION ONLY

12. ADJOURNMENT

Standing, Ad hoc Committees/Study Sessions	Date	Representatives
REAL Committee	November 11 - Cancelled	Turner, Vera
Board Closed Session	Monday, Nov. 14 – 6:00 p.m.	All Board members
District Program & Activities Committee	Friday, Nov. 18 – 12:30 p.m.	Turner, Condit
Finance Committee of the Whole Mtg.	Monday, Nov. 21 – 6:00 p.m.	All Board members
Board Study Session	Tuesday, Nov. 29 – 6:30 p.m.	All Board members
Grants & Policy Committee	To be scheduled	Condit, Strong
Community Garden Committee	Wednesday, Nov. 30 – 6:00 p.m.	Condit, Strong
	LMCHD OFFICE CLOSED NOV. 23, 12:00 Noon	
	and NOV. 24-25 for Thanksgiving Holiday	
Upcoming Community Events	Contra Costa Women’s Health Summit-November 14	

All public records relating to an agenda item on this agenda are available for public inspection at the time the record is distributed to all, or a majority of all, members of the Board. Such records shall be available at the District office located at 2311 Loveridge Road, Pittsburg, California.

ACCESSIBLE PUBLIC MEETINGS: Upon request, LMCHD will provide written agenda materials in appropriate alternative formats, or disability-related modification or accommodation, including auxiliary aids or services, to enable individuals with disabilities to participate in public meetings. Please send a written request at least 72 hours before the meeting to the District Board Secretary, LMCHD, Pittsburg, CA 94565, or to barkee1@att.net, stating your name, mailing address, and phone number and/or email address.



CERTIFICATE OF POSTING

I certify that on October 6, 2011, I posted a copy of the foregoing agenda near the regular meeting place of the Board of Directors of Los Medanos Community Healthcare District, said time being at least 72 hours in advance of the meeting of the Board of Directors.

Barbara Kee, Board Secretary