

MINUTES  
LOS MEDANOS COMMUNITY HEALTHCARE DISTRICT  
BOARD MEETING

April 11, 2011  
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 Board President Turner at 6:30 P.M

**2. ROLL CALL/ PLEDGE OF ALLEGIANCE**

Present: Darnell Turner, President  
Linda Strong, Secretary  
Eva Vera, Secretary  
J. Vern Cromartie, Board Member

Absent: Marilyn Condit, Vice President

Also Present: Bobbi Palmer, Executive Director  
Barbara Kee, Recording Secretary  
Colin Coffey, Attorney  
Arlene Mose, Accountant

Director Turner led in the Pledge of Allegiance.

**3. PUBLIC COMMENTS – Non Agenda Items (3 minutes/person)**

- Alexandra Endress, representing the Pittsburg Arts and Community Foundation, addressed the Board and provided an update regarding the May 7 Family Fit Fest and bicycle event. Ms. Endress stated that they have exceeded their goal in receiving both in-kind and monetary contributions, and she expressed disappointment that LMCHD would not be participating in the event.

**4. SPECIAL PRESENTATION**

**4.1 June Wallace of the Organ Donor Network - Proclamation Recognizing National Donate Life Month**

Ms. Wallace, Community Outreach Liaison for the California Transplant Donor Network, stated that April is National Donate Life Month and encouraged those in attendance to make a decision about being organ donors. She reported that there are in excess of 21,000 people on the waiting list in California to receive organ transplants, and the wait time to receive organs has tripled over the last several year.

The Board President presented Ms. Wallace with a Proclamation on behalf of LMCHD.

4.2 Lynn Overcashier of 511 Contra Costa – Resolution Promoting “Bike to Work Day” – **Action #110401**

Ms. Overcashier of 511 Contra Costa Organization, addressed the Board and distributed information regarding their program and discussed some of the efforts being made to encourage people to not use alternative means of transportation, whenever possible, during the month of May. Director Strong read the Resolution Promoting “Bike to Work Day” on behalf of the LMCHD Board of Directors. Following unanimous adoption by the Board, the Resolution was presented to Ms. Cashier.

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

**5. CONSENT CALENDAR**

5.1 Approval of Minutes – Regular Meeting of March 14, 2011 – **Action #110402**  
Study Session March 14, 2011 – **Action #110403**

Director Cromartie noted a correction to Page 3, Item 8.2, of the Regular Meeting minutes to state “*Director Cromartie reported regarding his recent attendance to the Pacific Sociological Association Conference in Seattle, Washington in which is participated in discussions regarding health care agencies’ social policies.*”

5.2 Approval of February Financial Report – **Action #110404**

- Balance Sheet as of February 28, 2011
- Profit and Loss for February 28, 2011
- Budget vs. Actual July through February 28, 2011

Approval of March Financial Report – **Action #110405**

- Balance Sheet as of March 31, 2011
- Profit and Loss for March 31, 2011
- Budget vs. Actual July through March 31, 2011

5.3 Approval for attendance to Special District and Local Government Institute Advanced Studies – April 28-29, 2011 – **Action #110306**

5.4 Approval of attendance to ACHD 59<sup>th</sup> Annual Meeting – May 11-13, 2011 – **Action #110407**

A motion was made by Director Cromartie, seconded by Director Vera, to approve the Consent Calendar as presented, with the correction to the Regular Meeting minutes of March 14, 2011. The motion was approved by the following vote:

AYES: Directors: Strong, Vera, Cromartie, Turner

NOES: Directors: None

ABSENT: Directors: Condit,

ABSTAIN: Directors: None

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

**6. LEGISLATIVE REPORTS – Turner**

- 6.1 Board President Turner urged the Board to follow closely the impacts resulting from changes in the Federal Budget as these will also have a local impact.

**7. EXECUTIVE DIRECTOR’S REPORT – Palmer**

- Executive Director Palmer presented her report, dated April 4, 2011, outlining progress and activities during the past 30 days. This information is included in the material distributed to the Board and to the public, and will be maintained as a permanent record.
- Ms. Palmer discussed an invitation to members of the Board received from Gerry Morucci, Physical Educator at Heights Elementary School, for an event on Thursday, April 14, which is part of the Fitness Cubed Program.
- Ms. Palmer announced that the annual Roof-top Reception is scheduled for May 25, from 5:30 to 7:00 p.m.

**8. ACTION ITEMS**

- 8.1 Finance Committee Recommendation to Approve the Award of Bid to CBRE for appraisal services for the 59,000 square foot medical building and three adjacent sites at 2311 Loveridge Road – **Action #110408**

The Board reviewed the report, dated April 5, 2011, outlining the Finance Committee’s recommendation.

A motion was made by Director Strong, seconded by Director Vera, to accept the bid from CBRE Services.

Board President Turner responded by Board Member Cromartie’s concern that no bids were received from companies within the District boundaries, stating that the advertisement covered the entire East Bay.

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

AYES: Directors: Strong, Vera, Turner

NOES: Directors: None

ABSENT: Directors: Condit,

ABSTAIN: Directors: Cromartie

**APPROVED 3-0-1-1**

## **9. BOARD REPORTS**

### **9.1 President's Report**

- Report Re: April 5 Closed Session Re: Labor Negotiations pursuant to Government Code Section 54957.6: Executive Director Agreement – No action to report
- Ethics Training – Urged Board Members to complete training.
- Announced that this Saturday, April 16, Supervisor Glover's office will sponsor an annual Youth Summit at Los Medanos Community College.

### **9.1 Treasurer's Report**

### **9.2 Legal Counsel Report**

### **9.5 Committee's Reports/Recommendations/Minutes**

- Garden Committee – Director Strong discussed the Garden Committee minutes, dated March 23, 2011, included with the Board material.
- Grants and Policy Committee
- Finance Committee – Director Vera reported regarding a Finance Committee discussion regarding establishment of a possible relationship with another banking institution.
- Administration, Real Estate and Legal Committee (REAL) – Director Vera reported regarding the March 30 REAL Committee discussion regarding purchase of Ipad's for Board and staff members.
- District Projects and Activities Committee (DPAC) – Director Turner discussed the DPAC meeting minutes, dated March 18, 2011.

## **10. COMMUNICATIONS/ INFORMATION ONLY**

- 10.1** Nancy A. Brown, Chief Executive Officer, American Heart Association, Dallas, TX, thanking LMCHD for sending the first quarter working capital advance.
- 10.2** Arika Spencer-Brown advising that First Baptist Head Start will notify the Grants and Policy Committee 30 days prior to upstart in order to receive its next disbursement.
- 10.3** Robert Cleveland, Executive Director, East County Boys and Girls Club, reporting that their organization has not used any of the initial 25% working capital advance to date.
- 10.4** Elaine S. Prendergast, Executive Director, Center for Human Development, reporting a delay in allocating funds awarded by LMCHD due to personnel changes.
- 10.5** Gerry Morucci, c/o Heights Elementary School, presenting receipts and expenditures of Discretionary Funds.
- 10.6** Phil Thomas, Food Pantry Coordinator, presenting receipts and expenditures of Discretionary Funds.
- 10.7** Report from Pittsburg Unified School District Re: Student Eyeglasses Program referrals and expenditures from 2/25/2011-3/24/2011

**11. ADJOURNMENT - Next Regular Meeting: May 2, 2011**

There being no further business to come before the Board, the meeting was adjourned at 7:10 p.m.

---

Barbara Kee  
Board Recording Secretary

---

Linda Strong  
Board Secretary