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# LMCHD REGULAR BOARD MEETING

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January 11, 2021 – 7:00 p.m.

*In accordance with the Governor's Executive Order N-33-20, and for the period in which the Order remains in effect, the Los Medanos Community Healthcare District (LMCHD) Board Room will be closed to the public. During this period of time, the LMCHD Board of Directors has arranged for members of the public to observe and address the meeting telephonically.*

MEETING CAN BE ACCESSED TELEPHONICALLY VIA ZOOM

Dial: 669-900-9128 US (San Jose) Meeting ID: 810 9019 7124 Passcode 12345

MINUTES  
REGULAR BOARD MEETING  
LOS MEDANOS COMMUNITY HEALTHCARE DISTRICT  
Monday, December 14, 2020  
7:00 p.m. – Via Zoom

**1. CALL TO ORDER/ROLL CALL**

The meeting was called to order at 7:09 p.m.

Roll Call

Present: Directors: Mason, Young, Strong

Absent: Directors: Fountain, Cromartie

**2. PLEDGE OF ALLEGIANCE**

Director Strong led in the Pledge of Allegiance.

**3. LMCHD MISSION: *LMCHD identifies health disparities among District residents and contributes to solutions* – LMCHD VISION: *LMCHD is cultivating a community in which good health may flourish for all District residents***

**4. PUBLIC COMMENTS – Non-Agenda Items** (3 minutes/individual) – No public comments.

**5. BOARD REORGANIZATION**

**5.1** Honoring Board Member J. Vern Cromartie, Ed.D. – Not present

**5.2** Certification of November 3, 2020 Election Results/Oath of Office – **Action #201201**

The Executive Director reviewed the results of the November 3, 2020 election. There was a total of 51,577 registered voters, and there were three LMCHD candidates on the ballot. The successful candidates were:

Dennisha Marsh  
Director Lee Mason

Staff member Barbara Kee administrated the Oath of Office to the successful candidates and congratulated them on their election. New members should sign their respective Oaths of Office and return to the LMCHD Office.

### 5.3 Nominations and Election of Board Officers

The Board President opened nominations for LMCHD Board President.

A motion was made by Director Mason, seconded Director Strong, to appoint Director Young as Board President for 2021. There were no subsequent nominations; therefore, Director Young was unanimously approved to serve as Board President for 2021.

Director Young nominated Director Lee Mason to serve as Vice President. There were no subsequent nominations; therefore, Director Mason was unanimously approved to serve as Board Vice President for 2021

Director Young nominated Director Mason for 2021. There were no subsequent nominations; therefore, Director Mason was unanimously approved to serve as Board Secretary for 2021.

Director Young nominated Director Strong as Treasurer for 2021. There were no subsequent nominations; therefore, Director Strong was unanimously approved to serve as Board Treasurer for 2021.

### 5.4 Approve Schedule of Meetings for 2021 – **Action #201202**

The Board reviewed the Schedule of Meetings and Deadlines for 2021. Executive Director Thorpe questioned the deadline dates for consistency with the Agenda Planning process. This will be researched and brought back for consideration.

A motion was made by Director Strong, seconded by Director Mason, to approve the schedule of meetings and bring back the deadline dates for review and approval at the next regular meeting.

The motion was approved unanimously.

## 6. SPECIAL PRESENTATIONS

**6.1 Presentation - Food Empowerment Project – *Jasmine Cisneros/Lauren Ornelas and Elise Brannan***

Elise Brannan, a Pittsburg community member and small Pittsburg business owner, gave a presentation on “Growing Healthy People for Pittsburg” and its mission. She explained that they are a community activist group that advocates for accessibility to affordable healthy produce and food within the community through food cooperatives, community gardens and farmers’ markets.

Lauren Ornelas, founder of the Food Empowerment Project, presented a survey report on healthy food. The main goal is to identify and assist low income and minority communities with being able to have healthy foods available. The team consists of professors from local universities and community organizations that help clean local stores, insuring proper and appealing signage to bring awareness to the fresh, frozen, canned fruits and veggies being sold. The work is free, but with the survey reports and numbers they can team up with gardens in the area and source out other funders to help the community. The board enjoyed the presentation and both presenters will keep in contact with the community garden’s Outreach Specialist.

***Items listed under the Consent Calendar include reviewed reports and recommendations and are acted upon by one motion of the Board. Any item included under the Consent Calendar may be pulled for discussion and action separate from the Consent Calendar by any member of the Board or any member of the audience.***

**7. CONSENT CALENDAR - Action No. 201203**

A motion was made by Director Mason, seconded by Director Strong, to approve the Consent Calendar, Action Item #201203. ***Director Strong requested the following corrections be made to the minutes of November 9, 2020:***

**7.1 Minutes – Regular Meeting of November 9, 2020**

Director Strong inquired about Item #7.2 on the November 9 meeting minutes regarding Dr. Penn’s contract. Staff will follow up and report back the correct fiscal impact for this contract.

Director Strong also mentioned #7.3, Page 7, reference to funding for White Pony. She requested that it be reflected in the minutes that funding would go to Riverview Jr. H.S. and to Martin Luther King School in Bay Point.

Director Strong additionally asked that Item 9, Page 9, Board Reports, be corrected to reflect that First Baptist Head Start meetings would be on the Third Monday of each month.

**7.2 Minutes – Special Meeting of December 1, 2020**

**7.3 Receive and File - Financial Report**

- Profit and Loss for July through October 2020

- Budget vs. Actual July through October 2020
- Balance Sheet as of October 2020
- Credit Card Charges – October 2020
- Cash Disbursements – October 2020
- Current Financial Statistics

The Board President called for a vote on the motion, and the Consent Calendar was approved by the following vote:

AYES: Directors: Mason, Young, Strong

NOES: Directors: None

ABSTAIN: Directors: Marsh

ABSENT: Directors: Fountain

## 8. REGULAR AGENDA AND ACTION ITEMS

**8.1** Review/Approve authorization to Executive Director to negotiate and enter into a contract with Beverly M. Bradley to serve as the contractor providing Automatic External Defibrillators (AEDs) and associated assessment, training and oversight - *Lamar Thorpe, Executive Director - Action #201204*

A contract was presented to review for entering a contract with Bradley for training and maintenance. Director Mason authorized direction to enter the new contract with a potential budget adjustment at a later time. The Board did decide that they would need an update on the AED locations and expiration dates. Furthermore, due to Monique Bradley providing a direct service this program should also be modified under a new category on the financial statement.

A motion was made by Director Mason, seconded by Director Strong, to approve Action Item No. 201204 and the motion was approved by the following vote:

AYES: Directors: Mason, Strong, Young, Marsh

NOES: Directors: None

ABSTAIN: Directors: None

ABSENT: Directors: Fountain

**8.2** Review/Approve Program Committee recommendation to release funding for LMCHD District Sponsored Programs Ambrose Park and Recreation, City of Pittsburg Aquatic Program, and Souljah's House – *Sabrina Hansen, Grants & Program Evaluations Assistant*

a) Ambrose Parks and Recreation (\$10,000) – **Action #201205** – Summer only

- b) Pittsburg Swim Academy (\$15,693) – **Action #201206** – Summer Only
- c) Souljah’s House – (\$5,500) - **Action #201207**

The Board collectively decided they needed to review Action #201205 and 201206 in a special meeting. It has been suggested to have the programs during the summer. A special meeting will be scheduled, inviting Lori Chalifoux to discuss the scheduling and work plan for the fall and winter. The board also requested that the contract to be signed and sent back for Ambrose.

A motion was made by Director Strong, seconded by Director Mason, to remove Action Item Nos.201205 and 201206 The motion was approved by the following vote:

AYES: Directors: Mason, Strong, Marsh, Young  
NOES: Directors: None  
ABSTAIN: Directors: None  
ABSENT: Directors: Fountain

The board reviewed action No. 201207 and asked guest, Greg Osorio, about his revised work plan for Souljahs, a district sponsored program. Mr. Osorio stated that he wanted to include celebrations for Juneteenth, Martin Luther King, and Cesar Chavez of which would be held virtually. The revised proposal was for the amount \$15,000 from \$5,500 but still under the proposed original budget of \$29,205. The excess of \$14,205 will be used to fund other district sponsored and direct service programs.

A motion was made by Director Strong, seconded by Director Mason, to approve the amount of \$15,000 for Souljahs, district sponsored program. The motion was approved by the following vote:

AYES: Directors: Mason, Strong, Marsh, Young  
NOES: Directors: None  
ABSTAIN: Directors: None  
ABSENT: Directors: Fountain

**8.3 Review/Discuss/Provide Staff Direction re: a request for proposal to develop and improve existing Community Garden raised beds, *Jasmine Cisneros, Community Outreach Specialist* – Action #201208**

The board provided direction for the community garden’s raised bed renovation. The Request for Proposal (RFP) will be presented at the next meeting.

**9. EXECUTIVE DIRECTOR REPORT**

The Executive Director updated the board on the ACHD changes and staff shelter- in-place work orders and modifications. The team also launched a new social media account for community garden communications. The board was advised of this positive change,

along with the new COVID testing location that has been affected at the community garden's north parking lot.

**10. BOARD AND COMMITTEE REPORTS - None**

**11. UPCOMING PUBLIC, COMMUNITY AND CIVIC EVENTS - None**

**12. SUGGESTED FUTURE AGENDA ITEMS** – A suggestion was proposed by Director Strong to move board meetings to an earlier time in the future.

**13. ADJOURNMENT**

There being no further business to come before the Board, the meeting was adjourned at 9:03 p.m.

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Sequoia Tomahn/Barbara Kee  
Recording Secretary

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Linda Strong  
LMCHD Board Secretary

MINUTES  
REGULAR BOARD MEETING  
LOS MEDANOS COMMUNITY HEALTHCARE DISTRICT  
Tuesday, December 21, 2020  
7:00 p.m. – Via Zoom

**1. CALL TO ORDER/ ROLL CALL**

The meeting was called to order at 7:01 p.m.

Roll Call

Present: Directors: Young, Mason, Strong, Marsh, Fountain

Absent: None

- 2. PUBLIC COMMENTS** – (3 minutes/individual) – No public comments.
- 3. Review/Approve Grants and Policy Committee funding recommendation regarding the 2020-2021 Fall Health and Wellness Program - Parents for African American Achievement Collaborative Team (PAAACT) *Sabrina Hansen/Lamar Thorpe* – Action #201205**

A motion was made by Director Strong, seconded by Director Fountain, to approve Parents for African American Achievement Collaborative Team (PAAAC) for funding under the 2020-2021 Fall Health and Wellness Program in the amount of \$13,420 with the following stipulations: services & supplies \$2,200, Zoom subscription \$220; speakers \$4,000, meal kits \$4,000, nutrition specialist \$3,000.

The motion was approved by the following vote:

AYES: Board Members: Mason, Fountain, Strong, Young

NOES: Board Members: None

ABSTAIN: Board Members: Marsh

ABSENT: Board Members: None

- 4. Review/Approve Program Committee recommendation to release funding for LMCHD District Sponsored Programs Ambrose Park and Recreation and City of Pittsburg Aquatic Program– *Sabrina Hansen/Lamar Thorpe (Cont'd. 12/14/20) – Further action needed***

The board was asked for direction to approve the Ambrose Parks and Pittsburg Ambrose Park and Recreation and City of Pittsburg Aquatic Program, and collectively declined to approve both action items at this time. Furthermore, it was requested that Lori Chalifaux submit a new application and to also include a breakdown for the 278 students from the July 2019 season. A letter will be sent to her advising her that the funds would be on hold and that she would have to reapply due to the staff not being able to contact her to join the meeting as requested.



- a) Ambrose Parks and Recreation (\$10,000) – **Action #201206**
- b) Pittsburg Swim Academy (\$15,693) – **Action #201208**

**5. Review/Discuss a request for proposal to develop and improve existing Community Garden raised beds – *Jasmine Cisneros, Community Outreach Specialist* – Action #201209**

The board was asked to review and approve a draft for request of proposals to accept bids for the Community Garden’s project to continue. Due to Covid 19, the original contractors can no longer work. The RFP will be amended with a projected date of January 15, 2021.

A motion was made by Director Marsh, seconded by Director Strong, followed by the following voice vote from to authorize the RFP language:

- AYES: Board Members: Mason, Fountain, Strong, Marsh, Young
- NOES: Board Members: None
- ABSTAIN: Board Members: None
- ABSENT: Board Members: None

**6. ADJOURNMENT**

There being no further business to come before the Board, the meeting was adjourned at 8:03 p.m.

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Sequoia Tomahn  
Recording Secretary

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Linda Strong  
LMCHD Board Secretary

MINUTES  
REGULAR BOARD MEETING  
LOS MEDANOS COMMUNITY HEALTHCARE DISTRICT  
Tuesday, December 23, 2020  
10:00 a.m. – Via Zoom

**1. CALL TO ORDER/ROLL CALL**

The meeting was called to order at 10:06 a.m.

Roll Call

Present: Directors: Young, Mason, Strong, Marsh, Fountain  
Absent: None

**2. PUBLIC COMMENTS – (3 minutes/individual) None**

A motion was made by Director Mason, second by Director Strong, to suspend the rules and proceed with Action Item #201211 being moved forward due to the presenter for action item #201210 not being on the call. This motion was approved by the following vote:

AYES: Board Members: Mason, Fountain, Strong, Marsh, Young  
NOES: Board Members: None  
ABSENT: Board Members: None  
ABSTAIN: Board Members: None

The agenda was revised to review Action#201211 (Item No. 4) ahead of Action #201210.

(Taken out of order)

**4. Review/Approve COVID19 Emergency funding request /*Lamar Thorpe* –  
*Action#201211***

The board requested to remove Director Young and Strong from this discussion due to their association with First Baptist Head Start. A motion was made by Director Mason, seconded by Director Fountain, to remove Directors Strong and Young from the discussion and the vote at this time. The motion was approved by the following vote:

AYES: Board Members: Mason, Fountain, Marsh,  
NOES: Board Members: None  
ABSENT: Board Members: None  
ABSTAIN: Board Members: Strong, Young

Executive Thorpe read a letter from the Administrative Assistant Brenda Battle, requesting funding for emergency Covid-19 funding in the amount of \$2,256.67, which

includes adult/children's masks, Clorox wipes, hand sanitizer, and disinfected spray for the remainder of the school year. This will require a budget adjustment at a future meeting, due to the current Covid-19 funding being exhausted.

A motion made by Director Mason, seconded by Director Fountain, to approve Emergency Covid-19 funding in the amount of \$2,256.67. The motion was approved by the following vote:

AYES: Board Members: Mason, Fountain, Marsh,

NOES: Board Members: None

ABSENT: Board Members: None

ABSTAIN: Board Members: Strong, Young

### Resume Agenda Order

**3. Review/Approve Directors & Officers/ Employment Practices Liability Renewal EFF 12.31.20 - *Craig Collins/Lamar Thorpe* – Action #201210**

The board reviewed the staff report and supported moving forward with the proposed contract for the D&O insurance at a 20% higher premium than the previous rate. Furthermore, this contract is to increase in deductible and a new budget will be presented after adjustments are made and added to the administrative category to keep within budget.

A motion was made by Director Mason, seconded by Director Marsh, to approve the Directors & Officers Employment Practices Liability Renewal policy, effective 12-21-20. The motion was approved by the following vote:

AYES: Board Members: Mason, Fountain, Strong, Marsh, Young

NOES: Board Members: None

ABSENT: Board Members: None

ABSTAIN: Board Members: None

**5. ADJOURNMENT**

There being no further business to come before the Board, the meeting was adjourned at 10:30 a.m.

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Sequoia Tomahn  
Recording Secretary

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Linda Strong  
LMCHD Board Secretary

See Financial Documents – Separate Attachment



January 6, 2021

To: LMCHD Board of Directors

From: Lamar Thorpe

Subject: Review/Approve Board Members Authorized to Sign LMCHD Checks – ***Lamar Thorpe***

DISCUSSION:

On November 3, 2020 Dennisha March was elected to the LMCHD Board of Directors. As part of the check disbursement process at LMCHD, Director March will need board approval to become an authorized board signer on LMCHD checks.

RECOMMENDATION:

Approved Director Dennisha March as a signer of LMCHD checks.



January 6, 2021

To: LMCHD Board of Directors  
From: Nichole Gardner, Administrative Assistant/Craig Collins, CPA  
Approved: Lamar A. Thorpe, Executive Director  
Subject: Review/Approve Finance Committee Recommendation Re: purchase of iPad for Director Dennisha Marsh – *Action #210106*

DISCUSSION:

The Finance Committee considered a request by Director Dennisha Marsh, to purchase an iPad. It was the recommendation of the committee to move ahead with the purchase in the amount of \$300.00. The purchase will require an adjustment to the 2020-2021 Fiscal Year Budget, as outlined in the attached Resolution.

RECOMMENDATION:

To approve Resolution No. 210106 approving a budget adjustment to accommodate the purchase of one iPad for Director Marsh.

FISCAL IMPACT:

DECREASE 61700 Legal Expenditures \$300  
INCREASE 62450 Small Equipment Expenditures \$300

## RESOLUTION NO. 210106

WHEREAS, the Board of Directors of the Los Medanos Community Healthcare District previously adopted a budget for the 2020-2021 fiscal year that did not include any amount for equipment purchases and later amended the budget on November 9, 2020 for specific iPad and computer purchases contemplated at that time, and;

WHEREAS, the District has identified a need to purchase an additional iPad for a new Board member elected to the Board during the November 2020 election at an estimated cost of \$300, and;

WHEREAS, to date, the District's legal expenses have been running under budget during 2020-2021 based on the expenses posted in QuickBooks as of the date of the last Finance Committee meeting on December 21, 2020, and;

WHEREAS, because legal and equipment expenditures both form part of the administrative services budget, reallocating between them will not impact the District's overall administrative expenditures as a percentage of total revenue.

NOW THEREFORE, BE IT RESOLVED that the Los Medanos Community Healthcare District Budget for fiscal year 2020-2021 be amended as follows:

DECREASE 61700 Legal Expenditures \$300

INCREASE 62450 Small Equipment Expenditures \$300

LMCHD COMMITTEE REPRESENTATIVES 2020  
(APPROVED JANUARY 13, 2020)

GRANTS AND POLICY COMMITTEE

(CHAIR) Linda Strong  
All Board Members

GARDEN COMMITTEE

(CHAIR) LEE MASON  
(MEMBER) Patt Young

DPAC

(CHAIR) J. Vern Cromartie  
(MEMBER) Linda Strong

OUTREACH COMMITTEE

(CHAIR) J. Vern Cromartie  
(MEMBER) Linda Strong

FINANCE COMMITTEE

(CHAIR) Art Fountain  
All Board Members

REAL COMMITTEE

(CHAIR) LEE MASON  
(MEMBER) Patt Young



See Auditor Engagement Letter – Separate Attachment



January 6, 2021

To: Board of Directors  
Los Medanos Community Healthcare District

From: Craig D. Collins, Accountant

Subject: Review/approve budget adjustment to the 2020-2021 budget in the amount of \$4,770 to accommodate the increased cost of Directors and Officers insurance coverage. ***Craig Collins/Lamar Thorpe – Action #210103***

The Los Medanos Community Healthcare District Directors and Officers and Employment Practices Liability insurance coverage currently expired on December 31, 2020 after having been renewed pursuant to the direction of the Finance Committee of the Whole on December 16, 2019. In general, subject to the terms, conditions, and exclusions of the insurance policy, this coverage provides a level of protection to the District’s Directors and Officers in the event of a claim or lawsuit against one or more of the District’s Directors or Officers in connection with the duties they perform for the District. This includes coverage for claims or lawsuits associated with personnel matters.

EPIC Insurance Brokers has obtained a quote for renewed coverage that has a few key differences from the existing coverage, as summarized below:

|                          | <b>Existing Coverage</b> | <b>Proposed Renewal Coverage</b> | <b>Difference</b> |
|--------------------------|--------------------------|----------------------------------|-------------------|
| Annual Cost              | \$23,660                 | \$28,390                         | +\$4,730 or 20%   |
| Deductible               | \$25,000                 | \$35,000                         | +\$10,000 or 40%  |
| Biometric Privacy Claims | Included                 | Excluded                         | No Longer Covered |
| Coverage Limit           | \$5,000,000              | \$5,000,000                      | No Change         |

EPIC has attributed the increase in cost and deductible to an industry wide conditions resulting from COVID-19 and economic uncertainty. They approached five other insurance carriers in addition to the current carrier, but EPIC reported that they declined to quote a premium for this policy because they do not cover operations like those of the District.

As the 2020-2021 budget was based on the assumption that the premium would remain unchanged, as it did for the past year, a budget adjustment is required to accommodate the added cost of this coverage, in the amount of \$4,770.00 and needs approval.

## RESOLUTION NO. 210103

WHEREAS, the Board of Directors of the Los Medanos Community Healthcare District previously adopted a budget for the 2020-2021 fiscal year that included a budget for Directors and Officers insurance coverage that was approximately equal to the expenditures for this coverage in the prior fiscal year, and;

WHEREAS, the District received a quote for renewal of this coverage on December 17, 2020 that was \$4,770 higher than the amount budgeted for this coverage, which increase the insurance broker has attributed to industrywide conditions resulting from the COVID-19 pandemic and economic uncertainty, and;

WHEREAS, to date, the District's legal expenses have been running under budget during 2020-2021 based on the expenses posted in QuickBooks as of the date of December 17, 2020, and;

WHEREAS, because legal and insurance expenditures both form part of the administrative services budget, reallocating between them will not impact the District's overall administrative expenditures as a percentage of total revenue.

NOW THEREFORE, BE IT RESOLVED that the Los Medanos Community Healthcare District Budget for fiscal year 2020-2021 be amended as follows:

DECREASE 61700 Legal Expenditures \$4,770

INCREASE 61400 Insurance-D&O Expenditures \$4,770



January 6, 2021

To: LMCHD Board of Directors  
From: Lucretia Shaw, Community Outreach Specialist  
Approved: Lamar A. Thorpe, Executive Director  
Subject: Budget adjustment in the amount of \$15,620 to accommodate AED services  
- *Action #210104*

DISCUSSION:

The Board at its Regular Board Meeting on December 14, 2020, approved authorization for Executive Director to negotiate and enter into a contract with Beverly M. Bradley of the Darius Jones Foundation to continue serving as the contractor providing Automatic External Defibrillators (AEDs) and associated assessment, training, oversight, and equipment maintenance.

The Executive Director and staff have since worked with Beverly M. Bradley of the Darius Jones Foundation to develop a plan for the program which involves a total of \$28,260 of funding for training and maintenance. The District will purchase the AED equipment directly this program period. The cost of five new AED units is estimated to cost \$6,118.

The Board previously adopted a budget for the 2020-2021 fiscal year that included \$13,000 for training and \$17,700 for equipment for its Automated External Defibrillator (AED) program based on the prior fiscal year budgeted amounts. The training costs increased by \$15,260 over the prior fiscal year due to the following factors:

1. State and County social distancing mandates in response to the COVID-19 pandemic will necessitate the purchase of individual training kits for each trainee
2. An increase in the overall number of trainings which will be conducted virtually via Zoom
3. There will be more AEDs in service this year, thus the routine maintenance costs increased

Last year, the District purchased 19 new AEDs and this year 5 new AEDs are currently planned. Therefore, it is recommended that \$11,582 previously budgeted for AED equipment be reallocated to cover additional AED training/maintenance costs. For the remaining needed funding, it is recommended to take the additional \$3,678 from the Souljah's excess funds.

RECOMMENDATION:

It is recommended that that the Los Medanos Community Healthcare District Budget for fiscal year 2020-2021 be amended as follows:

INCREASE 50751 AED Training Expenditures \$15,260  
DECREASE 50750 AED Equipment Expenditures \$11,582  
DECREASE 50880 Souljah's Expenditures \$3,678

FISCAL IMPACT:

INCREASE 50751 AED Training Expenditures \$15,260  
DECREASE 50750 AED Equipment Expenditures \$11,582  
DECREASE 50880 Souljah's Expenditures \$3,678

The fiscal impact is net zero.

## RESOLUTION NO. 210104

WHEREAS, the Board of Directors of the Los Medanos Community Healthcare District previously adopted a budget for the 2020-2021 fiscal year that included \$13,000 for training and \$17,700 for equipment for its Automated External Defibrillator (AED) program and \$29,205 for Souljah's programs based on the prior fiscal year budgeted amounts, and;

WHEREAS, after the adoption of the fiscal year 2020-2021 budget, the District worked with its AED services contractor, the Beverly M. Bradley and the Darius Jones Foundation, to develop a plan for the program which involved a total of \$28,260 of funding for training and the purchase of five new AED equipment units at an estimated cost of \$6,118 for the program period, and;

WHEREAS, based upon receipt of the work plan submitted by Souljah's and Souljah's House, the District does not anticipate spending out the entire amount budgeted for this program during 2020-2021.

NOW THEREFORE, BE IT RESOLVED that the Los Medanos Community Healthcare District Budget for fiscal year 2020-2021 be amended as follows:

INCREASE 50751 AED Training Expenditures \$15,260  
DECREASE 50750 AED Equipment Expenditures \$11,582  
DECREASE 50880 Souljah's Expenditures \$3,678

See Supporting Contract – Separate Attachment



January 6, 2021

To: LMCHD Board of Directors  
From: Sabrina Hansen-Beardsley, Grants and Evaluations Assistant  
Approved: Lamar A. Thorpe, Executive Director  
Subject: Review/Approve Resolution approving budget adjustment in the amount of \$3,800 for District Sponsored program Healthy Hearts Institute program - ***Action #210105***

DISCUSSION:

The Program Committee at its meeting on June 23, 2020 approved the 2020-2021 work plan for Healthy Hearts Institute and recommended \$10,000.

The Board of Directors at its special meeting on November 23, 2020 approved an additional \$3,800. Updating the funding recommendation in the amount of \$13,800 from \$10,000.

RECOMMENDATION:

The recommendation is that the Board approve the proposed budget adjustment in the amount of \$3,800 to the Healthy Hearts Institute Expenditures from the Souljahs Expenditures.

FISCAL IMPACT:

INCREASE 50870 Reading Advantage Expenditures \$500

DECREASE 50880 Souljahs Expenditures \$500



## RESOLUTION NO. 210105

WHEREAS, the Board of Directors of the Los Medanos Community Healthcare District previously adopted a budget for the 2020-2021 fiscal year that included \$10,000 for the Healthy Hearts Institute program based on the funding level anticipated at that time and \$29,205 for Souljah's programs based on the prior fiscal year budgeted amount, and;

WHEREAS, on November 23, 2020 after receiving a work plan submitted by the grantee, the Board of Directors approved funding for the Healthy Hearts Institute for the 2020-2021 fiscal year of \$13,800, which was \$3,800 in excess of the previously budgeted amount, and;

WHEREAS, based upon receipt of the work plan submitted by Souljah's and Souljah's House, the District does not anticipate spending out the entire amount budgeted for this program during 2020-2021.

NOW THEREFORE, BE IT RESOLVED that the Los Medanos Community Healthcare District Budget for fiscal year 2020-2021 be amended as follows:

INCREASE 50830 Healthy Hearts Institute Expenditures \$3,800  
DECREASE 50880 Souljah's Expenditures \$3,800



January 6, 2021

To: LMCHD Board of Directors  
From: Sabrina Hansen-Beardsley, Grants and Evaluations Assistant  
Approved: Lamar A. Thorpe, Executive Director  
Subject: Review/Approve Resolution approving budget adjustment in the amount of \$500 for District Sponsored program Reading Advantage - *Action #210107*

DISCUSSION:

The Program Committee at its meeting on October 20, 2020 approved the 2020-2021 work plan for Reading Advantage received on April 17, 2020. At the November 17, 2020 Program Meeting, a revised work plan was requested which included an extra \$500 for storage fees.

The Board of Directors at its special meeting on November 23, 2020 approved the new funding recommendation in the amount of \$14,300 from \$13,800.

RECOMMENDATION:

The recommendation is that the Board approve the proposed budget adjustment in the amount of \$500 to the Reading Advantage Expenditures from the Souljahs Expenditures.

FISCAL IMPACT:

INCREASE 50870 Reading Advantage Expenditures \$500  
DECREASE 50880 Souljahs Expenditures \$500

## RESOLUTION NO. 210107

WHEREAS, the Board of Directors of the Los Medanos Community Healthcare District previously adopted a budget for the 2020-2021 fiscal year that included funding for District-sponsored programs generally based on prior year budget amounts, and;

WHEREAS, after the adoption of the fiscal year 2020-2021 budget, the District accepted a work plan from the program provider for Reading Advantage for \$14,300 of expenditures, which exceeds the current budget by \$500, and;

WHEREAS, based upon receipt of the work plan submitted by Souljah's and Souljah's House, the District does not anticipate spending out the entire amount budgeted for their programs during 2020-2021.

NOW THEREFORE, BE IT RESOLVED that the Los Medanos Community Healthcare District Budget for fiscal year 2020-2021 be amended as follows:

INCREASE 50870 Reading Advantage Expenditures \$500  
DECREASE 50880 Souljah's Expenditures \$500



January 6, 2021

To: LMCHD Board of Directors

From: Sabrina Hansen-Beardsley, Grants and Evaluations Assistant

Approved: Lamar A. Thorpe, Executive Director

Subject: Review/Approve Resolution approving budget adjustment in the amount of \$13,420 for 2020-2021 Fall Grant recipient – *Action #210108*

DISCUSSION:

Beginning October 5, 2020, LMCHD opened its annual fall grants application process. As part of the process, LMCHD held two virtual Bidder's Conferences to engage local community-based organizations. All applications were required to be submitted electronically on October 23, 2020 at 11:59 pm. Data was stored and compiled in OneNote, a feature of Microsoft 365.

On November 5, 2020, staff presented applications to the Grants and Policy Committee. At that meeting, the Grants Committee developed recommendations for the full board of directors to consider except for one organization which required consultation and further study. On December 10, 2020, the application for Parents of African American Achievement Collaborative Team was presented to the Grants and Policy Committee of which the recommendation was approved to be reviewed by the Board of Directors at a special meeting to be held on December 21, 2020.

The Board of Directors at its special meeting on December 21, 2020 approved the funding recommendation for 2020-2021 fall grant applicant, Parents for African American Achievement Collaborative Team (PAAACT) of \$13,420 with the following stipulations: services and supplies \$2,200; Zoom subscription \$200; speakers \$4,000; meal kits \$4,000; nutrition specialist \$4,000.

RECOMMENDATION:

The recommendation is that the Board approve the proposed budget adjustment in the amount of \$13,420 from the Fund Balance to the Health & Wellness Grants Expenditure.

FISCAL IMPACT:

DECREASE Net Change in Fund Balance \$13,420

INCREASE 52000 Health & Wellness Fall Grants Expenditures \$13,420

## RESOLUTION NO. 210108

WHEREAS, the Board of Directors of the Los Medanos Community Healthcare District previously adopted a budget for the 2020-2021 fiscal year in June 2020 that included \$225,000 of funding for the health and wellness fall grants program, and;

WHEREAS, on November 23, 2020, the Board of Directors amended the 2020-2021 budget to increase the funding for the fall grants program by \$28,229 to a total budget amount for the fiscal year of \$253,229 due primarily to the approval of grants to East County Junior Warriors and Give Always to Others that had been considered and deferred during the previous fiscal year's summer grant process, and;

WHEREAS, on December 21, 2020, the Board of Directors approved an additional fall grant to Parents African American Achievement Collaborative Team (PAAACT) in the amount of \$13,420 that had not been included in the calculation of the previous budget adjustment, and;

WHEREAS, the District received substantial unbudgeted revenue very late in the 2019-2020 fiscal year from redevelopment agencies, which became part of the District's ending fund balance that carried forward into the current year.

NOW THEREFORE, BE IT RESOLVED that the Los Medanos Community Healthcare District Budget for fiscal year 2020-2021 be amended as follows:

DECREASE Net Change in Fund Balance \$13,420

INCREASE 52000 Health & Wellness Fall Grants Expenditures \$13,420

## Executive Director Report

January 11, 2021

### **Legislative/ACHD Update – update is in your email.**

- Last week Governor Gavin Newsom presented his 2021-22 Budget proposal. In a three-hour press conference, the Governor outlined a \$227 billion balanced budget, with an urgent focus on vaccination, safely reopening schools, support for small businesses, stimulus checks to Californians and wildfire preparedness.
- The Governor has proposed \$4.4 billion in COVID-19 relief, which includes \$2 billion for testing, \$437 million for contract tracing and \$372 million for vaccinations. California also anticipates receiving \$1.7 billion in federal assistance for testing and tracing and another \$350 million for vaccines. Those funds will be at the discretion of the legislature to determine whether federal funds support, or substitute, the proposed general fund allocations.
- CalAIM is now part of proposed budget and includes a \$1.1 billion investment in this program to reduce variation and complexity in the state's Medi-Cal program, manage member risk and improve outcomes through payment reform and care coordination.
- The Governor highlighted California's continued move toward health care for all, including making investments in the Office of Healthcare Affordability and Office of Medicare Innovation & Integration.
- The legislature is set to return from recess on Monday, January 11, at which time they will begin work on the budget, particularly items relating to COVID-19 that require urgent action.
- Additional investments in health care to note:
  - \$94.8 million to maintain and expand the telehealth flexibilities granted during COVID-19.
  - \$40 million for school based mental health
  - \$202 million for residential mental health facilities
  - \$25 million toward the Master Plan on Aging/Alzheimer's

### **Administrative**

- Administrative staff continues not to be working from office based on County's new shelter in place order. Administrative staff continues to go into office as needed.
- Payments continue to be processed to ensure bills LMCHD payments are made on time.
- Online access to Bank of the West credit card account not established.
- All checks for programs and grants have been processed and distributed.
- Insurance documents for NON-PROFIT ORGANIZATION MANAGEMENT LIABILITY have been signed and completed.
- Check request log to ensure timeliness and efficiency.
- New staff have completed Brown Act training (Tomahn, Munoz and Shaw).
- Upcoming training is records retention and management, and board secretary/clerk (Gardner and Tomahn).
- Strategic planning training for special districts (Thorpe).
- Best practices in agenda preparation and minutes (all staff).

## Community Outreach

- Executive Director continues to participate in bi-weekly healthcare district CEO ZOOM meetings hosted by ACHD.
- COVID-19 updates have resumed on LMCHD website and social media in both English and Spanish.
- Preparing for Flu Vaccine pilot outreach program. Invoice submitted to Kaiser.
- Garden is open again. Gardeners have all been informed via email and phone messages.
- ED Report Updates:
- Garden is reopened as of January 4, 2021. Gardeners have all been informed via email and text message.
- Request for Proposal for the Garden Bed Renovation project has been released as of January 4, 2021. We are asking that applicants submit their applications to staff by January 29, 2021.
- Staff is continuing to work towards developing the pollinator garden; the gazebo is halfway installed.
- Staff has developed an Instagram page & continued to engage the community and showcase gardeners. The page has 104 followers. Staff is going live twice a week, to showcase different seasonal harvests and host garden talks with the community.
- Staff is continually participating in a Healthy Food Panel every 1st & 3rd Saturday of the month by a group named Growing Healthy People for Pittsburg (GHPP). The discussion is directly surrounding strategic ways to engage the community around food education.
- GHPP will be hosting a virtual screening on January 19, 2021 where they will be viewing the film called “the Invisible Vegan.” Both filmmakers will be in the screening to answer any questions the community has. We will also be giving out 50 vegan snacks to anyone pre-registered to the film. So far, there are 32 registrants. Staff will be volunteering to distribute those packages.
- The North parking lot is closed as of December 10, 2020. There are currently 2 containers in the North Part king Lot. Staff has developed a parking plan for safe access for gardeners.

## Grants

- **2020 Summer Grants:** All grants, minus Sports and Fitness for Kids, closed out including receipt of final reports. Sports and Fitness for Kids deadline expended to February 26, 2021.
- **2019-2020 Fall Grants:** All final report and unused monies have been returned to LMCHD. However, Prescott Joseph final report has not been submitted for review.
- **2020-2021 Fall Grants:** All checks processed and distributed to grantees.
- **2021 Summer Grants:** Preparing timeline for process.

## Programing

- **2020-2021 DPAC Programs:** Total of 6 programs. Two of the original 8 were moved to summer grant process (City of Pittsburg and Ambrose Parks District). All workplans and final report for previous year has been reviewed by Programs Committee and recommend for 2020-2021 disbursement.

- **Health Aging:** Dr. Marcus Penn continues weekly Fall and Stress Reduction course via ZOOM. Classes meet every Monday at 12:00 pm.
- **Mental Health:** Zoom sessions were on break during holidays. They will resume this week.
- **AED:** Contract for Monique Bradley complete. MOUs need to be completed.
- **Eyeglasses:** Continuing to process requests.
- **Sexual Health:** On hold.