



*“Advancing Solutions to Health Disparities”*

# Committee

Community Garden  
  District Programs & Activities  
  Finance  
  Outreach  
  REAL

<b>Purpose:</b>	To Discuss LMCHD REAL Committee Issues.
<b>Meeting Date and Time:</b>	Thursday, July 18, 2019 7:00p.m.
<b>Date and Time of Next Meeting:</b>	Thursday, August 8, 2019 6:30p.m.

<b>Chair:</b>	<input checked="" type="checkbox"/> Arthur Fountain
<b>Board Members:</b>	<input checked="" type="checkbox"/> J. Vern Cromartie, Ed.D.
<b>Staff:</b>	<input checked="" type="checkbox"/> Aaronique Gordon, Administrative Assistant <input type="checkbox"/> Craig Collins, LMCHD Accountant (via teleconference)

<b>Agenda Item #1 Call to Order/Roll Call</b>	
<b>Discussion:</b>	The REAL Committee meeting was called to order at 7:08 p.m. All REAL Committee members and LMCHD staff were present.
<b>Action:</b>	
<input type="checkbox"/> Needs Staff Assistance	<input type="checkbox"/> Needs to go to Full Board

<b>Agenda Item #2 Public Comments</b>	
<b>Discussion:</b>	There were no public comments.
<b>Action:</b>	
<input type="checkbox"/> Needs Staff Assistance	<input type="checkbox"/> Needs to go to Full Board

<b>Agenda Item #3 Review/Discuss/Recommend Approval of Minutes of June 21, 2019 REAL Committee Meeting</b>	
<b>Discussion:</b>	The REAL Committee reviewed the minutes of the June 21, 2019 meeting and requested edits in agenda item numbers four and five.
<b>Action:</b>	1. The minutes were approved with corrections.
<input checked="" type="checkbox"/> Needs Staff Assistance	<input type="checkbox"/> Needs to go to Full Board

**Agenda Item #4 Review/Discuss request by Jennifer Navarro-Yhap, WSD Engineering, Inc., Livermore, CA, for LMCHD authorization to T-Mobile to act as Agent in processing and obtaining building and/or zoning permits for modification of T-Mobile Site at 2311 Loveridge Road**

Discussion: The REAL Committee reviewed e-mail communications between Barbara Kee and Jennifer Navarro and an authorization/consent letter. The REAL Committee noticed that the property owner was listed as the Pittsburg Health Center. The REAL Committee reached consensus to notify Gary Bell and ask him to research this matter further.

Action: 1. This matter was referred to Attorney Gary Bell.  
2. LMCHD staff will contact Gary Bell regarding the authorization/consent letter.

Needs Staff Assistance

Needs to go to Full Board

**Agenda Item #5 Review/Discuss letter from Charles Braggs, Custodian for LMCHD, submitting his notice from employment**

Discussion: The REAL Committee reviewed a two-weeks' notice submitted by Charles Braggs. The REAL Committee asked questions about Mr. Bragg's Contract and salary information. The REAL Committee discussed a replacement custodian referred by Mr. Braggs.

Action: 1. This matter will be discussed at the July 31, 2019 Special Board meeting.

Needs Staff Assistance

Needs to go to Full Board

**Agenda Item #6 Review/Discuss request by Comcast re: installation, operation, and maintenance by and to provide communications services to occupants of the property**

Discussion: The REAL Committee reviewed a memorandum drafted by Barbara Kee. The REAL Committee asked questions about any Comcast services being received by LMCHD. LMCHD staff explained that the District currently has two voice lines, one fax line, one teleconference line, and one basic cable package. Director Fountain mentioned VOIP (cable/internet/phone) and asked that James Thomas research it more.

Action: 1. LMCHD staff will contact James Thomas regarding VOIP.

Needs Staff Assistance

Needs to go to Full Board

**Agenda Item #7 Review/Discuss LMCHD Lease to Contra Costa County and sublease to Cingular Wireless lease (T-Mobile Wireless site)**

Discussion: The REAL Committee reviewed an endorsed letter drafted by Roberto Carroccia in 2015. The REAL Committee reviewed a sub-lease from T-Mobile dated 2002. The REAL Committee asked if Craig Collins submitted the PRA (public records request) regarding contracts for any equipment/antennas installed on the property.

Action: 1. LMCHD staff will remain in contact with Craig Collins regarding the PRA request.

Needs Staff Assistance

Needs to go to Full Board

**Agenda Item #8 Review/Discuss policy on action items**

Discussion: Director Fountain discussed the issue of off-the-record discussions and documentation. The REAL committee questioned if they can add agenda items at a meeting. The REAL Committee suggested adding agenda items titled “New Business” and “Review of Agenda” to the REAL Committee agenda.

Action: 1. LMCHD staff will follow-up with Attorney Gary Bell regarding the REAL Committees questions and suggestions.

Needs Staff Assistance

Needs to go to Full Board

**Agenda Item #9 Adjournment**

Discussion: The meeting was adjourned at 8:10pm.

Action:

Needs Staff Assistance

Needs to go to Full Board