

MINUTES
LOS MEDANOS COMMUNITY HEALTHCARE DISTRICT
BOARD MEETING
June 12, 2017
6:30 P.M. – LMCHD Board Room

1. CALL TO ORDER

Board President Ogunleye called the meeting to order at 6:37 p.m.

2. ROLL CALL

Present: Arthur Fountain, Secretary
J. Vern Cromartie, Ed.D, Vice President
Emanuel Ogunleye, President

Absent: Linda Strong, Treasurer

Also Present: Godfrey Wilson, Executive Director
Barbara Kee, Recording Secretary
Craig Collins, Accountant (via teleconference)

3. PLEDGE OF ALLEGIANCE

Director Ogunleye called upon former Director Marilyn Condit to lead in the Pledge of Allegiance.

4. LMCHD MISSION: LMCHD identifies disparities in health care among District residents and contributes to solutions – LMCHD VISION: LMCHD is cultivating a community in which good health may flourish for all District residents – Director J. Vern Cromartie

5. PUBLIC COMMENTS – Non-Agenda Items (3 minutes/individual) – None.

6. SPECIAL PRESENTATIONS

6.1 Certificate of Appreciation – J. Vern Cromartie, Ed.D

6.2 Certificate of Appreciation – Marilyn Condit

Board President Ogunleye acknowledged, on behalf of the Board, Director Cromartie and former Director Marilyn Condit for their dedicated public service to LMCHD, totaling in excess of ten years served on the Board of Directors. He presented each member with a Certificate of Appreciation.

7. APPROVAL OF MINUTES

7.1 Regular Board Meeting of May 8, 2017 – **Action #170601**

It was suggested that in the future, the voice vote be clarified to reflect which specific members are voting.

7.2 Special Board Meeting of May 11, 2017 – **Action #170602**

Suggested Roll Call modification to reflect that Director Fountain was present at this meeting. It was requested that the first sentence under Item No. 4, be amended to state that the LMCHD Intern Program be modified to reflect that it is a star service program “according to ACHD.”

7.3 Special Board Meeting of June 1, 2017 – Action #170603

It was suggested that the vote in Item No. 3 be modified to reflect that Director Strong was absent from this meeting.

A motion was made by Director Fountain, seconded by Director Cromartie, that the minutes of May 8, May 11, and June 1, 2017 be approved as corrected. The motion was approved unanimously, with Director Strong reported as absent.

8. CONSENT CALENDAR

- Approval of Financial Report – **Action #170604**
- Profit and Loss for July through April, 2017
- Budget vs. Actual July through April 2017
- Balance Sheet as of April 2017 Cash Disbursements – April 2017
- Credit Card Charges – April 2017

A motion was made by Director Fountain, seconded by Director Cromartie to approve the Consent Calendar. The motion was approved unanimously, with Director Strong reported as absent.

9. EXECUTIVE DIRECTOR REPORT – *Godfrey Wilson*

9.1 Activity Report

- The Executive Director reported on this year's Rooftop event. Members of the Board suggested that the staff strategize on how to encourage more grants recipients, as well as ACHD members, to attend future events.
- The Executive Director reported regarding this year's Internship Program will involve collaboration with the Contra Costa Office of Education and Mt. Diablo Unified School District students to develop a program of fresh foods and cooking demonstrations. Members of the Board suggested researching ways to encourage youth to pursue healthcare careers.

9.2 ACHD Membership Dues Reduction – The Executive Director reported that the ACHD annual membership dues have been reduced from \$10,000 to \$7,500 annually.

9.3 Site Visits – The Executive Director reported on visits to the Courageous Women's Foundation and Pacific Community Services Housing and Pacific Community Services Housing Counseling. Members of the Board requested that the staff follow up in contacting the Pittsburg Police Department and County Sheriff's Department in Bay Point regarding available beds for sick and homeless individuals in the Pittsburg community.

9.4 ACHD Bylaws Updates – The Executive Director reported.

10. ACTION ITEMS

10.1 Review/Approve Subordination Request in connection with the Successor Agency to the Contra Costa County Redevelopment Agency issuance of 2017 Tax Allocation Refunding Bonds – Action #170605

The Staff Report, dated June 8, 2017, was reviewed.

A motion was made by Director Fountain, seconded by Director Cromartie to approve the Subordination Request as outlined in correspondence from Contra Costa County dated May 9, 2017. There being no additional discussion, the motion was approved as follows:

AYES: Directors: Fountain, Cromartie, Ogunleye

NOES: Directors: None

ABSENT: Directors: Strong

ABSTAIN: Directors: None

10.2 Review/Approve Finance Committee recommendation re: ACHD Bylaws modifications - Action #170606

A motion was made by Director Fountain, seconded by Director Cromartie, to approve the ACHD Bylaws modifications. There being no additional discussion, the motion was approved as follows:

AYES: Directors: Fountain, Cromartie, Ogunleye

NOES: Directors: None

ABSENT: Directors: Strong

ABSTAIN: Directors: None

10.3 Review/Approve Finance Committee recommendation to Approve the 2017-2018 Fiscal Year Budget – Action #170607

A motion was made by Director Cromartie, seconded by Director Fountain, to approve the 2017-2018 Fiscal Year Budget. The Board President called for discussion on the motion. Director Fountain requested to address two line items 50880 – Souljahs, and 62960 – LMCHD Wing Upgrades. He additionally addressed the projected pass-through revenue in the amount of \$320,000.

Accountant Craig Collins addressed questions regarding the two line items addressed by Director Fountain.

A discussion ensued by board members regarding the proposed Souljahs allocation. Director Fountain stated it was his understanding the Finance Committee had agreed to budget \$15,000 for the Juneteenth Celebration. The Committee had requested that the remainder of requested funding as outlined in the Souljahs Work Plan be reviewed by DPAC for discussion and recommendation. It was his opinion that there would be adequate revenue in the budget should the Board wish to approve additional funding for the second part of this program at a future time.

Director Cromartie was of the understanding that the additional funding was included in the budget as a placeholder, subject to recommendation by DPAC and approval by the Board

Director Ogunleye offered his understanding of the budget process, stating that including this funding in the projected budget does not necessarily assure that the additional funding will be approved, and the Budget and this funding is based on assumptions. Director Ogunleye offered a friendly amendment to the original motion to remove the \$40,400 for Wing Upgrades from the proposed budget. Director Cromartie accepted the friendly amendment and the Board voted as follows:

AYES: Directors: Cromartie, Ogunleye
NOES: Directors: Fountain
ABSENT: Directors: Strong
ABSTAIN: Directors: None

A second friendly amendment was offered by Director Fountain, to approve the Budget, subject to removal of the 40,400 for Wing Upgrades, as well as the additional projected \$10,000 for the Souljahs Program. The maker of the original motion did not accept the second friendly amendment.

The Board President called for a brief recess at 8:20 p.m. The Board reconvened at 8:25 p.m.

It was the consensus of the Board to accept a re-statement of a second friendly amendment.

Director Fountain requested that the maker of the original motion accept a friendly amendment to approve the Budget, with the removal of \$40,400 for the Wing Upgrade and to fund \$15,000 for the Souljahs Program. Director Cromartie accepted the friendly amendment. The original motion, including the second friendly amendment was voted on as follows.

AYES: Directors: Fountain, Cromartie
NOES: Directors: Ogunleye
ABSENT: Directors: Strong
ABSTAIN: Directors: None

10.3 Review/Approve Resolution approving an adjustment to the 2016-2017 Fiscal Year Budget – Action #170608

This action approves an adjustment to the 2016-2017 Budget to accommodate the Juneteenth Celebration during this fiscal year.

A motion was made by Director Cromartie, seconded by Director Ogunleye, to approve Resolution No. 1701608. The motion was approved by the following vote:

AYES: Directors: Fountain, Cromartie, Ogunleye
NOES: Directors: None
ABSENT: Directors: Strong
ABSTAIN: Directors: None

11. BOARD REPORTS

11.1 Board Member Reports

11.2 Board President Report

- Board Vacancy Update – *A Special Board meeting is scheduled for June 22, 2017, and interviews will begin at 7:00 p.m. The staff was directed to confirm references for each application.*
- LAFCO MSR Reporting Requirement – *Noted.*
- LMCHD Rooftop thank you to: LMCHD Community, Pittsburg City Mayor, Congressman Mark DeSaulnier, Senator Steve Glazer, Assemblyman Jim Frazier,

County Supervisor Federal Glover – *Staff was directed to follow up to express appreciation for providing certificates.*

11.3 Legal Reports - None

12. COMMITTEE'S REPORTS/RECOMMENDATIONS/MINUTES

12.1 Committee Minutes

- a) Community Garden –May 10, 2017 – *Director Fountain requested these minutes be pulled and reported on at the next regular meeting of the Board.*
- b) REAL Committee –May 11, 2017 – *Director Ogunleye reported.*
- c) Grants & Policy Committee – May 25, 2017 – *Director Ogunleye reported.*
- d) Finance Committee – May 22, 2017 - *Director Fountain requested these minutes be pulled and reported on at the next regular meeting of the Board.*
- e) DPAC – May 23, 2017 – *Director Cromartie reported.*
- f) Outreach Committee – May 23, 2017 – *Director Ogunleye reported.*

13. COMMUNICATIONS/ INFORMATION ONLY

14. ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 9:01 p.m.

Barbara Kee
Recording Secretary

Arthur Fountain
Board Secretary