

MINUTES
REGULAR BOARD MEETING
LOS MEDANOS COMMUNITY HEALTHCARE DISTRICT
Monday, August 9, 2021 – 7:00 PM

1. CALL TO ORDER/ ROLL CALL

The meeting was called to order at 7:04pm.

Roll Call

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

Absent: None

2. PLEDGE OF ALLEGIANCE – Director Fountain 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* – Director Linda Strong read the Mission Statement.

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

5. HONORING OF ED HAWKINS – The board of directors were advised that Ed Hawkins will be receiving a golden tool set and certificate, for his hard work and dedication in the community garden. The Executive Director requested for a vote to approve the honoring of Ed Hawkins.

A motion was made to approve the honoring award for Ed Hawkins by Director Marsh, seconded by Director Mason. The award was approved.

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

6. SPECIAL PRESENTATIONS

6.1 18 Reasons – Sarah Nelson

The board and staff were presented with information regarding Sarah Nelson’s nonprofit cooking school. The main focus is healthy after school nourishments for children and families. In the summer she partnered with First 5 and Pittsburg Unified School District to offer hands on nutrition education and weekly grocery deliveries to low-income families. The work provided is aligned with Los Medanos Healthcare District’s mission. The school has been able to engage virtually due to the pandemic and came up with creative ways to cook on zoom. The program previously would be in person and onsite serving more than one hundred people or more after school and throughout the community.

However, due to the program's success and summer engagement, a fall program is currently being planned. Director Marsh inquired on the number of families being served. The director was advised when in person between 100-400 families are served. She also confirmed if the "protos" are from local farms, which Ms. Sarah Nelson confirmed they partner with local farmers markets. Director Young asked if the program is being gaged for long term impact. She was advised by Ms. Sarah Nelson surveys are conducted to determined impact. In conclusion, Director Marsh asked what the total cost for running the program and was advised the program has a three-thousand-dollar budget for a six-week series and that covers food and staffing costs.

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. 210123

- 7.1 Minutes – Regular Meeting of July 12, 2021
- 7.2 Minutes – Special Meeting of July 16, 2021
- 7.3 Receive and File Financial Report
 - Balance Sheet as of June 2021
 - Credit Card Charges June 2021
 - Cash Disbursements June 2021
 - Credit Card Statement June 2021
 - Bank and Investment Balances

A motion was made to approve the consent calendar by Director Mason, seconded by Director Marsh. The consent calendar was approved.

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

8. REGULAR AGENDA AND ACTION ITEMS

- 8.1 Review/Approve Program Committee recommendation to approve funding for "A More Excellent Way Baby Shower Program" in the amount of \$10,000 – **Lucretia Shaw**

A recommendation to approve funding in the amount of ten thousand dollars was presented by Community Outreach Specialist Lucretia Shaw. She announced the time and location of the baby shower and provided a breakdown of the budget. The board discussed the number of individuals to be served by this event, specially 3000. The board expressed concern that in previous years, the number of individuals served was closer to 300 and inquired about this discrepancy. Board directed to confirm number of anticipated participants. Further, Director Young requested that more information be obtained on the peer counseling trainings and reports, and that receipts and documentation be legible and received thirty days after the event. Director Mason agreed with Director Young's remarks.

A motion was made to approve the funding by Director Strong, seconded by Director Mason. The funding was approved.

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

8.2 Review/Approve General Liability Insurance Policy. – Lamar Thorpe

Executive Director Thorpe presented the proposed general liability insurance to the board along with recommendations from legal. There was discussion by the board regarding the insurance company and the third-party provider. Executive Director explained that everything was still the same in regard to the plan, insurance carrier and third-party provider. The board of directors expressed that before any approval they would like to see documentation confirming the county's certificate of coverage and compare the current and proposed contracts side by side. Executive Director agreed to follow up on those items.

A motion was made to postpone the approval of the General Liability Insurance policy by Director Strong, seconded by Director Marsh. The motion was approved.

AYES: Directors: Young, Strong, Marsh, Fountain

NOES: Directors: Mason

8.3 Review/Approve attendance at CSDA annual conference.

The board discussed the CSDA annual conference and associated costs. Executive Director Thorpe explained that he is not authorized to overspend on budget items including conferences. Therefore, he requested authorization expend funds for the CSDA training for board and staff to trigger a budget adjustment later. The board of directors and the Executive Director discussed the history of trainings and the staff's timeline of the previous attendance prior to the pandemic. Director Marsh proposed if we can come up with a future budget adjustment overall for training, it was explained that that option will come later during a future finance meeting.

A motion was made to authorize Executive Director Thorpe to approve expenditures for the CSDA conference for all board members and staff by Director Marsh and seconded by Director Strong.

AYES: Directors: Young, Strong, Marsh, Fountain

ABSTAIN: Directors: Mason

8.4 Review the yearly committee board meeting schedule.

The board of directors discussed monthly committee meetings, Director Strong expressed interest to have less meetings in the event there was a light agenda. The Executive Director agreed per the by-

laws committees must have regular meeting schedule that is published at the regulars board meetings. Executive Director Thorpe further explained that it is the chair of each committee who has the prerogative to cancel a meeting if he/she deems fit if there's transparency to when the meetings will be held and/or cancelled. Furthermore, this will allow needed flexibility in the future for vacations and holiday scheduling for the board. Director Linda Strong advised that the Programs Committee meeting is set for the third Tuesday of every month.

9. EXECUTIVE DIRECTOR REPORT

The Board of Directors received a report regarding District activities. The executive director updated the board that the security company fixed ongoing issue related to security cameras and key fobs. Key fob malfunction is still an ongoing issue but is currently being addressed by the security company. The process for meetings is being scheduled with our grantees for the month of August. A feedback questionnaire was sent out with the site visit request to gauge how we can improve our processes. A small concern for some grantee was the in-person check delivery process. Director Young inquired about replacing the physical building keys. The executive director explained that updated the key can be done but after ADT resolved key fob issues. Director Marsh asked if the same alarm company is covering the barn and if so, does it alert Director Young's house or his home. The executive director explained that the camera issues with the security company were related to the office security system not the barn. In conclusion the system will be updated altogether with current responder's names once fully repaired and restored.

Director Marsh also inquired on the grant searches related healthy food and nutrition. Executive Director Thorpe expressed that looking for those grants is in Community Outreach Specials Cisneros' scope of work and that he would update on any potential grants. Director Strong asked how many site visits are scheduled and for what cycle. Per Community Outreach Specialist Shaw, the current site visit schedule is for the summer grants programs.

10. BOARD AND COMMITTEE REPORTS

Director Marsh announced she will reach out to "People Who Care" for the award next month. She has scheduled to meet with Connie to get further information about the program. Director Young requested clarification regarding which meeting, Director Marsh said September.

11. UPCOMING PUBLIC, COMMUNITY AND CIVIC EVENTS

Director Strong announced the Veterans event, which was schedule for August 14, 2021, at 5:00 pm and requested Executive Director Thorpe attend. Director Young announced Director Marsh and Strong attended Literacy Program kickoff event for the City of Pittsburg. She is hoping the District can partner with the program particularly to engage and bring awareness to the ethnic groups. Director Young will bring updates for the next meeting. Executive Director Thorpe advised he attended the Aspire summer program and they put on an amazing show and the staff was really dedicated. Director Young mentioned Aspire will be doing another event called "Neverland" in a few weeks and will get the date. Director Marsh believes it will be cancelled due to the pandemic.

Director Marsh also did announce there will be two more events this month and the police have a survey going around for the “Public Safety Committee” and everyone is encouraged to fill out the survey regarding police engagement for the community.

Events:

Pittsburg Downtown Car Show: August 26, 2021, between 6:00 pm and 8:00 pm

Cars In the Park at Buchanan: August 28, 2021.

12. SUGGESTED FUTURE AGENDA ITEMS

Director Young suggested the Pittsburg Police Department needed support for P.A.L. and would like them to present to give more information. The topic of community events was discussed regarding all staff and the Executive Director to attend for the future to ensure connections are being made within the community.

13. ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 8:31pm.