



"Advancing Solutions to Health Disparities"

Committee:

Community Garden District Programs & Activities Finance Grants & Policy REAL

Purpose: *Legal Documents*

Meeting Date: 03/09/2017 - 6:30 PM

Date and Time of Next Meeting: April, 13, 2017 – 2:00pm

- Chair:** Emmanuel Ogunleye
- Board Member:** Art Fountain
- Staff:** Godfrey Wilson Executive Director, Aaronique Gordon, Minutes Clerk

Agenda Item #1: Call to Order/Roll Call

Action Minutes

Needs Staff Assistance

Needs to Go Full Board

- 1. All members present

Agenda Item #2: Public Comments

Action Minutes

Needs Staff Assistance

Needs to go to full Board

- 1. The Committee Chair informed the committee that the Strategic Plan will become an agenda item of its own as of 03/09/2017
- 2. Emmanuel requested a Strategic Plan preface covering the last 5 years.
- 3. Emmanuel requested a count of how many grant programs LMCHD sponsored in 2010 vs. how many we currently sponsor in 2017.
- 4. For the next 3 months, all REAL committee meetings will be held on Thursdays at 2:00pm

Agenda Item #3: Review/Discuss Minutes of February, 17 2017 Committee Meeting

Action Minutes

Needs Staff Assistance

Needs to Go to Full Board

1. Minutes Approved as written

Agenda Item #4: Review/Discuss LMCHD Credit Card Policy - Godfrey Wilson, Executive Director

Action Minutes	Needs Staff Assistance	Needs to Go to Full Board
1. Chairman will make changes to Credit Card Policy in a timely fashion.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. Art Fountain will direct all policy changes to the Executive Director.	<input type="checkbox"/>	<input type="checkbox"/>
3. Emmanuel expressed that the opening statement in the current policy lacks definition, stating that the purpose of the Credit Card Policy should be directly defined in the opening statement.	<input type="checkbox"/>	<input type="checkbox"/>
4. Emmanuel suggests that we clarify store card procedures and credit card procedures.	<input type="checkbox"/>	<input type="checkbox"/>
5. Emmanuel will make obvious changes in the 'Authority' section of the policy.	<input type="checkbox"/>	<input type="checkbox"/>
6. The Executive Director will hold the unshared responsibility of reviewing the 'Authority' section in the credit card policy and eliminating any mention of direct staff.	<input type="checkbox"/>	<input type="checkbox"/>

Agenda Item #5: Review LMCHD Records Retention Policy & Schedule – Godfrey Wilson, Executive Director

	Needs Staff Assistance	Needs to Go to Full Board
1. Arthur Fountain suggested that the ED provide information of where the records are being stored and include the location in the policy by the next REAL Committee meeting.	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Agenda #6: Review/Discuss Status Report on work in the Pittsburg Health center/LMCHD Parking area

Action Minutes	Needs Staff Assistance	Needs to Go to Full Board
1. Parking area is currently under construction.	<input type="checkbox"/>	<input type="checkbox"/>
2. Completion status will be included at the committee's next meeting Executive Directors Report.	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Agenda Item #7: Review/Discuss Finance Committee of the Whole recommendation to consult with the County regarding a possible storage area underneath the LMCHD corridor

Action Minutes	Needs Staff Assistance	Needs to Go to Full Board
1. Executive Director reported that he is waiting for a response from the Clinic Coordinator regarding the storage closet.	<input type="checkbox"/>	<input type="checkbox"/>
2. Emmanuel urged dealing with a higher position of authority of authority for approval.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3. Discussion to be continued on April 13, 2017.	<input type="checkbox"/>	<input type="checkbox"/>

Agenda Item: #8 Review/Discuss Fire Door Disposition -Godfrey Wilson, Executive director

Action Minutes	Needs Staff Assistance	Needs to Go to Full Board
1. Discussion to be continued on April 13, 2017. <input checked="" type="checkbox"/>	<input type="checkbox"/>	
2.		

Agenda Item: # 9 Review/Discuss Communications with Contra Costa County Re; Pittsburg Health Center building

Action Minutes	Needs Staff Assistance	Needs to Go to Full Board
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1. Discussion to be continued 04/13/2017

Agenda Item: #10 Review/Discuss Contra Costa County Lease Agreement- Godfrey Wilson, Executive Director

Action Minutes

Needs Staff Assistance

Needs to Go to Full Board

1. Discussion to be continued on April 13, 2017.

Agenda Item: #11 Review/Discuss Office Statewide Health Planning & Development [OSHPD] Bankruptcy

Action Minutes

Needs Staff Assistance

Needs to Go to Full Board

1. Discussion to be continued on April 13, 2017.

Agenda Item: #12 Review/Discuss letter of authorization for T-Mobile Wireless Work

Action Minutes

Needs Staff Assistance

Needs to Go to Full Board

1. Discussion to be continued April 13, 2017.