

MINUTES  
SPECIAL BOARD MEETING  
LOS MEDANOS COMMUNITY HEALTHCARE DISTRICT  
Monday, January 11, 2021  
6:30 p.m. – VIA ZOOM

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

The meeting was called to order at 6:35 p.m.

**Roll Call**

Present: Directors: Young, Strong, Marsh, Fountain

Absent: Directors: Mason

**2. ANNOUNCEMENT OF CLOSED SESSION – Director Patt Young**

Conference with Legal Counsel pursuant to Government Code Sections 54956.9(d)(1) - Existing Litigation Re: Los Medanos Community Healthcare District v. Contra Costa Local Agency Formation Commission, Defendant, and County of Contra Costa, Real Party in Interest, Contra Costa County Superior Court Case number: C19-00048 *Negotiator: Director Patt Young*  
*Conference call-in: Attorney Elizabeth Calciano*

Director Young announced the Closed Session at 6:35 p.m.

**3. ADJOURNMENT OF CLOSED SESSION**

The Closed Session was adjourned at 7:12 p.m. and the regular meeting resumed at 7:15 p.m.

**4. RESUME OPEN MEETING - REPORT ACTIONS OF CLOSED SESSION**

There was no reportable action, during this time a call to order roll call was made and Director Mason was present. The entire board was present for the resuming of the regular meeting.

**5. PLEDGE OF ALLEGIANCE**

**Director Dennisha Marsh led in the Pledge of Allegiance**

**6. 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**

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

**8. CONSENT CALENDAR - Action No. 210102**

**8.1** Minutes – Regular Meeting of December 14, 2020

**8.2** Minutes - Special Meeting of December 21, 2020

**8.3** Minutes – Special Meeting of December 23, 2020

**8.4** Receive and File - Financial Report

- Profit and Loss for July through November 2020
- Budget vs. Actual July through November 2020
  - Balance Sheet as of November 2020
  - Credit Card Charges – November 2020
- Cash Disbursements November 2020
  - Current Financial Statistics

**8.4** Financial Documents - Separate Attachment

**8.5** Review/Approve Board Members Authorized to Sign LMCHD Checks

**8.6** Review/Approve Finance Committee Recommendation Re: purchase of iPad for Director Dennisha Marsh – **Action #210106**

A motion was made by Director Mason, seconded by Director Strong to approve the Consent Calendar without discussion of:

8.4 Receive and File - Financial Report

8.5 Authorized to Sign LMCHD Checks

8.6 Purchase of iPad for Director Marsh.

The motion was approved by the following vote:

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

NOES: Directors: None

ABSTAIN: Directors: None

ABSENT: Directors: None

**8.4 Receive and File - Financial Report**

The Board decided to review each item separately, starting with the Financial Report which Director Strong advised she didn't have sufficient time to review. However, it was explained that this item, is only to receive and file and per Director Fountain it will help the board to discuss if approved. A motion was made by Director Mason, seconded by Director Marsh to approve.

The motion was approved by the following vote:

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

NOES: Directors: None

ABSTAIN: Directors: None

ABSENT: Directors: None

### **8.5 Authorized to Sign LMCHD Checks**

A discussion was made to review authorizing members to sign bank checks. The Board requested Director Strong to elaborate in detail her concerns with this item. Therefore, she explained she didn't want any confusion with the bank due to the application process that is included with authorizing signers. The Board decided this wouldn't be an issue and a motion was made by Director Mason, seconded by Director Marsh to approve.

The motion was approved by the following vote:

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

NOES: Directors: None

ABSTAIN: Directors: None

ABSENT: Directors: None

### **8.6 Purchase of iPad for Director Marsh**

A request was made by Executive Director Thorpe for the Board to review and approve an iPad for Director Dennisha Marsh. The approval discussion originally took place during a finance meeting and then the item was purchased. The Board was requested to approve this item, the exact amount of the purchase was requested for approval per Director Fountain. The amount of the purchase was \$601.04. A motion was made by Director Strong, seconded by Director Mason with the agreement to amend the amount.

The motion was approved by the following vote:

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

NOES: Directors: None

ABSTAIN: Directors: None

ABSENT: Directors: None

## 9 REGULAR AGENDA

### 9.6 Appointment of Committee Chairs/Members – *Director Patt Young - Action #210101*

Director Young appointed and nominated committee representatives in each category.

**Grants:** Director Young nominated Director Strong, a motion was made by Director Mason and seconded by Director Marsh.

The motion was approved by the following vote:

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

**Programs:** Director Young nominated Director Marsh, a motion was made by Director Strong and seconded by Director Fountain.

The motion was approved by the following vote:

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

**REAL:** Director Young nominated Director Mason, a motion was made by Director Strong and seconded by Director Marsh.

The motion was approved by the following vote:

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

**Garden:** Director Young nominated Director Mason, a motion was made by Director Strong and seconded by Director Marsh.

The motion was approved by the following vote:

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

NOES: Directors: None

ABSTAIN: Directors: None

ABSENT: Directors: None

**Finance:** Director Young nominated Director Fountain, a motion was made by Director Mason and seconded by Director Strong.

The motion was approved by the following vote:

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

NOES: Directors: None

ABSTAIN: Directors: None

ABSENT: Directors: None

The Board was instructed to assign members for the Programs, REAL and Garden committees due to it not being written in the bylaws. Director Young nominated herself, for both the REAL and Garden committee. A motion was made by Director Strong, seconded by Director Mason.

The motion was approved by the following vote:

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

NOES: Directors: None

ABSTAIN: Directors: None

ABSENT: Directors: None

**Programs:** Director Young nominated Director Strong, a motion was made by Director Mason and seconded by Director Marsh.

The motion was approved by the following vote:

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

NOES: Directors: None

ABSTAIN: Directors: None

ABSENT: Directors: None

**9.2** Review/approve engagement letter with Fechter and Company, Certified Public Accountants for auditing services and authorize the Board President and Executive Director to sign the letter - ***Craig Collins/Lamar Thorpe - Action #210102***

The board was presented with a staff report to enter a new contract with Fechter and Company with a 3% increase which averages to forty dollars.

A motion was made by Director Marsh, seconded by Director Mason. The motion was approved by the following voice vote:

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

NOES: Directors: None

ABSTAIN: Directors: None

ABSENT: Directors: None

**9.3** 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***

A request was made to the board to approve the presented budget resolution by Craig Collins. A motion was made by Director Strong, seconded by Director Mason. The motion was approved by the following voice vote:

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

NOES: Directors: None

ABSTAIN: Directors: None

ABSENT: Directors: None

**9.4** Review/Approve budget adjustment to accommodate direct services program for AED services \$15,260 ***Craig Collins/Lamar Thorpe - Action #210104***

A request was made to the board to approve the presented budget resolution for the AED services. A motion was made by Director Mason, seconded by Director Fountain. The motion was approved by the following voice vote:

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

NOES: Directors: None

ABSTAIN: Directors: None

ABSENT: Directors: None

**9.5** Review/Approve budget adjustment for district sponsored program additional funding for Healthy Hearts Institute in the amount of \$3,800 *Craig Collins/Lamar Thorpe - Action #210105*

A request was made to the board to approve the presented budget resolution for Healthy Hearts Institute. A point of order was raised by Director Fountain, directing for the resolution to be read. The resolution was read by Executive Director Thorpe. A motion was made by Director Strong, seconded by Director Mason. The motion was approved by the following voice vote:

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

NOES: Directors: None

ABSTAIN: Directors: None

ABSENT: Directors: None

**9.6** Review/Approve budget adjustment for district sponsored program additional funding for Reading Advantage in the amount of \$500 *Craig Collins/Lamar Thorpe - Action #210107*

A request was made to the board to approve the presented budget resolution for Reading Advantage. The Executive assistant read the resolution to the board, per Director Fountain's request. A motion was made by Director Strong, seconded by Director Fountain. The motion was approved by the following voice vote:

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

NOES: Directors: None

ABSTAIN: Directors: None

ABSENT: Directors: None

**9.7** Review/Approve budget adjustment for 2020-2021 fall grants additional funding for Parents for African American Achievement Collaborative Team (PAAACT) in the amount of \$13,420

*Sabrina Hansen - Action #210108*

A request was made to the board to approve the presented budget resolution for Parents for African American Achievement Collaborative Team. The Executive assistant read the resolution to the board, per Director Fountain's request. A motion was made by Director Strong, seconded by Director Fountain. The motion was approved by the following voice vote:

AYES: Directors: Mason, Young, Strong, Fountain

NOES: Directors: None

ABSTAIN: Directors: Marsh

ABSENT: Directors: None

**10. EXECUTIVE DIRECTOR REPORT**

The Executive Director updated the board on the ACHD budget proposal and additional investments in health care. He also advised, the team continues to work from home due to the extended shelter in place order and some have upcoming trainings. The board was notified of all community outreach changes and grant and program updates as well.

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

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

**13. SUGGESTED FUTURE AGENDA ITEMS - None**

**14. ADJOURNMENT**

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



