

MINUTES
REGULAR BOARD MEETING
LOS MEDANOS COMMUNITY HEALTHCARE DISTRICT
Monday, March 9, 2020
6:30 p.m. – LMCHD Board Room

1. CALL TO ORDER/ROLL CALL

The meeting was called to order at 6:34 p.m.

Roll Call

Present: Directors: Fountain, Mason, Young, Strong (via teleconference), Cromartie
Absent: Directors:

2. ANNOUNCEMENT OF CLOSED SESSIONS

Director Young announced the following Closed Sessions. The Regular Meeting adjourned to Closed Session at 6:35 p.m.

- a) Conference with Legal Counsel pursuant to Government Code Sections 54956.9(d)(1) - Existing litigation 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*
- b) Conference with labor negotiator pursuant to Government Code Sections 54957 – Public Employee Performance Evaluation – Lamar A. Thorpe, Executive Director – ***Negotiator: Director Patt Young***

3. ADJOURNMENT OF CLOSED SESSIONS

The Closed Sessions adjourned at 7:18 p.m.

4. RESUME OPEN MEETING - REPORT ACTIONS OF CLOSED SESSION

The Open Meeting resumed at 7:20 p.m. There was no reportable action from the Closed Sessions.

5. PLEDGE OF ALLEGIANCE

Director Fountain lead 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

Director Mason read the Mission Statement.

A motion was made by Director Mason, seconded by Director Strong, to suspend the rules and advance to Item No. 12, to hear the Executive Director's Report. The motion was approved unanimously.

12. EXECUTIVE DIRECTOR REPORT

The Executive Director reported on the following issues:

- New employees: Nichole Gardner, Administrative Assistant
Sabrina Hanson-Beardsley, Administrative Assistant/Grants
Denisha Mash, Community Outreach Specialist for Direct Service Programs
- Summer Grants Process- Bidders Conference – March 12, 2020, 10:00 a.m. and 6:30 p.m.)
Mid-year 2019 Fall Program mid-year reports due on April 7, 2020
District-sponsored Program Workplans due March 31, 2020
May 11 – Board Approval; May 20 - Disbursement
- Community Garden Clean-up Day March 22, 2020
Future Build approved for a grant to rebuild 60 garden plots.
Election Results – members approved moving plots leasing period to March
Barn upgrades are complete and area can now be used as workspace.
- Programs (in transition)
Developing contract database
Healthy Aging (mapping)
Sexual Health (mapping)
Eyeglasses\
Behavioral Health (mapping)

Resume Agenda Order

7. APPROVAL OF AGENDA

A motion was made by Director Mason, seconded by Director Strong, to approve the agenda, as modified. The motion was approved unanimously.

8. PUBLIC COMMENTS – Non-Agenda Items (3 minutes/individual)

No public comments.

9. SPECIAL PRESENTATIONS – None

10. CONSENT CALENDAR

- 10.1 Minutes - Regular Board Meeting of February 10, 2020 – *Action #200301*
- 10.2 Special Meeting of February 7, 2020 – *Action #200302*
Special Meeting of February 24, 2020 – *Action #200303*
- 10.1 Receive and File - Financial Report – *Action #200304*
 - Profit and Loss for July through January 2020
 - Budget vs. Actual July through January 2020

- Balance Sheet as of January 2020
- Credit Card Charges – January 2020
- Cash Disbursements – January 2020
- Current Financial Statistics

A motion was made by Director Mason, seconded by Director Strong, to approve the Consent Calendar. The motion was approved by the following vote:

AYES: Board Members: Fountain, Mason, Young, Strong, Cromartie

NOES: Board Members: None

ABSTAIN: Board Members: None

ABSENT: Board Members: None

11. ACTION ITEMS

11.1 Review/Discuss Community Food Co-op Feasibility Study (Cont'd. 2/10/20) – *Jasmine Cisneros, Garden Outreach Specialist – Action #200305*

The Board at its February 10, 2019 meeting directed the staff to examine potential funding strategies and conduct a feasibility study for a store cooperative model. Jasmine Cisneros outlined potential options that would align with Goal 4 of LMCHD's Strategic Plan: "*LMCHD supports research and educational programming that moves the District community towards improved and innovative practices and enhances service delivery to District residents.*" Three options to accomplish this effort, are outlined in the staff report, dated March 3, 2020.

Ms. Cisneros responded to comments and questions by Board members regarding the three presented options. Director Cromartie stated that he would favor consideration of Option No. 2 to fund the study using Community Benefit funding by a specific board member and allocating \$5,000. The staff pointed out that Community Benefit funding requires that an organization have a 501(c) (3) status in order to qualify for this method of funding, and that this would not be a recommended option.

Executive Director Thorpe responded to questions by board members regarding the bid process for selecting contractors for a food co-op, and pointed out that the decision before the Board at this time is only to consider an option for conducting a feasibility study. He pointed out that this matter is being brought back before the Board as a result of the discussion and feedback from the previous month's meeting when it was recommended that the staff conduct an analysis of the proposal and develop options for a food co-op feasibility study.

Director Strong questioned whether or not the current staff has the required time and expertise to assist with this feasibility study. The Executive Director responded to this concern and stated that it is his opinion that the staff has the qualifications and the ability and to fit this project into its current framework.

Director Cromartie stated that he believes the City of Pittsburg or the County should share in the cost of a feasibility study.

Denisha Marsh, interim Outreach Specialist for Direct Service projects, expressed support of the Co-op Feasibility Study since it complies with the goals established by the District.

Holland Barrett White addressed the Board, stating that he is approaching this Co-op Study as a voting member of the District, and believes LMCHD is the best entity to accomplish this study due to its mission to overcome health disparities within the community.

There being no further discussion, a motion was made by Director Mason, seconded by Director Strong, to accept the proposal of Holland Barrett White to establish a partnership to provide funding and approve Option No. 3 to fund the project using Direct Services funding in the amount of \$10,000. The motion was approved by the following vote:

AYES: Board Members: Mason, Young, Strong

NOES: Board Members: Fountain, Cromartie

ABSTAIN: Board Members: None

ABSENT: Board Members: None

11.2 Review/Approve a proposed modification to Article V, Sections 1-3 of the LMCHD Bylaws - COMMITTEES – *Lamar Thorpe, Executive Director – Action #200306*

Director Cromartie pointed out that the proposed Bylaws change was not received by board members at least one week in advance as required.

Executive Director Lamar Thorpe, agreed that a notice of the change was generated, but the proposed modification was not included.

Director Young announced that this item be tabled until the next regular meeting of the Board to allow proper notification of this proposed modification.

11.3 Review/Approve modification to Section 17 of the LMCHD Travel Policy to include reimbursement language – *Craig Collins, Accountant - Action #200307*

Accountant Craig Collins reported. He stated that the proposed modifications to the Travel Policy were discussed at the February 24 Finance Committee meeting. The Policy now addresses reimbursements in general, rather than being limited to travel reimbursements only. Mr. Collins stated that this modification would also satisfy an ACHD requirement for Special District certification.

The staff responded to a question by Director Fountain regarding the modified policy and compliance with the Brown Act.

A motion was made by Director Mason, seconded by Director Strong, to approve the proposed modification to the LMCHD Travel Policy. The motion was approved by the following vote:

AYES: Board Members: Fountain, Mason, Young, Strong, Cromartie

NOES: Board Members: Fountain

ABSTAIN: Board Members: None

ABSENT: Board Members: None

12. EXECUTIVE DIRECTOR REPORT (See Page 2)

13. BOARD AND COMMITTEE REPORTS

Director Mason reported on the March 11, 2020 REAL Committee Meeting. The committee discussed areas of focus to include at future meetings, and also determined that the committee would meet on a quarterly basis.

Director Cromartie expressed concern regarding the practice of no longer including committee minutes with the Board agenda. Executive Director Thorpe responded to this concern. The Board President confirmed that in reviewing the agenda contents, it was her recommendation that because committee meeting minutes are reviewed by individual committees and are available on the website, it was not necessary to include them on the Board monthly agenda. It was additionally confirmed that this change does not violate any Brown Act requirement.

14. UPCOMING PUBLIC, COMMUNITY AND CIVIC EVENTS

15. SUGGESTED FUTURE AGENDAS ITEMS

Director Cromartie requested that the issue of Committee Meeting minutes be included for discussion on a future agenda.

16. ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 8:32 p.m.

Barbara Kee
Recording Secretary

Linda Strong
LMCHD Board Secretary