

MINUTES
LOS MEDANOS COMMUNITY HEALTHCARE DISTRICT
BOARD MEETING
January 9, 2017
6:30 P.M. – LMCHD Board Room

1. CALL TO ORDER

Board President Ogunleye called the meeting to order at 6:36 p.m.

2. ROLL CALL (*Director Cromartie teleconferenced this meeting from Hale Koa Hotel, 2055 Kalia Road, Honolulu, HI 96815*)

Present: Marilyn Condit, Board Member
Linda Strong, Treasurer
Dr. J. Vern Cromartie, Vice President (teleconference)
Emmanuel Ogunleye, President

Absent: Arthur Fountain, Secretary

Also Present: Godfrey Wilson, Executive Director
Barbara Kee, Recording Secretary
Craig Collins, Accountant
Eric Akeson, Webmaster

3. PLEDGE OF ALLEGIANCE – Director Ogunleye led 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 Marilyn Condit

Director Condit read the LMCHD Mission and Vision Statements.

5. REORGANIZATION

5.1 Incoming Board President’s Address and Presentation - *Board President Ogunleye*

Board President Ogunleye thanked the Board of Directors for giving him the opportunity to serve as its President. He also thanked LMCHD’s community partners for services provided, He reported that in 2017, the Board would review its Strategic Plan and also focus on community Outreach programs.

5.2 Appointment of Committee Chair and Representative – *Board President Ogunleye*

The Board President made the following representative appointments to LMCHD committees:

- a) REAL Committee – Ogunleye (Chair), Fountain (Member)
- b) Outreach Committee – Ogunleye (Chair), Cromartie (Member)
- c) Garden Committee – Condit (Chair), Strong (Member)
- d) Finance Committee of the Whole - Fountain (Chair), All Board Members
- e) Grants Committee of the Whole – Strong (Chair), All Board Members
- f) DPAC – Cromartie (Chair), Ogunleye (Member)

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

- Lawrence Rasheed, Founder of GRIOT (Greatness Rediscovered in Our Time) spoke on behalf of this organization and discussed their role in providing a healthy lunch for 200 participants at the 2017 Black Male

Achievement MLK Mentoring Day on January 14, 2017. He urged the Board's support of Public Benefit funding for this event.

- Willie Mims, addressed the Board on behalf of the NAACP and the Pittsburg Black Political Organization. He discussed the annual breakfast at Solomon's Temple Church on January 16, 2017.

7. SPECIAL PRESENTATIONS

7.1 Men's Health Group – *Melissa Bermudez*

Melissa Bermudez, Contra Costa Health Services Group Medical Visits Coordinator, addressed the Board and discussed the success of the 2016 Men's Health Fair. She also discussed the June 24, 2017 East County Men's Health and Wellness Fair and urged the Board's continued support of this program.

8. APPROVAL OF MINUTES

8.1 Study Session of December 10, 2016 – **Action #170101**

A motion was made by Director Condit, seconded by Director Strong, to approve the minutes of December 10, 2016. The motion was approved unanimously.

8.2 Regular Meeting of December 12, 2016 – **Action #170102**

Director Cromartie noted a correction on Page 1, Section 5.2, Paragraph 2, to change "Marilyn Condit" to "Director Condit," and on Page 2, Section 5.2, Paragraph 3, to change "Director J. Vern Cromartie" to "Director Cromartie."

A motion was made by Director Strong, seconded by Director Condit to approve the minutes as corrected. The motion was approved unanimously.

9. CONSENT CALENDAR

9.1 Approval of Financial Report – **Action #170103** (*Not reviewed by Finance Committee - Continued to February 13, 2017 Board Mtg.*)

- Profit and Loss for November, 2016
- Budget vs. Actual July through November, 2016
- Cash Disbursements – November 2016
- Visa Card charges – July through October, 2016
- Balance Sheet as of November, 2016
- Cash Disbursements – November 2016
- Visa Card charges – July through October, 2016

Accountant Craig Collins responded to a public inquiry from Mr. Willie Mims. He explained that the Financial Reports are not included with this agenda due to the fact the December Finance Committee meeting was moved forward on the calendar and reports were not available for Board review at that time. November and December financial reports will be available for review at the February 13, 2017 Board of Directors meeting.

9.2 Review/Approve DPAC recommendation to award a Good Health Best Practices award to the City of Pittsburg and Farmers Market Program at February 13 Board Meeting - **Action #170104**

Director Cromartie pointed out that the correct name for this program is "Pacific Coast Farmers Market Association."

A motion was made by Director Strong, seconded by Director Cromartie, to approve the recommendation as stated, amending the name to “Pacific Coast Farmers Market Association.” The motion was approved unanimously.

9.3 Review/Approve report received from AME Community Church for expenditure of Board of Directors Community Benefit Funding - Action #170105

A motion was made by Director Cromartie, seconded by Director Condit, to approve the final report from First African Methodist Episcopal Church for expenditure of Board of Directors Community Benefit Funding. The motion was approved unanimously.

9.4 Review/Approve use of Directors Community Benefit Funding to support Black Male Achievement MLK Mentoring Day – Action #170106

A motion was made by Director Cromartie, seconded by Director Strong, to approve use of Directors Community Benefit Funding to support Black Male Achievement MLK Mentoring Day. The motion was approved unanimously.

9.5 Review/Approve REAL Committee recommendation to amend the LMCHD Personnel Manual to include the Veterans Day Holiday (retroactive) for LMCHD employees – Action #170107

A motion was made by Director Strong, seconded by Director Ogunleye, to approve an amendment to the Personnel Manual to include the Veterans Day Holiday (retroactive to March 2013) for LMCHD employees. The motion was approved unanimously.

10. EXECUTIVE DIRECTOR REPORT – Godfrey Wilson

10.1 Activity Report

Executive Director Godfrey Wilson introduced himself to health partners present in the audience. He acknowledged LMCHD staff and contract employees.

The Executive Director presented his Activity Report, dated January 9, 2017, filed as a permanent record with this meeting.

10.2 Legislative Updates

- a) Notes from Little Hoover Report and ACHD comments – Noted.
- b) AB 2389 (Ridley-Thomas) – Special Districts: District-based elections, reapportionment – Noted.

11. ACTION ITEMS

11.1 Adopt Resolution transferring funds in the amount of \$27,000 for the LMCHD Fall 2016 Health and Wellness Program, for a total budget of \$151,675 – Action #170108

A motion was made by Director Strong, seconded by Director Condit to Adopt Resolution No. 170108 approving transfer of funds in the amount of \$27,000 for the LMCHD Fall 2016 Health and Wellness Program, for a total budget of \$151,775. The motion was approved unanimously.

11.2 Review/Approve Grants Committee of the Whole and Board of Directors recommendations for LMCHD 2016 Fall Health and Wellness Program – Action #170109

A motion was made by Director Strong, seconded by Director Condit, to approve recommendations for the 2016 Fall Health and Wellness Program. The motion was approved unanimously.

- 11.3** Adopt Resolution amending 2016-2017 budget to reallocate funding for personnel and staffing costs not to exceed \$12,000.00 - **Action #170110**

Accountant Craig Collins explained that this resolution should be modified to include not only the additional office staffing position, but also, funds resulting from expenses incurred to facilitate the transition of Executive Directors. The correct budget reallocation is \$31,630.

A motion was made by Director Strong, seconded by Director Condit to approve modified Resolution No. 170110 amending the 2016-2017 budget to reallocate funding for personnel and staffing costs not to exceed \$31,630. The motion was approved unanimously.

- 11.4** Review/Approve REAL Committee and Finance Committee recommendations for a new staff position job description – **Action #170111**

A motion was made by Director Strong, seconded by Director Condit, to approve the job description for the Office Aide/Minutes Clerk position. The motion was approved unanimously.

Recess and Reconvene

A recess was announced at 8:10 p.m. The meeting reconvened at 8:32 p.m.

12. BOARD REPORTS

12.1 Board Member Reports - None

12.2 Board President Report re: Closed Session on December 12, 2016 – *Pursuant to Government Code Section 54957 – Personnel Update - Representative/Negotiator: Godfrey Wilson, Executive Director* – No reported action.

12.3 Legal Reports - None

13. COMMITTEE'S REPORTS/RECOMMENDATIONS/MINUTES

13.1 Committee Meeting Minutes (Un-reviewed November and December committee meeting minutes will be included for the February 2017 Board of Directors meeting.)

Director Condit urged that all future Committee Reports be summarized rather than read verbatim. Board President Ogunleye supported this request.

14. COMMUNICATIONS/ INFORMATION ONLY

- a) Letter from Melanie Anguay, Executive Director, and Barb Hunt, Development Director, St. Vincent de Paul re: RotaCare Pittsburg Free Medical Clinic – Noted.
- b) Information Only - Pittsburg's Off the Grid Food Trucks, every Friday 5:00 pm- 9:00 pm - John Buckley Square (5th St. @ Railroad Ave.) - Noted.

15. ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 8:41 p.m.

Barbara Kee
Recording Secretary

Arthur Fountain
Board Secretary