

MINUTES
REGULAR BOARD MEETING
LOS MEDANOS COMMUNITY HEALTHCARE DISTRICT
Monday, January 13, 2020
6:30 p.m. – LMCHD Board Room

1. CALL TO ORDER/ ROLL CALL

The meeting was called to order at 6:30 p.m.

Roll Call

Present: Directors: Fountain, Mason, Young, Strong

Absent: Directors: Cromartie

2. PLEDGE OF ALLEGIANCE

Director Fountain led in the Pledge of Allegiance.

3. 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 Mason read the Mission Statement.*

4. APPROVAL OF AGENDA

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

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

Charles Smith, gardener with the LMCHD Community Garden, addressed the Board and requested that item 9.2 be rescheduled to the next regular meeting of the Board.

6. SPECIAL PRESENTATIONS

6.1 Presentation of Good Health Best Practices Award to La Fiesta Market, Bay Point, CA – *Director Cromartie*

Director Strong reported on behalf of Director Cromartie. A representative of La Fiesta Market was not present in the audience to accept the award. Therefore, a motion was made by Director Mason, seconded by Director Strong, to postpone this presentation until the next regular meeting of the Board. This motion was approved unanimously by the board.

7. BOARD REORGANIZATION

7.1 Presentation of Award – *Director Patt Young*

Director Young reported that this item would be continued to the next regular meeting of the board.

7.2 Review/Discuss Committee Restructure – *Lamar Thorpe, Executive Director*

Executive Director Thorpe discussed the staff report included with the board support information. He referred to the section of the Bylaws addressing various committees, stating that the Finance Committee requires that “two members of the Board shall serve on the committee, including the Board Treasurer,” who will serve as the Chair.” Board members discussed the merits of including the full board on the committee, and it was agreed that this composition could continue if agreeable to all.

The Board President announced that the Board would continue discussion of Item 7.2 following the scheduled Closed Session.

11. BOARD REPORTS

11.1 Board President – Announcement of Closed Session

12. ADJOURNMENT TO CLOSED SESSION

The Board adjourned to Closed Session at 7:00 p.m.

- 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 *Conference call-in: Attorney Elizabeth Calciano*

13. RECONVENE REGULAR MEETING

The regular meeting reconvened at 7:22 p.m. There was no recommended action to report from the Closed Session.

7.2 (*Continued Discussion*) Review/Discuss Committee Restructure – *Lamar Thorpe, Executive Director*

Executive Director Thorpe stated that he would follow up with the LMCHD attorney to see whether or not the Finance Committee structure could be discussed at the next Finance Committee meeting, although any action would need to be taken at a special or regular meeting of the Board.

A discussion followed regarding the Outreach and DPAC committees and the suggestion to consolidate these two committees and rename as “Program Committee. Mr. Thorpe stated that there is a question of whether the roles of certain committees might be handled administratively rather than by a committee as there are components of “outreach” in both committees. If the board were to consolidate the two committees and re-name as “Program Committee,” the agenda could be separated into two areas, such as “Direct Services” and “District Sponsored programs.”

It was the consensus of the Board to table this discussion until all members of the board are available to express their opinions.

7.3 Appointment of Committee Chairs/Members – *Lamar Thorpe, Executive Director / Director Patt Young - Action #200101*

Director Young in her role as Board President considered appointments to various committees. She indicated she would like to serve on the REAL Committee and would like to appoint Director Cromartie to serve with her. There were no other suggestions for representatives and it was the consensus of the Board to continue appointments to this committee to the next regular meeting.

She suggested appointment of Lee Mason as Chair on the Garden Committee, and she would like to serve with Director Mason. There were no other suggestions for representatives on this committee and the Board indicated its consensus.

Director Young appointed Director Strong to Chair the Grants and Policy Committee. This has been a committee comprised of all five board members, and it was agreed to maintain this structure.

It was the consensus of the Board that the DPAC, Outreach, and REAL Committee structures be considered at a future meeting, and these committees will remain status quo until further discussed.

8. CONSENT CALENDAR

8.1 Minutes - Regular Board Meeting of December 9, 2019 – *Action #200102*

8.2 Receive and File - Financial Report – *Action #200103*

- Profit and Loss for July through November 2019
- Budget vs. Actual July through November 2019
- Balance Sheet as of November 2019
- Credit Card Charges – November 2019
- Cash Disbursements – November 2019
- Current Financial Statistics

8.3 Receive and File – Report re: Employers and Officers Liability Insurance – *Lamar A. Thorpe, Executive Director - Action #200104*

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

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

9. ACTION ITEMS

9.1 Review, discuss and approve revised contract for Executive Director Lamar A. Thorpe, effective December 1, 2019 – *Action #200105*

The Board reviewed the staff report, dated January 7, 2020. There being no discussion, a motion was made by Director Fountain, seconded by Director Strong, to approve the revised contract for Executive Director Lamar A. Thorpe, effective January 13, 2020 and retroactive to December 1, 2020. The motion was approved by the following vote:

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

9.2 Receive and file – Update re: Community Garden – *Lamar A. Thorpe, Executive Director, Action #200106* (Guest Charles Smith)

Executive

Director Lamar Thorpe introduced Jasmine Cisneros who will be working as Community Garden Outreach Specialist. Ms. Cisneros addressed the Board stating that she has a special interest in working with youth in the community and will be coordinating a pre-school program in the Garden. Her background includes working with the Ambrose Community Garden in Bay Point, and she plans to work with the gardeners to develop some new programs and ideas, as well as an overall garden clean-up. She will maintain her office at the shed in the garden, thus offering a greater opportunity to oversee activities.

Directors Mason and Young discussed the current Garden Policy and individual gardener contracts. It is believed having a physical presence in the garden will encourage gardeners to uphold the policy.

9.3 Review, discuss and provide staff direction regarding scheduling a Board Study Session for Brown Act training – *Lamar A. Thorpe, Executive Director*

The Executive Director discussed suggested board member training to receive updates on the Brown Act. It was the consensus of the board to direct the Executive Director to explore local resources and schedule a study session to receive Brown Act training.

9.4 Review, discuss and approve Finance Committee Recommendation to increase LMCHD legal expense, Line Item No. 61700, in the amount of \$15,000– *Craig Collins, Accountant - Action #200107*

The Executive Director reviewed the staff report, dated January 2, 2020. A motion was made by Director Mason, seconded by Director Strong, to authorize an amendment to LMCHD's legal expense budget in the amount of \$15,000 to cover costs related to the dissolution proceeding. The motion was approved by the following vote:

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

- 9.5** Review, discuss and provide staff direction regarding moving the regular Board meeting start time back 30 minutes (7:00 pm) – *Lamar A. Thorpe, Executive Director - Action #200108*

Executive Director Lamar Thorpe reported. It was the consensus of the Board to table consideration of this item to a future meeting that also addresses the issue of committee restructure.

10. EXECUTIVE DIRECTOR REPORT

The Executive Director reported on the following issues:

- New (interim) employees: Jasmine Cisneros (Garden Specialist), Nicole Gardener (Administrative Assistant)
- Aaronique Gordon to be assigned additional Outreach responsibilities.
- Falls Prevention Program will begin an 8-week program.
- Increasing social media for various events.
- Expanding HIV and AIDS outreach – also exploring an element addressing human trafficking.
- Women Helping Women group had their first off-site meeting at the First Five offices.
- Student Eyeglasses Program – The staff will prepare an update on how many invoices have been processed to date in Pittsburg Unified School District and Mt. Diablo School District.
- The staff has sent out requests to receive mid-term reports for District-Sponsored programs.

11. BOARD REPORTS (Cont'd.)

Director Strong reported that Monique Bradley has done an excellent job with the AED Program.

12. COMMITTEE REPORTS

- a) REAL Committee – Director Fountain – No report
- b) Community Garden Committee – Director Young – No report
- c) Grants & Policy Committee – Director Strong – No report
- d) Finance Committee – Director Fountain – No report
- e) DPAC Committee – Director Cromartie (Absent)
- f) Outreach Committee – Director Cromartie – No report

16. UPCOMING PUBLIC, COMMUNITY AND CIVIC EVENTS

- The Souljahs House organization will be holding the Martin Luther King Celebration Event on Monday, January 20.
- The Veteran's Association will be holding an event on February 22.

17. SUGGESTED FUTURE AGENDAS ITEMS

Continued discussion regarding committee restructure and Board meeting time.

18. ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 9:02 p.m.

Barbara Kee
Recording Secretary

Linda Strong
LMCHD Board Secretary