

MINUTES  
LOS MEDANOS COMMUNITY HEALTHCARE DISTRICT  
BOARD MEETING  
July 17, 2017  
6:30 P.M. – LMCHD Board Room

**1. CALL TO ORDER**

Board President Ogunleye called the meeting to order at 6:30 p.m.

**2. ROLL CALL**

Present: Arthur Fountain, Secretary  
Linda Strong, Treasurer  
J. Vern Cromartie, Ed.D, Vice President  
Emmanuel Ogunleye, President

Absent: None

Also Present: Godfrey Wilson, Executive Director  
Barbara Kee, Recording Secretary  
Craig Collins, Accountant (via teleconference)

Special Guest: Supervisor Federal Glover

**3. PLEDGE OF ALLEGIANCE**

The Board President called upon Supervisor Federal Glover to lead 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 Emmanuel Ogunleye**

**5. BOARD REORGANIZATION**

**5.1 Board President – Announcement Re: Closed Session Action re: Board Vacancy**

The Board President announced that a Special Meeting was held on June 22, 2017, at which a Closed Session followed the Open Meeting and interviews were conducted for the vacancy on the LMCHD Board. Following the Closed Session, it was reported that Lee Mason was selected to fill the open seat on the Board. This appointment will serve until the November 2018 General Election.

**5.2 Oath of Office to Lloyd Lee Mason – Supervisor Federal Glover**

Supervisor Federal Glover administered the Oath of Office to Lloyd Lee Mason. This was followed by a recess at 6:42 p.m.

**Recess and Reconvene**

The meeting reconvened at 7:05 p.m.

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

There were no public comments.

**7. SPECIAL PRESENTATIONS - None**

**8. APPROVAL OF MINUTES**

**8.1 Regular Board Meeting of June 12, 2017 – Action #170701**

The following corrections were requested: 1) *Add Ed.D title following Member J. Vern Cromartie's name*; 2) Item 3 – Pledge of Allegiance, *Director Ogunleye called upon . . .* 3) Item #6, SPECIAL PRESENTATIONS, *Board President Ogunleye acknowledged, on behalf of the Board of Directors . . .*

A motion was made by Director Fountain, seconded by Director Ogunleye, to approve the minutes of June 12, 2017, as corrected. The motion was approved, 4-0-0-1, Director Mason abstaining.

**8.2 Special Board Meeting of June 22, 2017 – Action #170702**

The following correction was requested: *Add Ed.D title following Member J. Vern Cromartie's name.*

A motion was made by Director Fountain, seconded by Director Ogunleye, to approve the minutes of June 12, 2017, as corrected. The motion was approved, 4-0-0-1, Director Mason abstaining.

**9. CONSENT CALENDAR**

**9.1 Approval of Financial Report – Action #170703**

Profit and Loss for July through May, 2017  
Budget vs. Actual July through May 2017  
Balance Sheet as of May 2017  
Cash Disbursements – May 2017  
Credit Card Charges – May 2017

**9.2 Review/Approve Public Benefit Funding for Relay for Life of Pittsburg 2017 – Director Fountain – Action #170704**

**A motion was made by Director Fountain, seconded by Director Strong, to approve the Consent Calendar. The motion was approved unanimously.**

**10. EXECUTIVE DIRECTOR REPORT – Godfrey Wilson**

**10.1** Activity Report – Executive Director Wilson reported that he attended the ACHD Wellness Summit on July 13, 2017. ACHD is planning a partnership with Stanford University to conduct wellness programs. This repository of information will then be offered to health care districts. Other topics covered were: Resilience Building (self-care skills for health

professionals), identifying and developing “bright spots” in the community, i.e., offering gym and wellness classes through schools; proactive prevention to wellness; and creating an action plan to encourage motivation of healthy living for young students.

- 10.2** Site Visits – The Executive Director reported that he is looking into forming a Cancer Prostrate Program. He will report back to the Board as his efforts progress.

**10.3** Legislative Updates

ACHD Advocate Report – The Executive Director reported on the status of the Affordable Care Act, stating that health care districts will likely be in the position of “taking up the slack” in terms of providing services to segments of the low-income population. He will report as information is received.

**11. ACTION ITEMS**

- 11.1** Review/Approve REAL Committee recommendation to modify LMCHD Bylaws to include the DPAC (District Program and Activities Committee) – **Action #170705**

**The Board President proposed that this item be pulled and returned to the REAL Committee for review.** Once reviewed and recommended by the Committee, it will be scheduled for action by the Board.

- 11.2** Review/Approve recommendation by District Program and Activities Committee (DPAC) for a budget adjustment in the amount of \$5,000 for a Work Plan entitled “Parent Power” - **Action #170706**

Director Ogunleye reported that DPAC has recommended that \$1,800 be approved for the “Read Me a Story” pilot program.

Shirley Kalinowski, President and Co-founder, and Deborah Polk, Vice President and Co-founder, addressed the Board in support of the Reading Advantage Program.

Ms. Kalinowski presented background and rationale regarding the formation of Reading Advantage. The goal of the program is to help children gain exposure to increased vocabulary resulting in improved brain development and listening skills. They have delivered workshops to more than 1,500 parents in Contra Costa County, reinforcing the importance of parents reading to their children, and they have given out more than 30,000 books.

She reported that their latest effort is to engage parents of newborns at birth, called “Read Me a Story.” She and Ms. Polk will be attending upcoming events in Pittsburg and Bay Point, handing out packets to encourage parents’ participation with this program.

Deborah Polk discussed collaboration with other LMCHD service providers and efforts to include information to display LMCHD’s sponsorship of this program. They are also looking to collaborate with other programs to collect data and measure the success of the program.

Members of the Board applauded these efforts and discussed ideas to collect information to measure outcomes. They discussed upcoming community events at which this organization might attend and market their program.

**A motion was made by Director Strong, seconded by Director Fountain to amend Resolution 170706, approving the “Read Me a Story” program in the amount of \$1,800. The motion was approved unanimously.** It was the consensus of the Board to review the revised Resolution at the next Finance Committee meeting.

**11.3** Review/Discuss extension of Garden Committee funding from Fiscal Year 2016-2017 - Budget Adjustment - **Action #170707**

Members of the Board discussed the proposed extension of funds from the 2016-2017 Budget being rolled over to the 2017-2018 Budget. Director Fountain mentioned that there were extenuating circumstances to justify the rollover of funds from the 2016-2017 FY Budget and that this is outlined in the accompanying resolution. Director Cromartie expressed concern that approval of this extension would set a precedent from the District’s policy.

Accountant Craig Collins mentioned that the proposed budget adjustment amount in the resolution would need to be confirmed following review of the most recent financial records.

**It was the consensus of the Board to refer this matter to the next Finance Committee of the Whole meeting for discussion.**

Director Strong mentioned a discrepancy regarding charges for refuse pickup being applied to the Garden Budget, rather than the Landscaping line item, and requested that this also be reviewed.

**11.4** Review/Approve transfer of funds to the Local Agency Investment Fund (L.A.I.F.) in the amount of \$400,000 – **Action #170708**

**A motion was made by Director Fountain, seconded by Director Cromartie, to approve the transfer of funds from the District’s checking account to the Local Agency Investment Fund account in the amount of \$400,000. The motion was approved unanimously.**

**12. BOARD REPORTS**

**12.1** Board Member Reports

- Director Mason reported that he recently attended and presented at a “Teaching California Agriculture in the Classroom” workshop in Visalia

**12.2** Board President Report

- The Ad hoc Committee has met regarding the Pittsburg Health Center Lease Agreement and plans to continue Closed Sessions during June.

**12.3 Legal Reports - None**

**13. COMMITTEE'S REPORTS/RECOMMENDATIONS/MINUTES**

**13.1 Committee Minutes**

- a) REAL Committee – June 8, 2017 – *Director Ogunleye reported.*
- b) Community Garden – June 14, 2017, May 11, 2017 – *Director Strong reported on the May 11 meeting. Director Fountain reported on the June 14 meeting.*
- c) Finance Committee – June 26, 2017 – *Director Fountain reported.*
- d) DPAC – June 27, 2017 – *Director Cromartie requested to pull the minutes for further review.*
- e) Outreach Committee – June 27, 2017 – *Director Ogunleye reported.*

**14. COMMUNICATIONS/ INFORMATION ONLY**

- *Pittsburg Farmers' Market, Railroad Ave. - Saturdays through October 21, 9:00 a.m. -1:00 p.m.*
- *Music in the Park – July 23, Highlands Ranch Park, Buchanan Road – Sundays, 3:00 to 5:00 p.m.*
- *Wine & Art, first Friday of each month through September 1 – Pittsburg Marina – 5:30 to 9:00 p.m.*

**15. ADJOURNMENT**

There being no further business to come before the Board, the meeting was adjourned at 9:05 p.m.

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Barbara Kee  
Recording Secretary

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Arthur Fountain  
Board Secretary