

MINUTES
REGULAR BOARD MEETING
LOS MEDANOS COMMUNITY HEALTHCARE DISTRICT
Monday, October 12, 2020
7:00 p.m. – LMCHD Board Room

Board of Directors and public members were invited to attend this meeting telephonically in compliance with the Coronavirus “Shelter in Place” directive.

1. CALL TO ORDER/ROLL CALL

The meeting was called to order at 7:02 p.m.

2. PLEDGE OF ALLEGIANCE

Director Mason led in the Pledge of Allegiance.

3. 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 Strong read the Mission and Vision statements.

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

There were no public comments.

5. SPECIAL PRESENTATIONS

5.1 Text messaging during Board and Committee meetings – David Ruderman, Attorney, Colantuono, Highsmith & Whatley, PC

Attorney David Ruderman gave a Power Point presentation outlining the following:

- Purpose of the Brown Act and what constitutes a meeting.
- Concerns re: emails and text messages between a majority of board members
- Permissible and Impermissible social media use.
- AB 992 – outlining methods to allow board members to interact with the public through social media without conducting a serial meeting.
- Board members may not use social media to discuss business amongst themselves.

6. CONSENT CALENDAR - Action No. 201001

6.1 Minutes – Regular Meeting of September 14, 2020

6.2 Receive and File - Financial Report

- Profit and Loss for July through August 2020
- Budget vs. Actual July through August 2020
 - Balance Sheet as of August 2020
 - Credit Card Charges – August 2020
- Cash Disbursements – August 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: Directors: Mason, Fountain, Young, Strong
NOES: Directors: None
ABSTAIN: Directors: None
ABSENT: Directors: Cromartie

7. REGULAR AGENDA AND ACTION ITEMS

7.1 Review/Approve Resolution approving updated Records Retention Policy – **Action #201002**

The Board reviewed the Staff Report, dated October 8, 2020. The primary policy change to the Records Retention Policy was to **Section E, Text Messages, Voicemail Messages, and Social Media**. Other changes include the addition of Code references governing retention requirements.

Director Fountain requested a redline version of the policy be sent to him, and this request was acknowledged by the staff.

A motion was made by Director Mason, seconded by Director Strong, to approve the Resolution 201002 approving the updated Records Retention Policy. The motion was approved by the following vote:

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

7.2 Review/Approve Resolution approving adjustment to the 2020-2021 Fiscal Year Budget increasing IT Support Services to an amount not to exceed \$5,000 – **Action #201003**

The Board reviewed the staff report, dated October 8, 2019.

A motion was made by Director Mason, seconded by Director Strong, to approve Resolution No. 201003, approving an adjustment to the 2020-2021 Fiscal Year Budget. This adjustment would increase IT Support Services to an amount not to exceed \$5,000. Director Young called for a vote on the motion, and this item was approved as follows:

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

8. EXECUTIVE DIRECTOR REPORT

Executive Director Thorpe provided an update relative to the following issues: Administrative, Community Outreach, Grants, and Direct Services Programs. This report, dated October 9, 2020, is part of the meeting record and can be accessed through the lmchd.org website.

9. BOARD AND COMMITTEE REPORTS

- Director Strong called attention to a Grants and Policy Committee meeting on October 23, 2020, at 10:30 a.m., stressing the importance of completing the 2020 Summer and 2019 Fall Health and Wellness programs.

10. UPCOMING PUBLIC, COMMUNITY AND CIVIC EVENTS – None.

11. SUGGESTED FUTURE AGENDA ITEMS – None.

12. ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 7:53 p.m.

Barbara Kee
Recording Secretary

Linda Strong
LMCHD Board Secretary