

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

The meeting was called to order at 7:03 p.m. All members attended the meeting telephonically due to the Coronavirus “Shelter in Place” directive.

1. CALL TO ORDER/ROLL CALL

The meeting was called to order at 6:35 p.m.

Roll Call

Present: Directors: Mason, Young, Strong (via teleconference)

Absent: Directors: Fountain, Cromartie

2. ANNOUNCEMENT OF CLOSED SESSIONS

Director Young announced the following Closed Sessions. The Regular Meeting adjourned to Closed Session at 6:36 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 7:28 p.m.

4. RESUME OPEN MEETING - REPORT ACTIONS OF CLOSED SESSION

The Open Meeting resumed at 7:30 p.m. There was no reportable action from the Closed Sessions.

Roll Call

Present: Directors: Fountain, Mason, Young, Strong, Cromartie

Absent: Directors: None

5. PLEDGE OF ALLEGIANCE

Director Strong led 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 Mason read the Mission Statement.

7. APPROVAL OF AGENDA

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

8. PUBLIC COMMENTS – Non-Agenda Items (3 minutes/individual) - None

9. SPECIAL PRESENTATIONS – None

10. CONSENT CALENDAR

Director Fountain requested to remove Items 10.1 and 10.3 from the Consent Calendar.

10.1 Minutes - Regular Board Meeting of March 9, 2020 – *Action #200403 – Removed for separate action*

10.2 Receive and File - Financial Report – *Action #200404*

- Profit and Loss for July through February 2020
- Budget vs. Actual July through February 2020
- Balance Sheet as of February 2020
- Credit Card Charges – February 2020
- Cash Disbursements – February 2020
- Current Financial Statistics

10.3 Review/Approve Community Benefit Funding for senior meal service - City of Pittsburg Senior Citizen Center - \$5,000 – *Action #200405– Removed for separate action*

A motion was made by Director Mason, seconded by Director Strong, to approve Consent Calendar Item 10.2. The motion was approved by the following vote:

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

ITEMS CONSIDERED SEPARATE FROM CONSENT CALENDAR

10.1 Minutes - Regular Board Meeting of March 9, 2020 – *Action #200403*

A motion was made by Director Mason, seconded by Director Strong, to approve Item 10.1. The motion was approved by the following vote:

AYES: Board Members: Mason, Young, Strong

NOES: Board Members: None

ABSTAIN: Board Members: Fountain, Cromartie

ABSENT: Board Members: None

10.3 Review/Approve Community Benefit Funding for senior meal service - City of Pittsburg Senior Citizen Center - \$5,000 – *Action #200405*

A motion was made by Director Mason, seconded by Director Strong, to approve Item 10.3. The motion was approved by the following vote:

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

NOES: Board Members: None

ABSTAIN: Board Members: None

ABSENT: Board Members: None

11. REGULAR AGENDA AND ACTION ITEMS

11.1 Review/Approve a proposed modification to Article V, Sections 1-3 of the LMCHD Bylaws - COMMITTEES (*Cont'd. 3-9-20*) – *Lamar Thorpe, Executive Director – Action #200406*

Executive Director Lamar Thorpe reviewed background information as outlined in the staff report, dated April 2, 2020. He has recommended an update to correspond with the District's current committee structure, included with the proposed revised Bylaws. In addition to collapsing the DPAC and Outreach Committees into one committee, there is also clarification regarding the Finance Committee, Grants Committee and Ad Hoc Committee language.

Director Cromartie stated that the term "subcommittee" should be removed from the proposed Bylaws changes as this is not accurate.

Director Fountain suggested that that a workshop be scheduled to allow the Board to review proposed modifications as the Bylaws are considered as the District's Constitution.

Director Young stated that this matter has been delayed since February when the matter was first brought before the Board. She has reviewed the changes and found them to be satisfactory and has allowed adequate time for all members to review and suggest any modifications.

A motion was made by Director Mason, seconded by Director Strong, to approve the proposed Bylaws modifications, with the exception of the term "subcommittee." 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

The staff will produce the final document with all changes and distribute to Board members.

11.2 Review/Approve Resolution approving Budget Adjustment in the amount of \$15,000 from Direct Services to the Community Garden budget for the Future Build Project - *Jasmine Cisneros, Community Outreach Specialist/Craig Collins, Accountant – Action #200407*

Jasmine Cisneros reported that this matter was reviewed at the March 23, 2020 Finance Committee Meeting, at which time, the Committee recommended a limit of 15,000 from the Direct Services budget to accommodate the Future Build project.

A motion was made by Director Strong, seconded by Director Mason to approve Resolution No. 200407 approving a budget adjustment in the amount of \$15,000. The Board President opened the matter for discussion.

Accountant Craig Collins reported and responded to a question by Director Fountain. Mr. Collins verified that the proposed budget amendment would not appear to impact funding negatively for any existing direct services program.

Director Young called for a vote on the motion, and it was approved by the following vote:

AYES: Board Members: Mason, Young, Strong

NOES: Board Members: Fountain,

ABSTAIN: Board Members: Cromartie

ABSENT: Board Members: None

11.3 Review/Discuss and Provide Staff Direction regarding the Food Co-op Feasibility Study oversight responsibilities within the Board Committee structure – *Director Patt Young - Action #200408*

Executive Director Thorpe reported that the Board President had requested that this matter be brought back to the Board for discussion because it was unclear which committee should have oversight of the Food Co-op Feasibility Study.

Director Young stated that it was her understanding that the oversight would fall under the purview of the Community Garden Committee.

Director Cromartie expressed his opinion that the oversight would more logically fall under the Programs Committee. Director Fountain agreed, stating that this aligns with the District's Strategic Plan.

A motion was made by Director Mason, seconded by Director Strong that the Food Co-op Feasibility Study oversight responsibilities fall under the Garden Committee. The motion failed by the following vote:

AYES: Board Members: Mason, Young

NOES: Board Members: Fountain, Cromartie

ABSTAIN: Board Members: Strong

ABSENT: Board Members: None

A subsequent motion was made by Director Cromartie, seconded by Director Fountain, that the Food Co-op Feasibility Study oversight responsibilities fall under the Programs Committee. The motion was

approved by the following vote:

AYES: Board Members: Mason, Fountain, Strong
NOES: Board Members: Young
ABSTAIN: Board Members: None
ABSENT: Board Members: None

12. EXECUTIVE DIRECTOR REPORT

The Executive Director reported as follows:

- Staff members are working remotely during the COVID-19 pandemic. Functions, such as bill processing and other administrative and outreach tasks are being performed.
- To date, there are 12 applications received for the Summer Grants Program, and these will be reviewed by the Grants Committee on Monday, April 20.
- District-sponsored program recipients are sending Workplans for evaluation by the Programs Committee.
- The staff is continuing to monitor statistics daily and publish updates regarding Coronavirus on the District's website, as well as on Facebook.
- The Community Garden opened on April 10th to allow individual gardeners time to remove their plants.
- The staff is working with Web-ex as a remote online platform to give contractors and the community access to District programs.

13. BOARD AND COMMITTEE REPORTS

14. UPCOMING PUBLIC, COMMUNITY AND CIVIC EVENTS

15. SUGGESTED FUTURE AGENDAS ITEMS

Director Cromartie requested that two current grant programs, Greater Faith Food Pantry and Healthy Harts Institute be scheduled for a future Special Meeting of the Board and consideration to move these two grant programs to fall under District-sponsored programs. The staff will make contact with these two organizations and follow up regarding a Special Meeting.

16. ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 8:55 p.m.

Barbara Kee
Recording Secretary

Linda Strong
LMCHD Board Secretary