

MINUTES
REGULAR BOARD MEETING
LOS MEDANOS COMMUNITY HEALTHCARE DISTRICT
Monday, September 9, 2019
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: Mason, Fountain Young, Strong, Cromartie

Absent: Directors: None

2. PLEDGE OF ALLEGIANCE

Director Strong 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 Young read the Mission Statement.

4. APPROVAL OF AGENDA

Director Cromartie announced that Item No. 9.8 would be removed from the agenda.

There was discussion regarding the language for Item No. 4, “Approval of Agenda” and it was the consensus to approve the phrase “Adoption of Agenda” for future Board of Directors Meeting agendas.

A motion was made by Director Fountain, seconded by Director Mason, to adopt the agenda as modified. The motion was approved unanimously.

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

None.

6. APPROVAL OF MINUTES

6.1 Regular Board Meeting of August 12, 2019 – Action #190903

A motion was made by Director Strong, seconded by Director Mason, to approve the minutes of August 12, 2019. The motion was approved by the following vote:

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

NOES: Directors: None

ABSTAIN: Directors: None

ABSENT: Directors: None

7. COMMITTEE REPORTS/RECOMMENDATIONS/MINUTES

A motion was made by Director Strong, seconded by Director Mason, to suspend the rules and move Item 7 to Item No. 11, **Board Reports**. The motion was approved unanimously.

8. CONSENT CALENDAR

8.1 Review/Approve Financial Report – **Action #190904**

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

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

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

9. ACTION ITEMS

9.1 Review and approve a resolution authorizing a 2019/2020 fiscal-year budget adjustment for LMCHD sponsored program “Reading Advantage” for \$600.00. – **Action #190905**

A motion was made by Director Strong, seconded by Director Young, to approve Resolution No. 190905 authorizing a Fiscal Year 2019/2020 Budget adjustment for LMCHD-sponsored program “Reading Advantage” in the amount of \$600.00.

Accountant Craig Collins responded to Director Fountain’s question regarding the rationale for this budget adjustment. The Board President called for a vote on the motion, and it was approved by the following roll call vote:

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

9.2 Review and approve a resolution authorizing the re-appropriation of \$4,086.39 from fiscal-year 2018/2019 to fiscal-year 2019/2020 for previously approved purchase of community garden security cameras. – **Action #190906**

A motion was made by Director Mason, seconded by Director Young, to approve Resolution No. 190906, authorizing the re-appropriation of \$4,086.39 from fiscal-year 2018/2019 to fiscal-year 2019/2020 for the previously-approved purchase of community garden security cameras. The motion was approved by the following roll call vote:

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

- 9.3** Review and approve a resolution authorizing a budget adjustment for fiscal year 2019/2020 in the amount of \$1,500 for information technology services. – **Action #190907 (Removed from agenda for consideration at Finance Committee on September 23, 2019)**

It was the consensus of the Board to remove this item from the agenda, and include with the agenda for the Finance Committee meeting scheduled for September 23, 2019.

- 9.4** Review and approve renewal of two-year contract with Fechter and Co. to perform audit for fiscal year 2019/2020 for an amount not to exceed \$10,660 and fiscal year 2020/2021 for an amount not to exceed \$10,925.00. – **Action #190908**

Accountant Craig Collins explained that the contract is for approval of the audit for Fiscal Year 2018/2019. He stated that last year, the audit fee was slightly higher in that the Board had requested an expedited audit schedule. The budget for this year's audit is patterned after last year and the contract will not exceed \$10,800. This again will include an automated schedule.

A motion was made by Director Strong, seconded by Director Mason, to approve renewal of the two-year contract with Fechter and Company to perform the audit for fiscal year 2018/2019 for an amount not to exceed \$10,800 and \$10,925 for Fiscal Year 2019/2020.

Director Fountain suggested that this contract also be reviewed at the September 23, 2019 Finance Committee Meeting. The motion was approved by the following vote:

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

- 9.5** Review and approve authorization for the executive director to execute a new regular part-time employment contract for Edward Hawkins to serve as LMCHD Community Garden Monitor. – **Action #190909**

The Board reviewed the Staff Report, dated September 4, 2019. Director Mason stated he would recuse himself from the discussion and action due to conflict of interest relative to this agreement.

A motion was made by Director Strong, seconded by Director Young, to approve authorization of the executive director to execute a new regular part-time employment contract for Edward Hawkins to serve as LMCHD Community Garden Monitor at the rate of \$15/hour for 20 hours weekly. The motion was approved by the following vote:

AYES: Directors: Fountain, Young, Strong, Cromartie
NOES: Directors: None

ABSTAIN: Directors: Mason
ABSENT: Directors: None

Closed Sessions have been legally noticed to begin at 7:00 p.m.

11. BOARD REPORTS

11.1 Board President Report –

Announcement of Closed Sessions

- 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: J. Vern Cromartie, President* Conference call-in: Attorney Elizabeth Calciano
- Closed Session pursuant to Government Code Section 54957, CEO Employee Performance Evaluation. – Negotiator: *J. Vern Cromartie, President*

Director Cromartie announced Closed Sessions at 7:00 p.m.

12. RECONVENE REGULAR MEETING

The regular meeting reconvened at 7:55 p.m. Director Cromartie reported that there was no reportable action resulting from the Closed Sessions.

9. ACTION ITEMS (Cont'd.)

- 9.6 Review and approve resolution authorizing funding for Sisters 3 Breast Cancer of Pittsburg in the amount of \$5,000.00 from the Board Community Grants Benefit Fund-55000 in the 2019/2020 fiscal year budget. – **Action #190910**

A motion was made by Director Strong, seconded by Director Mason, to approve Resolution No. 190910 authorizing funding for Sisters 3 Breast Cancer of Pittsburg in the amount of \$5,000 through Community Benefit Funding for 2019/2020. The motion was approved by the following vote:

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

- 9.7 Review and approve resolution authorizing the release of funds by the executive director or designee for St. Vincent de Paul's "RotaCare Pittsburg Free Medical Clinic" for \$40,000.00. – **Action #190911**

A motion was made by Director Strong, seconded by Director Young, to approve Resolution No. 190911 authorizing the release of funds by the executive director or designee for St. Vincent de Paul's "RotaCare Pittsburg Free Medical Clinic" in the amount of \$40,000.00. Director Strong modified the motion to reflect that \$44,000 be authorized for released, based on the modified Work Plan; the amended motion was seconded by Director Young and approved by the following vote:

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

9.8 Review and approve authorization of the executive director to execute a contract appointing Vonda Nolan as LMCHD's Automatic External Defibrillator (AED) service provider. – **Action #190912**

Removed from the agenda (See Page 1)

9.9 Review and approve resolution authorizing the expenditure of \$2,000.00.00 in support of the LMCHD Good Health to Adults Forum featuring Eddie Hart. – **Action #190913**

The Board reviewed the Staff Report, dated September 4, 2019. The event will be held at the Pittsburg Senior Center on September 27, 2019, between 3:30 and 5:30 p.m.

A motion was made by Director Fountain, seconded by Director Mason, to approve the resolution authorizing the expenditure of \$2,000.00 in support of the LMCHD Good Health to Adults Forum featuring Eddie Hart. The motion was approved by the following vote:

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

10. EXECUTIVE DIRECTOR REPORT

Executive Director Lamar Thorpe updated the Board regarding LMCHD's application for Directors and Officers Liability Insurance. He is receiving updates regarding the LMCHD dissolution status, T-Mobile and Comcast issues, the Strategic Plan, and office staffing and outreach.

He reported there was a break-in of the Community Garden and measures have been taken to prevent future break-ins.

He reported that there would be a Bidders Conference on Wednesday, September 11, 2019, at 10:00 a.m.

He announced a "Meet and Greet" for board and community members on Thursday, September 12, between 6:30 and 8:00 p.m.

11. COMMITTEE REPORTS/RECOMMENDATIONS/MINUTES (Continued from Page 1)

11.2 Committee Minutes

- a) Community Garden Committee – July 10, 2019 meeting minutes – *Director Mason reported.*
- b) REAL Committee – July 18, 2019 meeting minutes – *Director Fountain reported.*
- c) Grants & Policy Committee – No June meeting.
- d) Finance Committee – July 22, 2019 meeting minutes - *Director Fountain reported.*
- e) DPAC Committee – July 23, 2019 meeting minutes – *Director Cromartie reported that the Committee has identified a potential AED provider and a recommendation will be discussed at the next DPAC Meeting.*
- f) Outreach Committee – July 23, 2019 meeting minutes – *Director Cromartie reported.*

12. UPCOMING PUBLIC, COMMUNITY AND CIVIC EVENTS - September 14 and 15 Pittsburg Seafood Festival.

13. SUGGESTED FUTURE AGENDAS ITEMS – None.

14. ADJOURNMENT

A motion was made by Director Strong, seconded by Director Young, to adjourn the meeting. The motion was approved unanimously. The meeting was adjourned at 8:15 p.m.

Barbara Kee
Recording Secretary

Lee Mason
LMCHD Board Secretary