

MINUTES
REGULAR BOARD MEETING
LOS MEDANOS COMMUNITY HEALTHCARE DISTRICT
Monday, August 13, 2018
6:30 p.m. – LMCHD Board Room

1. CALL TO ORDER

The meeting was called to order at 6:34 p.m.

2. ROLL CALL

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

Absent: Directors: None

Moment of Silence

Director Cromartie announced a moment of silence for those individuals who lost their lives in an auto accident occurring in Walnut Creek this past weekend.

3. PLEDGE OF ALLEGIANCE

Director Strong led 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 Strong read the Mission Statement

5. PUBLIC COMMENTS – Non-Agenda Items (3 minutes/individual) - No public comments.

6. SPECIAL PRESENTATIONS – No presentations.

7. APPROVAL OF MINUTES

7.1 Regular Board Meeting of July 16, 2018 – Action #180801

Director Cromartie noted a correction to Page 4, Item No. 9.7, to modify “*increase community outreach expenditures*” to read “*increase direct services expenditures*.” This wording should be corrected in the title, as well as the body of the first sentence.

He further noted a correction to Page 3, Item 9.3, to capitalize “*District-Sponsored*.”

He noted a modification to Page 32, Item No. 9.5, sentence No. 1, to remove the “s” in “*Districts*.”

A motion was made by Director Fountain, seconded by Director Mason, to accept the minutes as corrected. The motion was approved by the following vote:

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

NOES: Directors: None

ABSENT: Directors: None

ABSTAIN: Directors: None

7.2 Board Special Meeting, July 23, 2018 – Action #180802

A motion was made by Director Fountain, seconded by Director Strong, to accept the minutes of July 23, 2018. The motion was approved by the following vote:

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

NOES: Directors: None

ABSENT: Directors: None

ABSTAIN: Directors: None

7.3 Board Special Meeting, July 27, 2018 – Action #180803

Director Strong noted a correction to Item No. 4, Paragraph No. 2, to state that “*Director Strong proposed a friendly amendment . . .*”

A motion was made by Director Strong, seconded by Director Fountain, to approve the minutes as corrected. The motion was approved by the following vote:

AYES: Directors: Fountain, Young, Strong, Cromartie

NOES: Directors: None

ABSENT: Directors: None

ABSTAIN: Directors: Mason

7.4 Board Special Meeting, July 31, 2018 – Action #180804

A motion was made by Director Strong, seconded by Director Fountain, to approve the minutes of July 31, 2018. The motion was approved by the following vote:

AYES: Directors: Fountain, Young, Strong, Cromartie

NOES: Directors: None

ABSENT: Directors: None

ABSTAIN: Directors: Mason

8. CONSENT CALENDAR

8.1 Approval of Financial Report – Action #180805

- Profit and Loss for July through June 2018
- Budget vs. Actual July through June 2018
- Balance Sheet as of June 2018
- Credit Card Charges – June 2018
- Cash Disbursements – June 2018

Accountant Craig Collins reported and responded to questions by members of the Board.

A motion was made by Director Strong, seconded by Director Young, to approve the financial reports. The motion was approved by the following vote:

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

NOES: Directors: None

ABSENT: Directors: None

ABSTAIN: Directors: None

8.2 Review/Approve Community Outreach Committee recommendation to approve Parkside Market and Deli for a Good Health Best Practices Award – Action #180806

The District Program and Activities Committee (DPAC) has recommended that Parkside Market in Pittsburg be nominated to receive a Good Health Best Practices Award.

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

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

NOES: Directors: None

ABSENT: Directors: None

ABSTAIN: Directors: None

Adjournment to Closed Session

The Board President announced adjournment to the following Closed Sessions at 7:00 p.m.

- **Closed Session pursuant to G.C. Section 54956.8 to discuss Real Property Negotiations – Lease Agreement with Contra Costa County – Negotiator: J. Vern Cromartie, *President***
- **Closed Session pursuant to G.C. Section 54957 and 54957.6 to discuss Labor Negotiations Regarding District Personnel – Negotiator: J. Vern Cromartie, *President***

Reconvene Regular Board Meeting

The regular meeting reconvened at 7:55 p.m.

9. ACTION ITEMS

9.1 Review/Approve Appointment of Part-time Interim Executive Director for a term through December 31, 2018, not to exceed \$4,000/month - Action #180807

The Board reviewed the staff report, dated August 8, 2018. A motion was made by Director Strong, seconded by Director Cromartie, to approve the appointment of Tomi Riley to serve as Interim Executive Director through December 31, 2018, at a salary of \$4,000 per month.

The motion was approved by the following vote:

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

9.2 Review/Approve REAL Committee recommendation regarding renewal of contract for RLB Bookkeeping Services – Action #180808

The Board reviewed the staff report, dated August 7, 2018.

A motion was made by Director Fountain, seconded by Director Mason, to approve renewal of a contract for RLB Bookkeeping Services for a period of two years at the rate of \$12,000 per year. The motion was approved by the following vote:

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

9.3 Review/Approve an Adjustment to the 2018-2019 FY Budget to increase the Reading Advantage DPAC Program expenditure – Action #180809

The Board reviewed the staff report, dated August 7, 2018.

A motion was made by Director Strong, seconded by Director Young, to approve an adjustment to the 2018-2019 Fiscal Year Budget to increase the Reading Advantage DPAC Program expenditure by \$6,400. The motion was approved by the following vote:

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

9.4 Review/Approve an Adjustment to the 2018-2019 FY Budget to increase the St. Vincent de Paul RotaCare DPAC Program expenditure – Action #180810

The Board reviewed the staff report, dated August 7, 2018.

A motion was made by Director Strong, second by Director Mason, to approve an adjustment to the 2018-2019 Fiscal Year Budget to increase the St. Vincent de Paul RotaCare DPAC Program expenditure by \$10,000. The motion was approved by the following vote:

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

- 9.5** Review/Approve REAL Committee recommendation to file Biennial Notice for no amendments to the LMCHD Conflict of Interest Code – **Action #180811**

The Board reviewed the staff report, dated August 7, 2018.

A motion was made by Director Mason, seconded by Director Fountain, to approve the 2018 Conflict of Interest update reflecting no amendments to the LMCHD Conflict of Interest Code since filing the previous statement. The motion was approved by the following vote:

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

NOES: Directors: None

ABSENT: Directors: None

ABSTAIN: Directors: None

- 9.6** Review/Approve Appointment of a Part-time Interim Community Outreach Specialist, for a term through December 31, 2018, for a rate of \$20/hour – **Action #180812**

The Board reviewed the staff report, dated August 8, 2018.

A motion was made by Director Strong, seconded by Director Young, to approve a part-time, interim appointment of Tracy Mitchell to serve as Community Outreach Specialist for a salary not to exceed \$20/hour and 20 hours/week. The motion was approved by the following vote:

AYES: Directors: Young, Strong, Cromartie

NOES: Directors: Mason, Fountain

ABSENT: Directors: None

ABSTAIN: Directors: None

- 9.7** Review/Approve an Adjustment to the 2018-2109 FY Budget for Association of California Healthcare District (ACHD) Dues – **Action #180813**

The Board reviewed the staff report, dated August 8, 2018.

A motion was made by Director Strong, seconded by Director Mason, to approve a budget adjustment in the amount of \$7,725, allowing payment of ACHD dues. The motion was approved by the following vote:

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

NOES: Directors: None

ABSENT: Directors: None

ABSTAIN: Directors: None

- 9.8 (Following Closed Session Review)** Review/Approve the Appointment of a Community Garden Monitor – **Action #180814**

This item was discussed in Closed Session which occurred earlier on the agenda. A motion was made by Director Strong, seconded by Director Young, to approve the appointment of Edward

Hawkins to serve as Community Garden Monitor, at a salary not to exceed \$20/hour and 20 hours/week. The motion was approved by the following vote:

AYES: Directors: Young, Strong, Cromartie

NOES: Directors: Mason, Fountain

ABSENT: Directors: None

ABSTAIN: Directors: None

10. BOARD REPORTS

10.1 Board Member Reports

10.2 Board President Report

Director Cromartie announced that a Community Update Meeting will be held in the LMCHD Board Room on Tuesday, August 14, at 6:30 p.m. and encouraged members of the Board and the public to attend.

10.3 Legal Reports – None

11. COMMITTEE REPORTS/RECOMMENDATIONS/MINUTES

11.1 Committee Minutes

- a) Community Garden Committee – June 13, 2018 meeting minutes – *Director Mason reported.*
- b) REAL Committee – June 14, 2018 meeting minutes – *Director Fountain reported.*
- c) Finance Committee – June 25, 2018 meeting minutes – *Director Fountain reported.*
- d) DPAC Committee – June 26, 2018 meeting minutes – *Director Cromartie reported.*
- e) Outreach Committee – June 26, 2018 meeting minutes – *Director Cromartie reported.*
- f) Grants & Policy Committee – June 12, 2018 – *Director Strong reported.*

12. COMMUNICATIONS/ INFORMATION ONLY

13. ADJOURNMENT

There being no further matters to come before the Board, the Regular Meeting was adjourned at 8:17 p.m.

Barbara Kee
Recording Secretary

Lee Mason
LMCHD Board Secretary