



BOARD OF DIRECTORS MEETING

May 24, 2021 @ 6:30 pm

Via Zoom

**Board of Directors Minutes**

1. **Call to order** @ 6:35 pm. by Director Luis Avila
2. **Pledge of Allegiance**
3. **Board of Directors Roll Call.**

**Directors Present:** Director, Luis Avila  
Director, Anne Stokman  
Director, George Galloway Mac Master

**Directors Absent:** Director, Steve Pittson  
Director, Becky Campo

**Staff Present:** Administrative Director/CEO, Karin Hennings  
Ambulance Director, Paul Willette  
Accounting Finance Manager, Maria Reyes-Palad  
Clerk of the Board, Cheryle Pickle

**District Legal Council:** Dave Ritchie, Cole Huber, LLP

We have a Quorum

4. **Reading of the Mission Statement**

*"The District's primary mission is to provide the highest quality health care services through Patterson District Ambulance and Del Puerto Health Center, while continuing to expand healthcare availability to the citizens of the Del Puerto Health Care District."*

5. **Public Comment Period**  
**Present:** None

6. **Declarations of Conflict:** There were no conflicts of interest.

7. **Approval of Agenda:**

Ms. Hennings requested that items 8A and 8B be moved to the regular calendar.

**M/S/C To move items 8A and 8B to the regular and to accept the agenda.** Director Stokman / Director Mac Master  
**Ayes:** Directors Avila, Stokman, Mac Master  
**Nays:** None  
**Abstain:** None  
**Passed**

8. **Consent Calendar** \* [Routine committee reports, minutes, and non-controversial items]
  - A. **Moved to Regular Calendar**



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B. **Moved to Regular Calendar**

C. **\*Approve April 2021 Finance Committee Minutes**

**M/S/C That the Board of Directors accept the Consent Calendar as presented.** /Director Stokman / Director Mac Masters

**Ayes:** Directors Avila, Stokman, Mac Master

**Nays:** None

**Abstains:** None

**Passed**

**9. Regular Calendar**

A. **\*Any consent calendar item moved to the regular calendar.**

1. **\* Item 8.A Approve April 26, 2021 Board Meeting Minutes**

Ms. Hennings pointed out that Item 10.B indicated that there was no District Wide Community Assessment Report when the Report had been presented as Item 9.C in the Regular Calendar. This correction should be made along with a copy of the slide presentation included in the minutes.

**M/S/C That the Board of Directors approve the April 26, 2021 Minutes with the noted correction.** /Director Mac Master / Director Stokman

**Ayes:** Directors Avila, Stokman, Mac Master

**Nays:** None

**Abstains:** None

**Passed**

9. **\*Item 8.B. Accept April 2021 Financial Reports and Warrants.**

Ms. Reyes reviewed the report and warrants for the month of April. She answered all questions.

**M/S/C That the Board of Directors Accept the April 2021 Financial Reports and Warrants.** /Director Stokman / Director McMasters

**Ayes:** Directors Avila, Stokman, Mac Master

**Nays:** None

**Abstains:** None

**Passed**

B. **Adopt Debt Management Policy Resolution**

Ms. Hennings stated that this is a requirement of all Special Districts. The policy comes to the Board by recommendation of the Finance Committee who recommended that an Oversight Committee be appointed. One member of the Finance committee should be appointed to the Oversight Committee. There should be an annual statement of the status of debts.

**M/S/C That the Board of Directors adopt Resolution number 2021-05 with the Oversight Committee as recommended by the Finance Committee** /Director MacMaster / Director Stokman

**Ayes:** Directors Avila, Stokman, Mac Master

**Nays:** None

**Abstains:** None



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**Passed**

**C. Appointment of two Directors to the Del Puerto Hospital Foundation Board**

Ms. Hennings stated that the Foundation is active. We need the appointment of two Board members to the Foundation Board. Normally the President of the Board make the appointment. Mr. Ritchie was asked about the appropriateness of proceeding with the appointment with the President absent. He indicated that based on the nature of the request the Board could go ahead and appoint two members to the Foundation Board. Ms. Hennings informed the Board that Director Mac Master was currently serving as President of the Foundation's Board and Director Stokman was serving as Treasurer.

**M/S/C That the Board of Directors appoint Directors Gallo and Stokman to the Foundation Board for the remainder of their terms. /Director Mac Master / Director Stokman**

**Ayes:** Directors Avila, Stokman, Mac Master

**Nays:** None

**Abstains:** None

**Passed**

**D. CEO Annual Performance Evaluation – Directors Mac Master and Stokman**

Director MacMaster explained that they will be using Survey Monkey to survey the Board Members. They will use questions from last year and from the 2019 survey. Director Stokman explained that the previous survey had questions that were more appropriate to Districts with Hospitals. So, they would be combining the survey. Director MacMaster indicated that the Board should expect an email by early June. They could respond to the survey anonymously.

**E. Capital Expense – purchase of multi-function copier for Health Center.**

Ms. Reyes reviewed the Equipment Lease or Purchase Analysis. She answered all questions.

**M/S/C That the Board of Directors approve the capital expenditure expense for the purchase of HC Copier in the amount of \$6,650/Director Mac Master / Director Stokman**

**Ayes:** Directors Avila, Stokman, Mac Master

**Nays:** None

**Abstains:** None

**Passed by roll call vote.**

**10.Reports**

| A. | <u>Employee Anniversaries &amp; New Hires</u> | <u>May</u>     | <u>Years</u> |
|----|-----------------------------------------------|----------------|--------------|
|    | Health Center:                                | Suzie Benitez  | 11           |
|    | Administration                                | Karin Hennings | 5            |

**B. District Wide Community Assessment – Director Stokman**

Director Stokman referred everyone to the printout she had forwarded prior to the meeting. It is a Summary of the Del Puerto Health Care District 2021 Community Health Assessment and Needs Survey. She will present more in next month's meeting.

**C. West Side Health Care Task Force - George Galloway Mac Master**



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Director Mac Master reported that they had an in person meeting here in Patterson. The meeting was well attended. The focus will be bringing 24-hour Urgent Care to Patterson. He will share when future meetings are scheduled.

D. **Legislative Advocacy Committee**, Directors Avila and Campo

Director Avila reported that Ms. Hennings has been forwarding information to them. He has been reading the information. Ms. Hennings added that the State has \$56 Billion in Covid Relief funds to distribute. CSDA and ACHD had lobbied for funds to be distributed to Special Districts. Governor Davis has decided to distribute \$26 billion to the counties and cities. The remaining \$30 billion will be placed into the General Funds.

Stanislaus county has decided to use the funds to update infrastructure.

On a side note - We do have a claim with our Business insurance for Revenue Loss.

Ms. Hennings sent out a request that we contact the State Legislature to ask that the funds be allocate to the Special Districts. This correspondence should be sent before June when the budget will be final.

E. **Ambulance** – Paul Willette, Director of Ambulance Operations

Mr. Willette reviewed the monthly report. It was a busy month. Not all the activity was within the District. Mutual Aid reporting is better. It includes the dispatches where the units are called off before reaching their destination, The Rolling Compliance numbers are not available due to a change in reporting that is being worked out.

F. **Health Center** - Suzie Benitez, Health Center Manager

Ms. Benitez is out ill. We do not have any of the monthly statistics.

Ms. Hennings referenced a report from Medstatix (included in the packet). This is a report that we are subscribing to. This report indicated that our providers are performing at or above the national average. It indicates that we could use some improvement on the phone. This gives us things to work on at the Health Center.

G. **Administration** – Karin Hennings, Administrative Director / CEO

Ms. Hennings is working on the Budget for next fiscal year. She reported that at the Health Center they decided to make a change. They are going to switch to 1 family physician and 3 mid-level providers. We are proceeding with the LCSW position.

11. **Board Governance Education Session.**

Ms. Hennings asked the Board what they wanted to do since two members were absent. It was decided that she would send the videos and discussion questions out prior to next months meeting and they would have a discussion at next month's meeting.

12. **Director Comments, Future Agenda Items.** None



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**13. Upcoming Regular Board and Standing Committee Meeting Dates**

Finance – Wednesday, June 23, 2021 @ 3:00 pm.      Board – Monday, June 28, 2021 @ 6:30 pm.  
Finance – Wednesday, July 21, 2021 @ 3:00 pm.      Board – Monday, July 26, 2021 @ 6:30 pm.  
Finance – Wednesday, August 25, 2021 @ 3:00 pm.      Board – Monday, August 30, 2021 @ 6:30 pm.

**14. M/S/C To adjourn meeting/Director Mac Master/Director Stokman**

**Ayes:** Directors Avila, Stokman, Mac Master  
**Nays:** None  
**Abstains:** None  
**Adjourn @ 7:20 pm.**

Respectfully Submitted By: \_\_\_\_\_

Luis Avila, Secretary of the Board

