



## BOARD OF DIRECTORS MEETING

October 28, 2019 @ 6:30 pm

Del Puerto Health Center Conference Room,  
1700 Keystone Pacific Parkway, Unit B, Patterson

### Board of Directors Minutes

1. **Call to order** @ 6:33 pm

2. **Pledge of Allegiance**

3. **Board of Directors Roll Call.**

**Directors Present:** Director, Steve Pittson  
Director, Dan Robinson  
Director, Anne Stokman  
Director, Becky Campo  
Director, Gallo Mac Master

**Directors Absent:** None

**Staff Present:** Administrative Director/CEO, Karin Hennings  
Ambulance Director, Paul Willette  
Health Center Manager, Suzie Talamantes  
Clerk of the Board, Cheryle Pickle

**District Legal Council:** **Elizabeth Fratarcangeli**, Cole, Huber, LLP – by telephone

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**

**M/S/C To accept the agenda.** / Director Stokman / Director Campo/

**Ayes:** Directors Pittson, Robinson, Stokman, Campo, Mac Master

**Nays:** None

**Abstain:** None

**Passed**

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

**Action**

A. \*Approve Board Minutes for September 30,2019

B. \*Approve Special Board Minutes for September 30,2019

C. \*Approve Finance Committee Meeting Minutes for September 18, 2019



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- D. \*Accept Financial Report & Warrants for September 2019
- E. \*Resolution to transfer Mitigation account from Bank of the West to Oak Valley Community Bank

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

**Ayes:** Directors, Pittson, Robinson, Stokman, Campo, Mac Master

**Nays:** None

**Abstain:** None

**Passed**

#### 9. Regular Calendar

##### A. Ambulance Director Compensation Policy

Ms. Hennings explained that the Director of Ambulance Operations is a 24- hour responsibility. However, the Director is needed to fill in on an ambulance. He is not able to take compensatory time off. So, we are proposing a hourly rate of pay when the Director has to fill an ambulance slot after hours or on weekends. Best efforts will be made to fill a slot with another employee. We do not anticipate it should amount to more than \$7,000 a year .Every effort will be made to staff the ambulance the regular staff.

**M/S/C: To adopt the Director of Ambulance Operations Extraordinary Duty Compensation Policy**

**/Director Stokman /Director Campo/**

**Ayes: Directors Pittson, Robinson, Stokman, Campo, Mac Master**

**Nays:** None

**Abstains:** None

**Passed by roll call vote**

##### B. Retirement Plan 1 Increase to 4% Resolution

Ms. Hennings explained that this increase was included in the MOU contract that the board approved. The purpose of this resolution is so that the paperwork can be amended with the vendor.

**M/S/C To adopt Resolution 19-10 To increase the Plan 1 District Contribution to 4%**

**/Director Robinson/ Director Mac Master/**

**Ayes:** Directors Pittson, Robinson, Stokman, Campo, Mac Master

**Nays:** None

**Abstain:** None

**Passed by roll call vote**



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#### C. MVEMSA Contractor Agreement

Ms. Hennings and Mr. Willette explained that we have received the contract. It is basically except for a few very important items, mainly the fee for late arrivals. They have meet with Lance Doyle of Mountain Valley. He is very receptive and responsive so far. We are the first Special District to meet with them after the contract was settled with AMR. We met for about 4 hours. Most of the terms are similar to last year except the fees. There currently is a late fee of \$500 for EVERY time we are late (by 10 minute) that is purposed. This is not sustainable in a rural district like ours. They are trying to make the contracts as similar as possible. But there is no recognition that the rural and urban districts have different geography.

Questions were answered about the governance of MVEMSA, where the money goes, oversight, and the AMR contract. We pay an annual fee to MVEMSA. The fees are above and beyond. The fees go for System enhancement.

In the current contract we have not paid fees because of our compliance rate. The proposed contract does not given credit for compliance. We are trying to negotiate that compliance is a part of the contract.

There are some other things in the contact as well such as the language for Medical Director. Currently we are using Dr. Rodriguez, but we may have to get a Medical Director who has experience in emergency Medicine. Also, the language on the QRV arrival stopping the clock. Especially on Code 2 and 3 where Fire is not called there is no stoppage. We will have to negotiate these terms.

They are asking for different insurance limits, but we are negotiating this. There is a few things yet to negotiate but we are generally happy with the contract.

What we need is the board's permission to continue negotiations by authorizing Ms. Hennings and Mr. Willette to negotiate and enter into an agreement with MVEMSA since the deadline is November 15.

**M/S/C To authorize Ms. Hennings and Mr. Willette to negotiate and enter into a 5-year contract and sign a contract with MVEMSA.**

Director Pittson/Director Campo

**Ayes:** Directors Pittson, Robinson, Stokman, Campo, Mac Master

**Nays:** None

**Abstain:** None

Passed by Roll-Call Vote



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#### 10. Reports

1.

| A. | <u>Employee Anniversaries &amp; New Hires</u> | <u>October</u>   | <u>Years</u> |
|----|---|------------------|--------------|
|    | Ambulance:                                    | Brandon Cousins  | 5            |
|    |   | Kirsten Nelson   | 5            |
|    | Health Center:                                | Yaneth Castillas | 4            |
|    | Administration                                | Cheryle Pickle   | 1            |
|    |   | Danae Skinner    | 1            |

B. District Wide Community Assessment – Director Stokman

Ms. Stokman presented information from the county's Community Health Assessment. It gave the four areas of concern for the county.

1. Housing and homelessness
2. Communicable diseases
3. Tobacco and substance abuse
4. Chronic Diseases, such as heart disease, cancer and diabetes

Now that we have the county's report, we will be working on getting the data for our area and designing the survey. The county report gives us the big picture and we want the information for our area.

C. West Side Health Care Task Force - Gallo Mac Masters

Mr. Mac Master was ill and did not attend the meeting. No report.

D. Ambulance – Paul Willette, Director of Ambulance Operations

Mr. Willette reviewed his monthly report. They were very busy last month – 163 transports. Mutual aid not our area was increased. Research show the 15 of the 26 mutual aid responses would have been our if we had an additional unit available. Right now, the urban code 3 calls show 87.82% Compliance. Confident this will improve prior to the 250 calls.

E. Health Center - Suzie Talamantes, Health Center Manager

Ms. Talamantes reviewed her report. The numbers are down. They have been working on the scheduling. They are trying to double book to help reduce the effect of no shows. We received a letter from the City of Patterson thanking us for participation in their Health Fair.

TWe are going to have an event with Health Net. It will be November 15 & 16. On Friday focusing on cervical screening and on Saturday focusing on teens. They will be offering incentives to encourage their non-compliant patients to come in for their exams. Health Net will be hiring a locum to help. We still can do the billing. Health Net supplies the Gap reports and our staff is working to get these



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patients appointments. They can also place and ad for us. Health Net will provide incentives to the patients.

I will be meeting with Health Plan of San Joaquin tomorrow to see if we will qualify for a incentive this year.

F. Administration – Karin Hennings, Administrative Director / CEO

Ms. Hennings presented her Update for October. She presented Strategic Planning for each department. All department were in the black for Q1 of the fiscal year. She gave a report of the conferences attended. She outlined new projects and projects that are in process.

She also indicated that the audit with WIPFLI went well. We expect the report to be completed in December. We will see when it is complete. We may schedule a Special Board Meeting in order to have a presentation of the findings.

We are working to implement a new electronic medical record. We will go live sometime in February or March of next year. Board Docs (a software) will help us get our Board documents and policies in order.

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

|                                  |                             |
|----------------------------------|-----------------------------|
| Finance – Wednesday, November 20 | Board – Monday, November 25 |
| Finance – None in December,      | Board – None in December    |
| Finance – Wednesday January 22   | Board – Monday, January 27  |

Adjourn to Closed Session @ 8:06 pm.

12. **Closed Session** [Board of Directors may recess to closed session for discussion of certain matters as legally permitted. Any action taken shall be reported in open session.]

- |                               |   |
|-------------------------------|---|
| A. Gov't Code section 54956.8 | Conference with Real Property Negotiator<br>Property: APN 0131-024-007  |
| B. Gov't Code § 54956.9(b)    | Conference with Legal Counsel – Anticipated litigation or significant exposure to litigation: One (1) potential case. |

**A. Reconvene to Open Session – Report of Closed Session**  
No reportable action.



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B. **Adjourn**

Respectfully Submitted,

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Becky Campo, Secretary of the Board