



BOARD OF DIRECTORS MEETING
February 22, 2021 @ 6:30 pm
Via Zoom
Board of Directors Minutes

1. **Call to order** @6:32 by President Pittson.
2. **Pledge of Allegiance**
3. **Board of Directors Roll Call.**

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

Directors Absent: Director, Becky Campo

Staff Present: Administrative Director/CEO, Karin Hennings
Ambulance Director, Paul Willette
Health Center Manager, Suzie Benitez
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: Joshua Brace from Westside Ambulance – He commented on the excellent partnership between Westside and PDA.

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

7. **Approval of Agenda:**

M/S/C To accept the agenda. Director Stokman / Director Avila
Ayes: Directors Pittson, Stokman, Avila, Mac Master
Nays: None
Abstain: None
Passed

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

- A. * Approve January 22, 2021 Board Meeting Minutes
- B. * Approve Finance Committee Meeting Minutes for January 20, 2021
- C. * Accept Month End Financials & Warrants January 2021



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M/S/C To accept the Consent Calendar as presented. Director Stokman / Director Avila

Ayes: Directors Pittson, Stokman, Avila, Mac Master

Nays: None

Abstain: None

Passed

9. Regular Calendar

A. * Any Consent calendar items moved to regular calendar. None

B. * Adopt FY20-21 Operating Mid-Year Budget Update
Ms. Reyes reviewed the updated budget and explained the two items added items. There were no questions.

M/S/C To adopt the Operating Budget Revisions. Director Stokman / Director Mac Master.

Rollcall Vote

Ayes: Directors Pittson, Stokman, Avila, Mac Master

Nays: None

Abstain: None

Passed

10. Reports

A. <u>Employee Anniversaries & New Hires</u>	<u>February</u>	<u>Years</u>
Ambulance:	Chuck Coelho	9
	Lori Valdovinos	9
Health Center:	Daiana Flores	4
	Susi Perez	5
	Yesenia Sanchez	Welcome Back

B. **District Wide Community Assessment** – Director Stokman
Director Stokman reviewed her report. The survey was mailed January 19,2021. As of last Friday, they had 300 responses. At this rate, they will not need to make the telephone calls to complete the survey.

C. **West Side Health Care Task Force - Director Mac Master**
Director Mac Master stated that the next meeting is scheduled for March.



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- D. **Conversations with Patterson City Council – Directors Campo, Mac Master, Avila**
The meeting is being scheduled for March 02, 2021 at 4:00 pm.

- E. **CEO Annual Performance Evaluation -Director Campo**
Item was tabled due to Director Campo's absence.

- F. **Ambulance – Paul Willette, Director of Ambulance Operations**
Report was disseminated.

Mr. Willette reviewed his report making note that AMR had been in our district much less. However, we still were responding to calls in the Turlock and Modesto area quite a bit. He also reviewed the payor mix report.

- G. **Health Center - Suzie Benitez, Health Center Manager**
Report was disseminated.

Ms. Benitez reviewed her report. It was another slow month. Down 35% over last year. The number of patients seen by each provider has decreased as well. No shows have decreased. This can be attributed to the new software, Athenanet. It sends reminder to the patient multiple times. The providers have a 95% close rate on their charts. This has been recognized by Athenanet.

Directors Stokman and Campo have expressed interested in learning how we can market to our patients, especially those who have not returned due to COVID-19. Ms. Benitez arranged to have the nurse at HPSJ help. They will be Having a Zoom meeting to decide on how they can market and help members to come into the office.

Director Mac Master also expressed an interest in being involved with this project. It was decided that an Ad-hoc Committee on this subject of marketing and promotion would be appropriate. Therefore, Director Pittson appointed Director Stokman and Director Mac Master to serve on the Ad-hoc committee for Marketing and promotion of the Health Center.

Ms. Hennings added that Dr, Blythe's last day with us was February 19. We have been down by 25%. This equates with one provider. Therefore, we will not be hiring a Locums to fill in. Dr. Rodriquez will handle all complicated patients. We will make arrangement to refer out all complicated Neonatal cases at this time.

- H. **Administration – Karin Hennings, Administrative Director / CEO (see attached report)**
Ms. Hennings referred to her submitted written report. There were no questions. To save time for the training Ms. Hennings let the submitted report stand.



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11. **Board Governance Training Session – “Community Engagement”** (See attached Materials)
Ms. Hennings started to share the video and start the training. Director Stokman stated that she felt this training was to help develop the board and the fact that Director Campo was not in attendance, she felt we should postpone the training. There was further discussion, and the Item was Tabled until the next Board meeting.
12. **Director Correspondence, Comments, Future Agenda Items - None**
14. **Upcoming Regular Board and Standing Committee Meeting Dates**
- | | |
|--|---|
| Finance – Wednesday, March 24 @ 08:00 am | Board – Monday, March 29, 2021 @ 6:30 pm |
| Finance – Wednesday, April 21 @ 3:00 pm | Board – Monday, April 26, 2021 @ 6:30 pm |
| Finance – Wednesday, May 19 @ 3:00 pm | Board – Monday, <i>May 24 Special Mtg @ 6:30 pm</i> |
| | <i>TENTATIVE</i> |
| | Board – Monday, May 31 Memorial Day no meeting |
- Adjourned to Closed Session @ 7:13 pm
15. **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 § 54956.9(b) Conference with Legal Counsel – Anticipated litigation or significant exposure to litigation: Two (2) potential cases.
16. **Reconvene to Open Session – Report of Closed Session**
No reportable actions. Instruction given to staff.
17. **Adjourn @ 7:42 pm**

Respectfully Submitted By: _____

Luis Avila, Board Secretary

4/13/21
Date