



BOARD OF DIRECTORS MEETING  
June 29, 2020 @ 6:30 pm  
Via Zoom  
Board of Directors Minutes

1. Call to order @ 6:31 pm by Director Robinson
2. Pledge of Allegiance
3. Board of Directors Roll Call.

**Directors Present:** Director, Dan Robinson  
Director, Anne Stokman  
Director, Becky Campo  
Director, George Galloway Mac Masters

**Directors Absent:** Director, Steve Pittson  
**Staff Present:** Administrative Director/CEO, Karin Hennings  
Ambulance Director, Paul Willette  
Health Center Manager, Suzie Benitez  
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:** Debra Novelli, James Rightmeyer

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

7. Approval of Agenda:

**M/S/C Motion to accept the agenda.** Director Stokman /Director Mac Master.

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

**Nays:** None

**Abstain:** None

**Passed**

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

- A. \* Approve Special Board Meeting Minutes May 18, 2020
- B. \*Accept Finance Committee Meeting Minutes for April 22, 2020
- C. \*Accept Financial Report as of April 30, 2020
- D. \*Monthly Warrants for Recommendation – April 2020
- E. \*Accept Finance Committee Meeting Minutes for May 20, 2020
- F. \*Accept Financial Report as of May 31, 2020



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- G. \*Monthly Warrants for Recommendation – May 2020

**M/S/C Motion that the Board of Directors accept the Consent Calendar as presented. /Director Campo / Director Stokman**

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

**Nays:** None

**Abstain:** None

**Passed**

## 9. Regular Calendar

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

- B. Resolution 20-02 Available Seats for November 2020 Election

There was a discussion on why there were four seats up for election for 1 year. Ms. Hennings explained that the reason was because there had been two seats that were vacated during the first half of their terms. The rules dictate that the appointee is only appointed until the mid-term and must be elected for the second half (2 years) of the term. There was still some concern that if only 1 seat were left how would the board function. Mr. Ritchie explained that the law then would assign that responsibility to the Board of supervisors; they would then make the appointments. Ms. Hennings pointed out that they could run for either the two-year seat or the four-year seat.

**M/S/C: Motion to adopt Resolution 20-02 calling for an election of four Directors on November 10, 2020 and requesting the Board of Supervisors of Stanislaus County consolidate the District's election with the statewide general election to be held on the same date.**

**/Director Stokman/Director Campo/**

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

**Nays:** None

**Abstains:** None

**Passed by Roll Call vote**

- C. Review and possible Adoption of Proposed Budget for Fiscal Year 2020-21

Ms. Hennings explained that the Finance Committee had reviewed the budget, however; they did not make a recommendation to the board. The budget was being presented to the board tonight because there are payroll adjustments that are due on July 01, 2020 according to our negotiated contract with the union. The Health Center and Administration are also pending raises following evaluations. She went on to present the budget answering questions and explaining as she presented. There was a question about the Mitigation Impact Fees. Ms. Hennings explained that we do not include them as income until we receive the funds. There are also restrictions on how the mitigation funds can be spent. They must be used for new equipment or services not to replace or maintain. The Administration department, PDA, and Keystone C are all projected to be positive.



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The Health Center is projected to run in the negative \$556,536.00. All questions were answered. It was decided to vote on the passage of the budget to enable the payroll issues to proceed.

**M/S/C: Motion to approve the Budget as submitted for FY-2020-2021 /Director Stokman/Director Campo/**

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

**Nays:** None

**Abstains:** None

**Passed by Roll Call vote**

D. Health Center Advertising Campaign Proposal

Ms. Hennings explained that we need to do a campaign to attract new patients to the Health Center, especially during this time because patients are nervous to come into the clinic. There also is the need to let the community know that we will have Telehealth available. Ms. Hennings introduced Debbie Novelli and James Rightmeyer from iHeart Media.

Debbie Novelli and James Rightmeyer presented the package that they recommended. The first part of the package is Audience Display. These ads utilize in iHeart audience across all devices. These ads will be targeted to our demographics in our selected zip codes. All marketing will be in English and Spanish. The ads will target 2 messages. The first one will be Tele-Health and the second will be "Be Safe and Be Seen".

The second tier will be Targeted Display & Video. Again, this uses the iHeart Media which is 10% of the market. The next area will be the OTT (or the 90% - streaming).

They have teamed with a production company which would provide 4, 15 second commercials, two in English and two in Spanish, which would be owned by the District, at a cost of \$500 per commercial.

He reviewed the cost of the proposed 3-month marketing campaign. The cost would be \$9300 plus the cost of production of commercials. They answered questions.

**M/S/C: Motion To Approve of the iHeart Media advertising campaign not to exceed \$11,000 /Director Mac Master/Director Campo/**

**Ayes:** Director Robinson, Stokman, Campo, Mac Master

**Nays:** None

**Abstains:** None

**Passed**





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**10. Reports**

A.	<u>Employee Anniversaries &amp; New Hires</u>	<u>May</u>	<u>Years</u>
	Ambulance:	Ricky Guaydacan, Jr.	1
		Lisa Hunsinger	1
		Kevin Hurd	1
		Bryan Santos	1
		Earlene "Brianne" Silva	11
	Health Center:	Jose Vigil	NEW
	Administration	None	

- B. District Wide Community Assessment – Director Stokman  
 We are in contact with Sacramento State. The Covid-19 situation has resulted in a staff reduction. Hopefully come fall, they will be able to help.  
 We currently have an intern who is working on the old Stanislaus county information. We still have not received the updated information from the county.
- C. West Side Health Care Task Force - George Galloway Mac Masters  
 No report
- D. Ambulance – Paul Willette, Director of Ambulance Operations  
 Mr. Willette reviewed his report for May. The call volume was up. He noted that for June there has already been a record 167 transports. He noted that AMR has reduced their number of units in the Modesto area, so our units are picking up several calls in the Modesto area. Re reviewed the payor mix.
- E. Health Center - Suzie Benitez, Health Center Manager  
 The Health Center has seen a slight increase in the number of visits – but it is very slow. They are continuing to test for Covid-19 but testing supplies are limited. They have to reserve the testing for our patients. We will reach out to the county to see if we can work with them to be a testing center. The Tele-health program is coming along. Tested the system today and everything is looking good. Reviewed the monthly report which showed that the numbers are down.
- F. Administration – Karin Hennings, Administrative Director / CEO  
 Ms. Hennings reviewed the Key Performance Indicators (KPI) for the month of May. She shared the letter from ACHD indicating that they delayed the Membership dues until October 01. She then shared a video from Otto Health to illustrate the Tele-Health visits and how they will work.

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

Finance – Wednesday, July 22, 2020	Board – Monday, July 27, 2020
Finance – Wednesday, August 19, 2020	Board – Monday, August 24, 2020
Finance – Wednesday, September 23, 2020	Board – Monday, September 28, 2020



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Adjourn to Closed Session @ 8:17 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 54957.6                      Public Employment Employee Performance Evaluation  
Title: Administrative Director / CEO

13. **Reconvene to Open Session – Report of Closed Session:** @ 9:09 pm

The Board discussed the Performance Evaluation of the CEO in closed session. There was no reportable action.

Discussion of consensus of the Employment Performance evaluation:

There was a consensus among the board members that Director Campo and Director Stokman would meet with Ms. Hennings and work further on talking about the nuances of the evaluation responses as well as put the final report in writing so that Ms. Hennings would have a written copy to review and discuss. The Board as a consensus also indicated that they were more comfortable to have a conversation about compensation in only open session. So, the plan was when they reconvened to discuss what the consensus was and then move on amendments to the contract with Ms. Hennings, at the pleasure of the Board. These changes would be drafted and approved today and then would be authorized to execute the contract amendments per the motion and decision of the Board this evening.

**M/S/C:** With giving our CEO an excellent Performance Evaluation, we would like to move forward to change her contract and update with the goals and a 3% increase toward the next year. /Director Stokman/Director Campo

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

**Nays:** 0

**Abstains:** 0

**Passed by roll call vote**

14. **Adjourn @9:13**

Respectively Submitted by \_\_\_\_\_

  
Becky Campo, Board Secretary

