



BOARD OF DIRECTORS BOARD OF DIRECTORS

Luis Avila, President
Becky Campo, Vice-President
Timothy Benefield, Secretary
Anne Stokman, RN, Treasurer

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BOARD OF DIRECTORS MEETING MINUTES
Monday, July 31, 2023 @ 6:00 pm

1. **Call to order** at 6:05 pm by President, Luis Avila

2. **Pledge of Allegiance**

3. **Roll Call**

Directors Present: President, Luis Avila
Vice President, Becky Campo
Treasurer, Anne Stokman
Secretary, Timothy Benefield

Directors Absent: None

Staff Present: CEO, Karin Freese
Ambulance Director, Paul Willette
Health Center Manager, Suzie Benitez
Accounting & Finance Manager, Maria Reyes Palad
Clinical ED & QI Manager, Jim Whitworth
Clerk of the Board/HR Manager, Cheryle Pickle

District Legal Council: Dave Ritchie, Cole Huber, LLP

Members of the Public: (Via Zoom) Bob Walker, Roy Nelson, Rob Pankratz

We have a quorum.

4. **Reading of the District's Vision, Mission, and Value Statements:**

*Vision: "A locally cultivated, healthier community."
Mission: "To provide, promote, and partner in quality healthcare for all."
Values: "Compassion – Commitment – Excellence"*

5. **Public Comment Period**

Ms. Freese introduced Mr. Walker, Mr. Nelson, and Mr. Pankratz, who will present later in the meeting.

6. **Declarations of Conflict** [Board members disclose any conflicts of interest with agenda items]

None.

7. **Approval of Agenda:**

M/S/C: To approve the agenda with items 9.F, 9.H, & 9. I moved from the Consent Calendar to the Regular Calendar.
Directors Stokman/Campo
Ayes: Directors Avila, Stokman, Campo, Benefield
Nays: None
Abstain: None
Motion: Passed

8. **Presentation by Bob Walker, Walker Advisory, Inc., on the DPAC Building Project**

Ms. Freese introduced Mr. Walker. The contract for Walker Advisory, Inc. is being reviewed by legal counsel and will be sent shortly. We will schedule Mr. Walker to come to Patterson at least once per phase.

Mr. Walker reviewed his resume with the Board. He addressed the Board's concerns. He recommends that the Board keep the Community updated on the Building Project on the district website. He recommended not sending the RFP until we have finalized the site.

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

- A. *Approve Regular Board Meeting Minutes – June 26, 2023
- B. *Approve Special Board Meeting Minutes – July 17, 2023
- C. *Accept Finance Committee Minutes – April 19, 2023
- D. *Accept Financial Reports – April 30, 2023
- E. *Accept Financial Reports – May 31, 2023
- F. ~~*Adopt Resolution 2023-10 for FY 2023-24 Collection of Ambulance Special Assessment~~
- G. *Adopt Resolution 2023-11 Calling for the Election on March 5, 2024, of a Director from Zone 4
- H. ~~*Adopt Policy 2151 Sponsorships and Community Event Tickets~~
- I. ~~*Adopt Resolution 2013-12 to establish a DPAC Project Reserve Account~~
- J. *Approve Stryker Equipment Maintenance Agreement

M/S/C. Approve the Consent Calendar after moving Items F, H, & I to the Regular Calendar.

Directors Campo/Benefield

Ayes: Directors: Avila, Stokman, Campo, Benefield

Nays: None

Abstain: None

Motion: Passed with Roll Call Vote

10. **Regular Calendar***

**Any Consent calendar items moved to the regular calendar*

- A. **9F. *Adopt Resolution 2023-10 for FY 2023-24 Collection of Ambulance Special Assessment**

Ms. Freese explained that in 2005 DPHCD adopted a Resolution determining the ongoing need for the Ambulance Special Assessment. This item should be reviewed by the Board annually. In the future, this item will be added to the Board calendar in February.

Mr. Ritchie explained that changes need to be submitted to the Board of Supervisors by May of each year. It is best practice to review this each year and decide that if the special assessment is needed.

Discussion was had that suggested next time the board reviews this that the resolution include information regarding the number of transports in 2005 vs. the current year.

M/S/C. The Board adopts Resolution 2023-10 confirming the validity of the Ambulance Special Assessment to be levied and collected for FY 2023-24.

Directors Stokman/Benefield

Ayes: Directors: Avila, Stokman, Campo, Benefield

Nays: None

Abstain: None

Motion: Passed

- 9h. ***Adopt Policy 2151 Sponsorships and Community Event Tickets**

Discussion was had regarding which events would be approved and who would attend. It was noted that there was an annual total spending limit of \$3,000 on community events.

M/S/C. To adopt Policy #2150 Sponsorships and Community Events.

Directors Campo/Benefield

Ayes: Directors: Avila, Campo, Benefield

Nays: Stokman

Abstain: None
Motion: Passed

- 9I. *Adopt Resolution 2013-12 to establish a DPAC Project Reserve Account**
This was reviewed and recommended by the Finance Committee. This Resolution would transfer \$80K per month from the Unrestricted Net Assets to a Building Project Fund Reserve.

M/S/C. To approve Resolution 2023-12: Monthly Transfers of \$80K to a Building Project Fund Reserves.

Directors Stokman/Campo
Ayes: Directors: Avila, Campo, Stokman, Benefield
Nays: None
Abstain: None
Motion: Passed by Roll Call Vote

B. Review and Approval of FY 2023-24 Operating Budget

The Finance Committee has reviewed the Budget. There were three points:

1. COLA increases are budgeted for hourly staff.
2. Projected FY 2023-24 revenue is conservative.
3. A mid-year budget update would be completed in December of 2023

M/S/C. To approve the FY 2023-24 Operating Expense Budget as presented.

Directors Stokman/Benefield
Ayes: Directors: Avila, Campo, Stokman, Benefield
Nays: None
Abstain: None
Motion: Passed by Roll Call Vote

C. Adopt Resolution 2023-13 RE: Accrued Expenses and Municipal Advisor Engagement

Ms. Freese introduced Roy Nelson and Rob Pankratz from Wulff Hansen & Co. In April of 2022 the District agreed to retain Wulff Hanson & Co. as municipal advisors, however the building project was delayed until now. The resolution allows for reimbursement of expenses 60 days prior to adoption. There is no front cost. Their fees are included in the financing. Their fee is not to exceed fee of \$20K. They will quarterback the financing. They will evaluate the District's options and make recommendations to staff.

M/S/C. To adopt Resolution 2023-13 recognizing the project expenses and municipal advisor agreement.

Directors Benefield/Campo
Ayes: Directors: Avila, Campo, Stokman, Benefield
Nays: None
Abstain: None
Motion: Passed by Roll Call Vote

11. Strategic Planning

A. Defining "Community" Discussion

A discussion on how each Board member defines Community:

- Director Avila: Perspective revolving around the patient.
- Director Stokman: Beyond walls: Patient, family, subgroups, beyond District clients
- Director Campos: Elderly, children, financially challenged, solving community problems (i.e., social determinants of health)
- Director Benefield: Constituents (let them know they are represented, what availability of services)

Communities can be defined by: ethnicities, cultures, ages, potential healthcare workers (which requires outreach to PHS Medical Pathway), agriculture, commuters, and Bay Area transplants. The geographic District boundaries can be seen as extended family.

How do we reach the community?

- Boots on the ground.
- Community Health Assessment.
- Make staff become involved in the community.
- Talking points to Community Communicators on District healthcare availability.
- Social Media
- Postcards to households.
- Newspaper articles and press releases
- Community presentations (Board Driven)
- City Council presentations

- B. Strategic Plan Timeline
Ms. Freese reviewed the FY 2023-24 Strategic Plan – Worklist (attached).

12. **Verbal Reports**
- | | | |
|---|------------------|--------------|
| A. <u>Employee Anniversaries & New Hires</u> | <u>July</u> | <u>Years</u> |
| Ambulance | Brian Hannameyer | 8 |
| | Eddie Thompson | 20 |
| | Daniel Martinez | New |
- B. Del Puerto Hospital Foundation – Directors Stokman and Avila – No Report
C. West Side Health Care Task Force – Director Benefield – No Report
D. Legislative Updates for July 2023 - ACHD & CSDA updates were provided on current legislation
13. **Verbal Reports – No Questions from board members**
- A. Ambulance – Director Paul Willette (no written report submitted)
B. Health Center – Manager Suzie Benitez
C. Administration – Administrative Director/CEO Karin Hennings
14. **Director Correspondence, Comments, Future Agenda Items**
- A. Board Calendar for August – Board Self-Assessment Survey Distribution
B. Via Heart Project, sponsorship opportunity to provide AEDs in the community.
C. Patterson High School Medical Pathway opportunity for representation on Advisory Board

Adjourn to Closed Session @ 8:02 pm

15. **Closed Session** [Board of Directors may recess to closed session to discuss 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
Property: APN 0131-024-008
16. **Reconvene to Open Session – Report of Closed Session @ 8:31**
- No reportable actions; Instructions were given to staff.
17. **Upcoming Regular Board and Standing Committee Meeting Dates Information**
- | | |
|---------------------------------------|-------------------------------------|
| Finance – Wed, Aug 23, 2023 @ 8:00 AM | Board – Mon, Aug 28, 2023 @ 6:00 PM |
| Finance – Wed, Sep 20, 2023 @ 8:00 AM | Board - Mon, Sep 25, 2023 @ 6:00 PM |
| Finance – Wed, Oct 25, 2023 @ 8:00 AM | Board – Mon, Oct 30, 2023 @ 6:00 PM |

18. **Adjourned at 8:32**

Respectfully Submitted:



Handwritten signature of Timothy Benefield in black ink, written over a horizontal line.

Timothy Benefield, Board Secretary

12/11/23

Date Signed