

Del Puerto Health Care District

1700 Keystone Pacific Parkway, Unit B
Patterson, California

BOARD OF DIRECTORS MINUTES – August 27, 2018

1. Call to Order

The meeting was called to order at 6:30 pm by Board President Donna Sesock-Miller.

2. Pledge of Allegiance

3. Board of Directors Roll Call

Directors Present: President Donna Sesock-Miller
Treasurer Anne Stokman
Director Harold Hill
Secretary Dan Robinson
**Vice President Steve Pittson arrived at 6:31 pm

Directors Absent: None

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

District Legal Counsel Present: Dave Richie, Cota Cole Huber LLC

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 - No Comment

6. Declarations of Conflict: None

7. Review of Agenda - No Changes

8. Consent Calendar

- A. Approve Board Minutes for July 30, 2018
- B. Accept July 2018 Financial Report and Warrants

Motion to approve items A and B in the Consent Calendar made by Director Stokman, seconded by Director Hill; the motion carried by a unanimous vote.

9. Regular Calendar

A. Proposal to engage consultant Radiology Project.

Ms. Henning presented a revised proposal from Executive Healthcare Partnerships. She explained the project and why the need for a consultant. The consultant is Daren Kumar, former CEO of Memorial Hospital. He is also a Radiologist. The cost of the project is \$15,000 and the timeline if 4 months. Question were answered.

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Motion to accept the proposal from Executive Healthcare Partners to assist in completing the Radiology Partnership Project for \$15,000 moved by Director Stokman, second by Director Robinson; the motion was carried by a unanimous roll call vote.

B. Resolution 18-26: Approve Banking Access and Security Roster

Ms. Hennings explained the need for Resolution 18-26 and reviewed the content. Discussion ensued, Med Tech and SEMSA will have view only of their respective accts. The Board will need to adopt another resolution when the Board changes. This will need to happen in December-January each year.

Motion to adopt Resolution 18-26 to approve the 2018 Banking Security and Access Resolution moved by Director Stokman, second by Director Robinson; motion carried with a unanimous roll call vote.

C. Resolution 18-27: Approve Administrative/CEO Salary Range

Ms. Hennings presented the Summary of the research. She discussed the sources of the data and how it was compiled. Discussion ensued. We will make this salary range publicly available.

Motion to adopt Resolution 2018-27 approving a salary range of \$126,000-\$189,000 per year for the position of Administrative Director/CEO moved by Director Stokman, second by Director Pittson; motion carried by unanimous roll call vote

D. Resolution 18-28: Amend Employee-Employer Relations Resolution

Dave Richie recited the history of the District's Employee-Employer Relations Resolution. Changes in federal and state law required updates to the document. The changes do not address any wages, hours or other terms and conditions of employment. The changes were submitted to the TEMSA/USW Union with advance notice asking if the Union wished to meet and confer on the changes. The union did not respond. A discussion ensued.

Motion to amend and adopt the Del Puerto Health Care District Employer-Employees Relations Resolution moved by Director Stokman, second by Director Hill; motion carried by a unanimous roll call vote.

10. Reports

A. Employees for Years of Service in August

Ambulance:	Steve Clark (1)
Health Center:	Christine Cavanaugh (5)

B. Board Correspondence - reviewed by Ms. Hennings

C. Board Member Reports

- 1) Director Sesock-Miller – Announced she is no longer on the West Side Health Care Task Force

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- 2) Director Pittson – No Report
- 3) Director Robinson – No Report
- 4) Director Stokman – Reported on the District Wide Community Health Needs Assessment. Discussed a consulting group who assisted in a Stanislaus County Behavioral Health Project from design through implementation. Is also lining up potential members of the Community to assist on an Ad Hoc Committee for the assessment.
- 5) Director Hill -No Report

D. Ambulance

Mr. Willette gave the Ambulance operations report for the month of July including the payor mix. He showed slides of the new ambulance being built.

E. Health Center

Ms. Talamantes presented the Health Center visits report for the month of July. July is typically a month with fewer visits, so each provider took time-off in July which further lowered the number of patients seen. Visits so far in August are already much higher.

F. Administration

Ms. Hennings presented an assessment for FYE 2017-18 in anticipation of the Board's annual funding of the asset replacement and operating temporarily restricted funds. The District's IT Vendor, Datapath, will be sending some fake emails as part of our security assessment to see where employees need additional education on internet and phishing security. Ms. Maria Reyes will start as the Finance and Accounting Manager in the Administration office next month. Ms. Reyes is expected to attend the September Board Meeting. Lastly, there will be two new members on the Board of Directors at the end of the calendar year, so the Governance Committee is reviewing Board policies and procedures to educate and update all Board Members.

**Adjourned to closed session 8:01 pm

- 11. 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. Conference with Legal Counsel: Anticipated Litigation:
Significant exposure to litigation pursuant to Gov't Code § 54956.9(b): Two (2) potential cases.
- B. Gov't Code section 54957: Public Employment Employee Performance Evaluation
Title: Administrative Director / CEO

- 12. Reconvene to Open Session – Report of Closed Session**

Both Closed session items were discussed. Direction was given to staff. No reportable action was taken.

- 13. Regular Calendar** *(continued)* Review Administrative Director/CEO Salary FY2018-17

Motion to table the Agenda item moved by Director Stokman, seconded by Director Hill; motioned carried with no objection.

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14. Upcoming Regular Board and Standing Committee Meeting Dates

Finance – Wednesday, Sep 19	Board – Monday, Sep 24
Finance – Wednesday, Oct 24	Board – Monday, Oct 29
Finance – Wednesday, Nov 21	Board – Monday, Nov 26

Association of California Healthcare District Annual Conference is Sept 12-14

15. Adjournment - There being no further business: the meeting was adjourned at 8:15 pm.

Respectfully Submitted,

Daniel Robinson, Secretary
DPHCD Board of Directors

Date