

# DEL PUERTO HEALTH CARE DISTRICT

1700 Keystone Pacific Parkway, Unit B  
Patterson, California

## BOARD OF DIRECTORS MINUTES January 29, 2018

**\*Amended\***

### 1. CALL TO ORDER / ROLL CALL:

The meeting was called to order at 6:30 PM by President Steve Pittson.

#### ROLL CALL

**Directors present:** President Steven Pittson  
Vice President Donna Sesock-Miller  
Treasurer Anne Stokman  
Secretary Frank Daras  
Director Harold Hill

**Directors absent:**

**Staff present:** Administrative Director / CEO Karin Hennings  
Ambulance Director Paul Willette  
Health Center Manager Suzie Talamantes  
Human Resource Manager Cherie Swenson  
Clerk of the Board Yumi Edwards

**District Interim Legal Counsel Present:** David Ritchie

### 2. PLEDGE OF ALLEGIANCE & READING OF 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."*

3. PUBLIC COMMENT – None. Ms. Hennings introduced attorney Joe Fagundes.

### 4. ACCEPTANCE OF AGENDA

M/S/C Donna Sesock-Miller, Frank Daras to  
approve the agenda. Vote 5-0

5. PRESENTATION – PowerPoint Presentation of the draft FY 2017 Financial Statements. District Finance Auditor, Melanie Mick, CPA; Wipfli, LLP joined the meeting via Skype to present for FY 2017. Ms. Mick explained she is in the process of closing the audit pending a final review by a firm partner. She will send out packages overnight to Karin once complete. She anticipates issuing an unmodified opinion. A discussion ensued.

### 6. CONSENT CALENDAR\*

Director Sesock-Miller stated the minutes should not reflect if a member is absent when recording action item votes. President Pittson agreed and directed staff to correct this moving forward. Ms. Hennings noted the minutes should reflect the point in which an initially absent Director joins the meeting.

- A. \* Approve Board Meeting Minutes for November 27, 2017
- B. \* Approve Board Meeting Minutes for January 8, 2018
- C. \* Approve Finance Committee Meeting Minutes for November 22, 2017
- D. \* Accept November & December Financial Reports
- E. \* Approve November & December Warrants

- F. \* Ratify amended Resolution 2017-11 update verbiage for clarity
- G. \* Adopt Parity for Management Level Employees Paid Time Off Accrual
- H. \* Approve 2018 operational holiday calendar

M/S/C Donna Sesock-Miller, Anne Stokman to approve the consent agenda as presented with the direction to staff for future recordation of Director votes on minutes

## 7. REGULAR CALENDAR

- A. Employee Recognition for Years of Service and New Hires

Health Center:                    13 years:    Eneida Barrera

- B. Acceptance of Audited Financial Statements for Fiscal Year End June 30, 2017.  
The Board discussed tabling this item until the final audit is issued.

M/S/C Harold Hill, Anne Stokman to table this item  
Vote 5-0

- C. Proposals for legal counsel

Ad-hoc committee met, reviewed proposals received from the RFP posted November 1, 2017. The committee recommends selecting Cota Cole for District legal counsel. The contract will be presented for approval at the next Board meeting. President Pittson dismissed the adhoc committee.

M/S/C Frank Daras, Harold Hill to Steve Pittson to approve the recommendation to select Cota Cole for legal counsel Vote 5-0

## 8. REPORTS

- A. Ad Hoc Committees: None
- B. Ambulance: Mr. Willette presented the December activity report. He also reported PDAs new community CPR program through American Heart Association began January 20<sup>th</sup> . The classes will be scheduled for the 3<sup>rd</sup> Saturday of each month. The first class had 10 students enrolled. A discussion ensued.
- C. Health Center: Ms. Talamantes presented the December activity report. A discussion ensued.
- D. District Administration: Ms. Hennings reported the following to the Board:
  - Staff is working on implementing the sliding fee discount and prompt payment incentive. She will be working with the billing companies to implement into billing systems.
  - Merced Open Imaging will no longer provide radiology services at the Health Center, there last day is February 2<sup>nd</sup>. Discussions are in process with a returning vendor
  - Dr. Rodriguez, Ms. Talamantes and herself met with Radnet Modesto Advanced Imaging on January 24<sup>th</sup> and they expressed they are interested in working with the District again by providing x-ray and ultra sound services.

## 9. OTHER MATTERS

- A. Election of Board Officers
  - Nominations for President:
    - Steve Pittson, volunteered
    - Donna Sesock-Miller, nominated by Anne Stokman
 Donna Sesock-Miller was elected by a majority vote
  - Nominations for Vice President:
    - Frank Daras was nominated but declined

- Anne Stokman was nominated but declined
- Steve Pittson, nominated by Anne Stokman  
Steve Pittson was elected by unanimous vote
- Nominations for Secretary
  - Frank Daras volunteered  
Frank Daras was elected by unanimous vote
- Nominations for Treasurer
  - Anne Stokman volunteered  
Anne Stokman was elected by unanimous vote

B. Committee Appointments

President Donna Sesock-Miller appointed Anne Stokman and herself to the Finance Committee

President Donna Sesock-Miller appointed Steve Pittson and herself to the Governance Committee

**10. AGENDA ITEMS FOR FUTURE MEETINGS**

Items requested to be agendized for next meeting

- ❖ ADA compliance at the Health Center
- ❖ Review list of agreements and contracts with consultants, professionals, and outsourced services specifying renewal dates

**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.

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|--------------------------------|---|
| A. Gov't Code section 54956.8  | Conference with Real Property Negotiator<br>Property: APN 0131-024-007  |
| B. Gov't Code section 54957.6: | Conference with Labor Negotiator<br>Employee Organization: USW Local 12911<br>Negotiators: David Ritchie, JD, Karin Hennings<br>Paul Willette, Cherie Swenson |

**12. RECONVENE TO OPEN SESSION – REPORT OF CLOSED SESSION**

The Board reconvened from Closed Session reporting they discussed closed session item A. and B. announcing direction was given to staff and negotiators.

**13. There being no further business; the meeting was adjourned.**

Respectfully Submitted,

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Donna Sesock-Miller, President (Date)  
Board of Directors

**Upcoming Regular Board and Standing Committee Meeting Dates:**

- |                                  |  |
|----------------------------------|--|
| Board – Monday February 26, 2018 | Finance – Wednesday, February 21, 2018 |
| Board – Monday March 26, 2018    | Finance – Wednesday, March 21, 2018    |
| Board – Monday April 30, 2018    | Finance – Wednesday, April 25, 2018    |