

**BOARD OF DIRECTORS***Becky Campo, President**Reyna Gomez, Vice-President**Ma Traore, Secretary**Sylvia Ramirez, Treasurer**Debbie Antigua, Director**PO Box 187, Patterson, CA 95363**Phone (209) 892-8781 Fax (209) 892-3755***BOARD OF DIRECTORS' MEETING**

Monday, October 26, 2026, at 6:00 p.m.
Patterson City Hall, City Council Chambers
1 Plaza Circle, Patterson, California

PUBLIC PARTICIPATION

Members of the public may comment on any matter within the District's jurisdiction. Comments concerning an agenda item may be made before or during the Board's consideration of that item. The Board generally may not discuss or act on matters not listed on the posted agenda.

General public comments are limited to five minutes per speaker, and comments on individual agenda items are limited to three minutes per speaker. The Board President may reduce speaking time when necessary to accommodate all speakers. A speaker using a translator will receive at least twice the allotted time unless simultaneous translation is provided.

CONSENT CALENDAR

Consent Calendar items are routine matters acted upon by one motion unless a Board member requests separate consideration. The public may comment before the Board acts on the Consent Calendar.

CLOSED SESSION

The Board may meet in closed session only as permitted by law. The public may comment on a closed-session item before the Board convenes in closed session.

AGENDAS, RECORDS, AND ACCESSIBILITY

Agendas, minutes, and available meeting materials are posted at: dphealth.org/board-meetings
Public records distributed to a majority of the Board less than 72 hours before the meeting are available for inspection at the District office, 875 E Street, Patterson, during regular business hours and, when available, on the District's website.

To request a disability-related accommodation, auxiliary aid, alternative agenda format, or assistance with interpretation arrangements, contact the Clerk of the Board at (209) 892-8781. Please provide as much advance notice as possible; notice at least 72 hours before the meeting will assist the District in making reasonable arrangements.

1. Call to Order & Roll Call**2. Pledge of Allegiance****3. Reading the 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"

4. Declarations of Conflict *[Board members disclose any conflicts of interest with agenda items]***5. Approval of Agenda****ACTION**

*[*Directors may request moving any consent calendar item to the regular calendar or change the order of the agenda items.]*

6. Public Comment – Items not on the Agenda**7. Consent Calendar** – Public Comment is taken prior to Board Action**ACTION**

A. *Approve Board of Directors Meeting Minutes – September 29, 2026

B. *Department Written Reports: CEO, AMB FIN, HC, and HR

Del Puerto Health Care District

BOARD OF DIRECTORS' MEETING

City Council Chambers, Patterson City Hall, 1 Plaza Circle, Patterson, CA

Monday, October 26, 2026 @ 6:00 PM

8. Regular Calendar *[The Board President will open public comment for each item before discussion and/or action.]*

A. **Any Consent Calendar items moved to the Regular Calendar*

ACTION

B. CEO FY 2025-26 Facilitated Evaluation Update

INFORMATION

C. Proposal to assist with creation of AI Governance Policy and Standards

ACTION

D. Set Date for In-House Governance Training – 2026 Q4

INFORMATION

9. Board and Department Updates - *Reports on Activities or Topic Requests for Future Meeting*

10. Closed Session

A. Conference with Legal Counsel – Existing Litigation § 54956.9(b)

Victoria Vasquez v. Del Puerto Health Care District, Does 1-100 [CV-26-000599].

B. Health & Safety Code 321069(c)(2) District Health Care Trade Secret (i.e., necessary to initiate a new district service or program or add a district health care facility and, if prematurely disclosed, create a substantial probability of depriving the district of a substantial economic benefit). Anticipated disclosure: November 2026.

11. Report from Closed Session

12. Upcoming Meeting and Event Dates

Meeting / Event	Date	Time	Location
Finance Committee	Tue, Oct 27	6:00 PM	District Office
Board Special Meeting	Mon, Nov 9	7:00 PM	City Hall
Finance Committee	Tue, Nov17	6:00 PM	District Office
Board Regular Meeting	Mon, Nov30	6:00 PM	City Hall
<i>Staff and Board Winter Social</i>	<i>Fri, Dec 11</i>	<i>TBD</i>	<i>TBD</i>
<i>Governance Training – 2026 Q4</i>	<i>TBD</i>	<i>9:00 AM-12:00 PM</i>	<i>Health Center</i>
Board Special Meeting	Mon, Dec 14	7:00 PM	City Hall
Finance Committee	Tue, Dec 22	6:00 PM	District Office
Finance Committee	Tue, Jan 20	6:00 PM	District Office
Board Regular Meeting	Mon, Jan 25	6:00 PM	City Hall

13. Adjourn

Del Puerto Health Care District

BOARD OF DIRECTORS' MEETING MINUTES

City Council Chambers, Patterson City Hall, 1 Plaza Circle, Patterson, CA

Tuesday, September 29, 2026 @ 6:00 PM

1. **Call to Order at 6:03PM by President Becky Campo**

2. **Pledge of Allegiance**

Directors Present:

President Becky Campo
Vice President Reyna Gomez
Treasurer Sylvia Ramirez
Secretary Ma Traore

Directors Absent:

Board Director Debbie Antigua

Staff Present:

CEO Karin Freese, Ph.D.
Director of Ambulance Operations Paul Willette
Ambulance CE/Ops Manager Michael Blohm
Human Resources Manager Robert Trefault
Health Center Manager Suzie Benitez
Financial Accounting Manager Maria Reyes-Palad

District Legal Counsel:

Dave Ritchie, Cole Huber, LLP

Members of the Public:
Merchant

Mark McIntyre, Brandon Bookout & Tristan Southard -
McIntyre Associates
Kelli L'Heureux- Resilient Advocacy
Bob Vargas -West Side Community Healthcare District
Ed Brooks – Newman resident

3. **Reading the 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"

4. **Declarations of Conflict - None**

5. **Approval of Agenda**

Motion: To approve the agenda as presented.

M/S: Sylvia Ramirez/Reyna Gomez

Ayes: Campo, Gomez, Ramirez, Traore

Nays: None

Abstain: None

Absent: Antigua

Motion: Passed

6. **Public Comment – None**

7. **Consent Calendar – Public Comment is taken prior to Board Action**

A. *Approve Board of Directors Meeting Minutes – August 31, 2026

B. *Accept Finance Committee Meeting Minutes – June 24, 2026

C. *Accept Finance Reports – June 30, 2026

D. *Accept Finance Report – July 31, 2026

E. *Department Written Reports: CEO; HR

Motion: To approve the consent calendar as presented with Ambulance Report.

M/S: Traore/Gomez

Ayes: Campo, Gomez, Ramirez, Traore

Nays: None

Del Puerto Health Care District

BOARD OF DIRECTORS' MEETING MINUTES

City Council Chambers, Patterson City Hall, 1 Plaza Circle, Patterson, CA

Tuesday, September 29, 2026 @ 6:00 PM

Abstain: None

Absent: Antigua

Motion: Passed

8. **Regular Calendar** *[The Board President will open public comment for each item before discussion and/or action.]*

A. **Any Consent Calendar items moved to the Regular Calendar*

B. Presentation & Proposal from Merchant McIntyre for Federal Funding Assistance

Merchant McIntyre Associates submitted a Federal Funding Action Plan dated September 2, 2026, proposing to assist the District in pursuing Congressionally Directed Spending (CDS) opportunities for the Healthcare and Mixed-Use Campus, Rural Health Clinic, ambulance and EMS needs, equipment, infrastructure, workforce development, and other eligible priorities. The firm recommends an initial engagement to prepare for the federal fiscal year 2028 appropriations process.

The proposed initial engagement is for 90 days at \$8,000 per month, not to exceed \$24,000. Services include conducting a resource inventory, developing a federal funding strategy, preparing Congressional earmark requests, coordinating meetings with Members of Congress and Congressional staff, and assisting with proposal writing, budgeting, partnership development, and submission requirements.

At the end of the initial 90-day period, the District may evaluate the firm's performance and determine whether to continue the engagement, subject to separate approval. Approval does not guarantee an award of federal funding.

Motion: To approve a 90-day engagement with Merchant McIntyre Associates at \$8,000 per month, for a total amount not to exceed \$24,000, and authorize the CEO to execute the agreement, subject to legal review and any nonmaterial revisions necessary to protect the District's interests.

M/S: Ramirez/Gomez

Ayes: Campo, Gomez, Ramirez, Traore

Nays: None

Abstain: None

Absent: Antigua

Motion: Passed with a Roll Call.

C. **UPDATE: AB 2282 Rural Emergency Stabilization Care Unit (RESCU)**

Kelli L'Heureux of Resilient Advocacy provided an update on Assembly Bill 2282 (AB 2282), which would have authorized a Rural Emergency Stabilization Care Unit in Patterson to provide emergency stabilization services while the District works toward developing a permanent hospital.

Ms. L'Heureux reported that Governor Gavin Newsom vetoed AB 2282 on September 27, 2026, despite strong bipartisan support and passage by both houses of the Legislature. She recognized the extensive advocacy and collaboration among the District, Resilient Advocacy, legislative sponsors, and other supporters in advancing the bill.

Ms. L'Heureux noted the challenges of pursuing similar legislation in the next legislative session and emphasized the importance of evaluating next steps to improve access to emergency care for Patterson and surrounding west side communities.

Del Puerto Health Care District

BOARD OF DIRECTORS' MEETING MINUTES

City Council Chambers, Patterson City Hall, 1 Plaza Circle, Patterson, CA

Tuesday, September 29, 2026 @ 6:00 PM

The Board expressed disappointment with the veto, discussed the challenges ahead, and acknowledged Ms. L'Heureux, Resilient Advocacy, legislative supporters, and all who contributed to advancing AB 2282.

D. Review of CPS-HR Proposal with Updated Scope

The Board previously approved CPS HR Consulting's proposal of \$8,250 on August 30. Following further discussion, additional services were identified, including presenting the consolidated evaluation to the CEO, facilitating a joint Board–CEO discussion, and preparing a summary of key themes, outcomes, and next steps.

The revised scope totals \$9,570, an increase of \$1,320 over the original authorization. The Board subsequently reviewed and approved the revised agreement, including the additional services to support clear communication of evaluation results and follow-up actions.

Motion: To approve the revised CPS HR Consulting Services Agreement for FY26 CEO evaluation facilitation at a not-to-exceed amount of \$9,570, superseding the \$8,250 amount approved on August 30, 2026; authorize the Board President to execute the agreement, subject to confirmation of any requested CEO Evaluation Policy review; and require Board approval for any further scope or fee increase.

M/S: Gomez/Traore

Ayes: Campo, Gomez, Ramirez, Traore

Nays: None

Abstain: None

Absent: Antigua

Motion: Passed with a Roll Call.

9. Board and Department Updates - Reports on Activities or Topic Requests for Future Meeting

10. Closed Session at 7:10 PM

A. Conference with Legal Counsel – Existing Litigation § 54956.9(b)

Victoria Vasquez v. Del Puerto Health Care District, Does 1-100 [CV-26-000599].

11. Return to Open Session at 7:33 PM.

12. Upcoming Regular Board and Standing Committee Meeting Dates

Board: Mon, Oct 12-7:00 PM, City Hall

Finance: Oct 20, 5:30 PM District Office

Board: Mon, Oct 26-6:00 PM, City Hall

Finance: Nov TBD, TBD PM District Office

Board: Monday Nov 30-6:00 PM, City Hall

13. Meeting adjourned at 7:34 PM.

Del Puerto Health Care District

CEO Activity Report | September 22–October 21, 2026

Reporting period: September 22–October 21, 2026

Prepared for: Board of Directors | October 26, 2026

Submitted by: Karin Freese, PhD, MBA, Chief Executive Officer

Executive overview

Work during this reporting period centered on sustaining progress toward the Healthcare and Mixed-Use Campus while addressing financing constraints, advancing emergency-care advocacy after the AB 2282 veto, and strengthening current clinical and ambulance operations. Significant attention also went to audit support, revenue-cycle issues, staff communication, risk management, and preparation for Board decisions.

Campus planning, infrastructure, and financing

- Coordinated with City staff and the planning team on the master plan, application comments, traffic analysis, and environmental review. Reviewed the draft Notice of Preparation and air-quality, energy, and greenhouse-gas information needs; supplied construction assumptions and an estimate of travel reductions from accessing healthcare locally.
- Requested clarification of applicable greenhouse-gas standards and treatment of emergency facilities, and explored the requirements for a potential Phase One CEQA exemption. These matters remain under review; no exemption or final environmental determination is reported.
- Worked on Phase One sequencing and next steps, including coordination with Ninth Street improvements. Continued clarification of stormwater responsibility and future development-agreement cost allocation. Requested legal assistance regarding title issues for a small parcel needed for Sperry Road improvements.
- Advanced BHCIP administration through signed October draw-request documents and follow-up on title documentation and the attorney opinion letter. Continued coordination of outstanding grant requirements.
- Reviewed financing alternatives with the financial advisory team, authorized assessed-value and tax-information reports for DPHCD and West Side Community Healthcare District, and explored Community Facilities District financing in response to the campus funding gap.
- Following the Board's September 29 approval, executed the Merchant McIntyre service agreement and arranged the October 6 launch call. Began resource-inventory coordination with department leadership, with the first session on October 20 and follow-up scheduled for October 27.
- Developed a draft RFP for a contribution-funded community economic and fiscal impact study with a \$100,000 not-to-exceed budget. Initiated outreach to Stanislaus Community Foundation on September 22 and LHE on October 21 to discuss support. Contributions and a study contract are not yet confirmed.

Legislative advocacy and external partnerships

- Coordinated the late-September response to the AB 2282 veto, approved public messaging, and circulated the legislative press release. Thanked Assemblymember Juan Alanis and staff for championing AB 2282 and requested an in-person follow-up meeting regarding future emergency-care options. Continued development of post-veto messaging and consideration of a future legislative approach.
- Provided written feedback to CSDA on October 10–15 concerning healthcare facilities and services in Mello-Roos/CFD financing. Emphasized the need to distinguish capital facilities from clinical services and to clarify healthcare eligibility. Prepared for the October 22 Legislative Committee meeting.
- Prepared the District's long-range strategy presentation for the ACHD Annual Meeting and participated in conference networking. Paul Willette delivered the team presentation. Received ACHD CEO of the Year recognition and coordinated a press release acknowledging the contributions of staff, the Board, and community partners.
- Coordinated an introduction with Healthcare Pathways Advocates to explore collaboration. Accepted an invitation to participate in a December AMFP owner panel and began preparation arrangements.

Del Puerto Health Care District

Health Center access, quality, and workforce

- Initiated patient-complaint follow-up and risk-management consultation during September 23–30. Completed an internal patient-experience review, obtained provider and staff input, prepared the response, and shared the completed materials with appropriate operational and risk-management contacts. Follow-up focused on communication, clinical procedures, documentation, and patient experience.
- Directed follow-up on Health Center concerns involving teamwork, lead availability, fair treatment, and communication. Reinforced the need for timely responses between HR and operating departments and practical management follow-through.
- Provided direction on pediatric and physician-assistant recruitment and provider transition planning. Coordinated behavioral-health coverage and follow-up on enrollment-related claims and Medi-Cal provider information.
- Confirmed that a decision on FQHC look-alike conversion will wait until next year while HPSA designation progress is assessed. Communicated that imaging reopening remains postponed pending a viable radiology partner and future campus development.
- Supported school and community access efforts, including sports-physical scheduling corrections. Summarized District contributions to county priorities in behavioral health, access and affordability, and chronic-disease outreach through the Patient Engagement Coordinator.

Patterson District Ambulance

- Coordinated the October 20 Zone A discussion and distributed meeting notes. Continued work with EMS partners on deployment and dispatch-related information.
- Escalated ZOLL/PayGround interoperability, closed-claim resubmission, staff access, and handling of future supplemental payments. Coordinated October 20–21 billing discussions and updated the ambulance bill-payment webpage; payment-portal integration remains pending.
- Pursued clarification of ambulance separation from the clinic's payer-contract arrangements, followed up on GEMT administrative invoices, and supported event standby coordination and staff training administration.

Financial stewardship, governance, and risk management

- Completed the CEO portion of the audit fraud inquiry and responded to audit questions on ambulance receivables, patient/self-pay changes, aging balances, and billing-system transition effects. Worked with finance and reimbursement advisers on allocating VRRP revenue and related costs between the Health Center and ambulance operations.
- Identified Annual Debt Transparency Report requirements for follow-up with finance and advisers. Continued routine invoice, drawdown, payroll, and reimbursement oversight.
- Reviewed the revised CPS HR scope and fee with Board leadership on September 22, questioning the additional facilitation cost. Coordinated the CPS HR CEO-evaluation process, provided evaluation materials and contacts, and arranged the October 19 kickoff. Prepared self-evaluation updates and proposed measurable goals for further Board consideration.
- Canceled the October 12 Board meeting and communicated the October 26 regular meeting. Reviewed options for virtual public access and related staffing and meeting-management considerations. Prepared a one-hour orientation outline and handout for a new City Council member.
- Prepared the October 26 Board item for Wipfli AI-governance policy development and implementation support, with proposed authorization not to exceed \$6,500, including up to 12 implementation consulting hours. Engagement authorization and eventual policy adoption remain Board decisions.
- Began AI tool and six-user cost comparisons in September and developed draft AI-use and information-protection guidance and reviewed potential billing applications. Prepared an executive summary and employee communication on healthcare-facility immigration privacy guidance.
- Directed written follow-up for employee leave communications and coordinated accommodation, provider-contract, and other personnel matters with HR and counsel. Continued coordination with counsel and the risk pool on active claims and litigation.

Del Puerto Health Care District

- Asked managers to evaluate BETA safety and wellness incentive programs. Followed up on IT access and equipment support and directed review of LanguageLine connectivity requirements before November 1.

Community communication and engagement

- Prepared for the October 6 Patterson City Council update and continued coordination with communications advisers. Revised campus web content and requested a correction to the City's posted planning horizon from 50 years to 20 years.
- Developed community campus cards, promotional concepts, and updated District and ambulance graphics using the theme "Building the Future of Healthcare—Together." Continued clarification that the AB 2282 veto does not cancel the broader campus project.
- Advanced planning for the 2027 NAMIWalks Stanislaus event, including sponsorship discussions, communications materials, and requests to confirm May 8 with school partners. The venue/date confirmation remained outstanding in the October 20 correspondence.
- Supported Medical Assistant Week recognition and began considering indoor activities for the December employee gathering.

Additional activity | September 22–30

- **Federal funding and Board coordination.** Coordinated Merchant McIntyre's presentation and the move of the September Board meeting to September 29. The firm's September 30 follow-up confirmed unanimous Board approval to retain its services, leading to October contracting and onboarding.
- **Ambulance leadership and payroll practices.** Participated in the California Ambulance Association conference during the September 22–25 travel period. Following conference discussion of HR liability, sought counsel's review of time-clock rounding and asked the scheduling vendor to turn off automatic rounding. Directed continued paramedic recruitment.
- **BHCIP administration.** Followed up on finance staff access to the Quick Draw portal and confirmed access on September 24. Clarified the treatment of the land purchase in grant drawdown revisions and requested a current title report on September 28 to support the Community Mental Health Clinic grant.
- **Campus financing and public communication.** Shared the current Phase One construction cash-flow workbook with advisers, requested financing scenarios, and arranged an impact-fee discussion. Prepared and transmitted the campus presentation to City staff on September 29 for the upcoming Council update.
- **PJUSD healthcare workforce pipeline.** Developed a draft eight-day summer healthcare-careers and CPR/first-aid curriculum and a two-year paramedic staffing budget. Sent the proposed 2027–2028 program materials to PJUSD on September 28–29 for collaborative review. Program approval and implementation were not yet established.
- **NAMIWalks sponsorship.** Worked with Kaiser Permanente and national NAMI to reconcile the local sponsorship commitment. On September 24, Kaiser confirmed it would honor the \$10,000 sponsorship for the current year and requested an invoice and W-9 for the difference. Payment receipt was not verified.
- **Health Center management and access.** Requested a written vaccination SOP and directed a Just Culture approach emphasizing fact-finding, coaching, and manager accountability. Clarified walk-in vaccination hours and supported flu-vaccine scheduling. Requested tools to document new-employee progress and asked about future HRSA funding opportunities for possible FQHC conversion.
- **Governance, technology, and risk oversight.** Reviewed CEO-evaluation scope and cost, began AI-governance drafting and tool comparisons, and coordinated IT equipment support. Continued patient-complaint outreach, personnel follow-up, audit-report requests, and claims coordination with counsel and the risk pool.

September source references: Outlook correspondence dated Sept. 22–30, including "Onward and upward!," "Time clock rounding," "BHCIP drawdown revisions," "Summer 2027-2028 Health Careers Budget and draft curriculum outline," and "Kaiser NAMIWalks Stanislaus Sponsorship Follow-up"; September calendar entries and work prepared in ChatGPT.

Del Puerto Health Care District

Scheduled activities and priorities through month-end

The following items were scheduled or pending as of October 21; they are not presented as completed activities.

Date	Scheduled activity
October 22	CSDA Legislative Committee meeting.
October 23	Patterson Night Market community outreach.
October 26	Health Center staff meeting; management huddle; BHCIP coordination; Board meeting at 6:00 p.m., City Council Chambers.
October 27	Merchant McIntyre resource-inventory follow-up; Finance Meeting.
October 28	LAFCO monthly meeting; BETA Symposium appears on the late-October calendar.
October 29	City campus coordination meeting
October 30	California Ambulance Association monthly town hall.

Immediate follow-through

- Advance a financeable Phase One approach while resolving environmental-review questions, grant documentation, title issues, and infrastructure coordination.
- Continue economic-impact-study fundraising and consultant procurement preparation; maintain clear conditions before committing study funds.
- Resolve ambulance billing and payment-system issues, complete audit support, and verify debt-reporting responsibilities.
- Support Board consideration of AI governance, the CEO-evaluation process, and the next steps in emergency-care advocacy.
- Continue provider recruitment, patient-experience improvements, workforce follow-up, and NAMIWalks planning.

Selected activity references

Outlook correspondence: “Scheduling a launch call” (Oct. 5); “Fiscal Year 2027 SAC Updates...” (Oct. 7); “Audit Questions” and VRRP allocation correspondence (Oct. 9–14); “CSDA: Feedback prior to Legislative Committee” (Oct. 10–15); “Diagnostic imaging in Patterson” (Oct. 14); “URGENT: Time to connect,” “2026-10-20 Zone A Meeting Notes,” and campus environmental/title correspondence (Oct. 20); “LHE support for economic impact study?” (Oct. 21).

Work products: Wipfli AI Governance Board Cover Sheet (Oct. 21); Community Economic and Fiscal Impact Study draft RFP (Oct. 14); October orientation, patient-experience, policy, and public-communication work.

Outlook calendar: September 22–October 31, 2026. Calendar entries identify scheduled engagements and do not independently establish attendance.



Ambulance Report September 2026

Patterson had 311 responses in September resulting in 218 transports, another busy response month. PDA had 270 responses in our response area, and 41 mutual aid responses. PDA responded to the Westside District 28 times which resulted in 20 transports. PDA had 13 responses in AMR response area with 8 transports.

PDA units responded to 270 of 283 (95.41%) EMS calls in our district and transported 190 of 199 (95.48%) of all patients transported from our district. AMR responded into our district 3 times resulting in 2 transports. Westside had 10 responses in our response area resulting in 7 transports.

We spent the first few days of September wrapping up Jim Whitworth's time at PDA. There was a lot of information to download and not nearly enough time. Jim made quite an impression here and really helped move PDA forward. Mike was drinking from a fire hose for sure.

We welcomed Eric Shields joining our paramedic ranks. A Stanislaus county resident, he comes with a wealth of experience in rural paramedicine from Tuolumne County.

Karin and I met with Kym Brinkman, Patterson Joint Union School District to discuss additional collaboration opportunities (i.e., summer school program) to expose high school students to healthcare career options.

On Saturday, September 19th, PDA and health center staff participated to support the PJUSD Walk for Childhood Cancer. After helping with setup, I joined the board for a required training session which concluded just in time for me to get back to the stadium to clean up.

September 22-25 Karin, Mike, and I attended the annual California Ambulance Association conference in Anaheim. The conference was especially productive with a focus on all the possibilities with AI. The networking with industry peers was priceless.

Finally, on September 29th, Mike and I attended the first UC Davis Pediatric Symposium. While we encourage our staff to attend these training opportunities, we bring valuable information back to share with PDA staff.

DEL PUERTO HEALTH CARE DISTRICT
Board of Directors Meeting – October 26, 2026

8C. Wipfli AI Governance Policy Development

Page 1 of 2

Department: Chief Executive Office
Consent Calendar: No

CEO Concurrence: Yes
4/5 Vote Required: No

SUBJECT: AI Governance Policy Development and Implementation Support

STAFF REPORT: Approval is requested to engage Wipfli to develop an artificial intelligence (AI) governance policy and provide implementation support. A District policy would establish practical rules for approved tools, appropriate data use, employee accountability, and human review of AI-generated work.

Wipfli proposes policy drafting with up to 12 consulting hours for implementation at an estimated fee of \$6,500. The proposal describes acceptable, restricted, and prohibited uses; data classification and access controls; staff training; monitoring; and periodic review. The engagement should adapt these principles to District administration, the health center, and ambulance operations, including protection of patient, employee, and financial information.

The proposal is nonbinding. A formal engagement letter must confirm deliverables, implementation hours, schedule, and total fees. The completed policy would return to the Board for consideration and adoption.

STRATEGIC ALIGNMENT: Supports responsible use of technology, protection of confidential information, staff accountability, and efficient District operations.

FISCAL IMPACT: Estimated consulting fee: \$6,500. Recommended authorization: not to exceed \$6,500, subject to confirmation in the engagement letter. The proposal separately lists Microsoft 365 Copilot licenses at \$30 per user per month (\$360 per user annually). License purchases and additional services are not included in this authorization.

STAFFING IMPACT: The CEO and designated department and technology staff would provide input, review the draft, and coordinate implementation. No additional positions are requested; staff hours are not quantified in the proposal.

CONTACT PERSON: Karin Freese, PhD, MBA, Chief Executive Officer

ATTACHMENT(S): Wipfli AI Governance Policy + Copilot Journey, 2026 proposal.

RECOMMENDED ACTION: Approve AI governance policy development and implementation support, and authorize the CEO to execute a formal engagement letter with Wipfli for a total amount not to exceed \$6,500. Direct staff to return the proposed policy to the Board for adoption.

ROLL CALL REQUIRED: YES

RECOMMENDED MOTION: *I move that the Board of Directors authorize the Chief Executive Officer to execute an engagement letter with Wipfli for AI governance policy drafting and up to 12 consulting hours for implementation, for a total amount not to exceed \$6,500, subject to confirmation of scope and available budget, and direct staff to return the proposed policy to the Board for adoption.*

DEL PUERTO HEALTH CARE DISTRICT
Board of Directors Meeting – October 26, 2026

8C. Wipfli AI Governance Policy Development

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<i>Motion Made By</i>	<i>Motion</i>	<i>Second</i>	<i>Aye</i>	<i>No</i>	<i>Abstain</i>	<i>Absent</i>
Director Antigua						
Director Campo						
Director Gomez						
Director Ramirez						
Director Traore						

I, the undersigned Secretary of the Board of Directors of the Del Puerto Health Care District, hereby certify that the foregoing is a full, true and correct copy of an action duly adopted by the Board at a meeting thereof on the 26th day of October 2026, by the above vote of the members:

Ma Traore, Board Secretary

From Policy to Action

Defining AI Policy and Guardrails

- Organizations start by establishing clear AI policies and guardrails to guide responsible employee behavior.

Assessing AI Usage and Risks

- Identifying current AI applications helps uncover risks and opportunities for informed governance decisions.

Training and Compliance Monitoring

- Training employees on responsible AI use and monitoring compliance ensures effective governance implementation.

Continuous Improvement and Scalability

- Regularly reviewing AI policies and controls enables organizations to adapt and mature governance over time.

Investment

Project component	Estimated fee
AI Governance Policy Drafting Includes up to 12 consulting hours for implementation	\$ 6,500.00
Project total for Del Puerto Healthcare District	\$ 6,500.00

Licenses	Cost
M365 Copilot	\$30/user/month

The information contained in this proposal document is for discussion purposes only and does not constitute a binding contract between you or your organization and Wipfli. If the above services and information are acceptable and you wish to proceed, we will prepare a formal engagement letter for you to sign, which will address the specific scope, responsibilities, and criteria relative to our engagement. The engagement letter will constitute the entirety of the terms and conditions of our arrangement with you.

BOARD OF DIRECTORS OF DEL PUERTO HEALTH CARE DISTRICT

Board Meeting – October 26, 2026

Item # Title

Page 1 of 1

Department: Chief Executive Office

CEO Concurrence: Yes

Consent Calendar: No

4/5 Vote Required: No

SUBJECT: Select a Date for the CY 2026 Q4 In-House Board Education Session

STAFF REPORT: The Board approved Ready to Govern as a framework for strengthening governance education. Staff is requesting that the Board select a date during the fourth quarter of 2026 for an in-house education session focused on Financial Oversight and Capital Readiness. The session will strengthen the Board's ability to exercise fiduciary oversight as the District evaluates increasingly complex capital and operating decisions, while maintaining the distinction between governance and operations.

SESSION CONTENT:

- Governance context: long-term commitments, increased risk exposure, public accountability, and the Board's role in testing assumptions and understanding risk.
- DPHCD financial context: Development Impact Fees, capital financing strategies, operating impacts of new facilities, and workforce cost pressures.
- Oversight practices: identifying optimistic revenue assumptions, underestimated operating impacts, compressed timelines, and changing conditions.
- Questions that add value: What are the trade-offs? What happens if the project takes longer or costs more? What is the exit strategy if assumptions change?
- Trustee reflection: individual uncertainty, balancing caution with progress, and defining responsible stewardship at this stage of the District's work.

SCHEDULING:

The Board should identify a mutually workable date in November or December 2026. Staff will confirm the time, location, and supporting materials after the Board selects the date.

DISTRICT PRIORITY: Strong governance, financial sustainability, and advancement of the Healthcare and Mixed-Use Campus

FISCAL IMPACT: No direct fiscal impact beyond staff preparation and participation time

STAFFING IMPACT: CEO and appropriate administrative and finance staff will prepare and facilitate the session

CONTACT PERSON: Karin R. Freese, PhD, MBA, Chief Executive Officer

ATTACHMENT(S): None

RECOMMENDED ACTION: Select a date in November or December 2026 for the in-house Board education session on Financial Oversight and Capital Readiness.