



## BOARD OF DIRECTORS MEETING

Date @ 6:30 pm

Del Puerto Health Center Conference Room,  
1700 Keystone Pacific Parkway, Unit B, Patterson

### Board of Directors Minutes

1. **Call to order** The meeting was called to order by Vice President, Dan Robinson @ 6:31 PM
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  
Medical Director, Jose Rodriguez, MD  
Clerk of the Board, Cheryle Pickle

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:** None

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

7. **Approval of Agenda:**

Director Stokman requested that item 8.D be moved to the regular calendar.

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

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

**Nays:** None

**Abstain:** None

**Passed**

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

- A. \*2019-12-16 Special Board Meeting Minutes
- B. \*2020 Calendar of Regular Board Meetings
- C. \*Retirement Plan Qualified Default Investment Alternatives



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**M/S/C That the Board of Directors accept the Consent Calendar items A, B, C, and move item D to the regular calendar/Director Stokman / Director Mac Master**

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

**Nays:** None

**Abstains:** None

**Passed**

#### 9. Regular Calendar

##### A. \*Adoption of CEO Compensation Policy

There was discussion regarding the fact that there was process and evaluation timeline they had used in the past. Board would like to have both policies presented for adoption. The Board would also like to have the CEO Evaluation ad hoc committee as a regular agenda item. It was determined to table the motion at this time.

**Motion Tabled**

##### B. 2020 Calendar of District Holiday

The Holiday Calendar was presented for the District, Ambulance and the Health Center. Dr. Rodriguez requested that the Health Center close for Memorial Day and Labor Day. Ms. Benitez explained that on these two days it is difficult for the physician to treat patient due to supporting businesses being closed. Also, the numbers show that the cost is break even or negative on those days.

**M/S/C Motion** To approve the updated annual holiday and clinic Closure calendar.

/Director Stokman/ Director Campo/

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

**Nays:** None

**Abstain:** None

**Passed**

##### C. Diana Blythe, MD Professional Services Agreement Ratification

Dr. Rodriguez shared how happy the staff and patients are to have Dr. Blythe back at the clinic. Ms. Hennings explained that the base salary had been increased over her previous contract to \$265,000. This still remains in the range of what compensation other pediatricians receive in the marketplace.

**M/S/C Motion:** To ratify the Professional Services Agreement for Diana Blythe, MD

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

**Nays:** None



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**Abstain:** None

**Passed by Roll-Call Vote**

**D. Strategic Planning Process Review**

The Board discussed past strategic planning processes and the role of a Community Needs Assessment.  
**Information only – No Motion**

**E. District Community Health Needs Assessment Survey Budget**

Hand out was given that showed what type of survey had been done. It was pointed out that many of the questions were biased and that it was not done in a professional way in 2006 was when the last survey had been done. It has been 14 years since a health survey was done.

Health Care has/and is changing. There is a definite need to know what is needed so that we can adequately include it in our strategic planning.

**M/S/C Motion:** To approve and authorize the Administrative Director to spend amounts, the total not to exceed one hundred thousand dollars (\$100,000), on community health needs data acquisition and analysis.

/Director Campo /Director Mac Master

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

**Nays:** None

**Passed by Roll-Call Vote**

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

Finance – Wednesday, January 22

Board – Monday, January 27

Finance – Wednesday, February 19

Board – Monday, February 24

Finance – Wednesday March 18

Board – Monday, March 30

**11. Director Correspondence, Comments, Future Agenda Items**

Ms. Hennings distributed a flyer from CSDA. It illustrated the services that the CSDA provides for the benefit of the District. Ms. Hennings will be distributing a calendar with all of their training for 2020.

**12. Adjourn @ 7:10 PM**

Respectfully Submitted By : \_\_\_\_\_ Date \_\_\_\_\_

Becky Campo, Board Secretary