

DEL PUERTO HEALTH CARE DISTRICT
1700 Keystone Pacific Parkway, Unit B
Patterson, California
BOARD OF DIRECTORS
MINUTES August 29, 2016

I. CALL TO ORDER / ROLL CALL:

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

II. PLEDGE OF ALLEGIANCE

ROLL CALL

Directors present: President Steve Pittson
Director Ed Maring
Director Harold Hill
Director Donna Sesock-Miller
Director Anne Stokman

Directors absent: None

Staff present: Administrative Director Karin Hennings
Director Ambulance Operations Paul Willette
Human Resource Manager Cherie Swenson
Clerk of the Board Yumi Edwards
Jake Schulke; Paramedic/QI Coordinator

District Legal Counsel Present: Jason Epperson, Dave Ritchie

Others Present: Frank Daras, future Board Member; Kim Job, Patterson Unified School District Nurse; Chantelle Pakosz; Westside Healthcare District Operations Manager

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."

III. PUBLIC COMMENT

The public may address any item on the Agenda prior to, or during the time the matter is addressed by the Board and, with the recognition by the President. Anyone wishing to speak to the Board on any item within the subject matter jurisdiction of the District, and NOT on

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this agenda, may do so at this time. Individual presentations are limited to 5 minutes unless authorized by the President for a longer period of time.

No Comments

IV. ACCEPTANCE OF AGENDA

Items VII E. and F. were pulled from the consent agenda for discussion

M/S/C/U Ed Maring, Donna Sesock-Miller to accept the agenda as amended

V. CLOSED SESSION DISCLOSURE

The Board adjourned to 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. Labor Negotiations EMS Association

Pursuant to Gov't Code section 54957.6

B. Conference with Legal Counsel – Existing Litigation

Pursuant to subdivision (a) of Gov't Code section 54956.9

Case: Stanislaus Superior Court Case No. 2014480

C. Health & Safety Code Section 54962 &

Gov't Code section 32106(b): Report Involving Trade Secret

Discussion will concern: Facility

Est. date of public disclosure: November 2016

VI. RECONVENE TO OPEN SESSION- REPORT OF CLOSED SESSION

The Board reconvened from Closed Session, reporting that they discussed the Closed Session items and that no action was taken. Direction was given to union negotiator and to staff.

VII. Consent Calendar*

M/S/C/U Anne Stokman, Harold Hill to approve the consent agenda as amended

- A. *Board Regular Meeting Minutes - July 25, 2016
- B. *July financial reports for audit
- C. *July warrants for audit
- D. *Finance Regular Meeting Minutes – July 25, 2016

Items pulled for Discussion

- E. Submitted to collections (January 1, 2016 to July 31, 2016)

Ms. Hennings explained the District process for patient accounts sent to collections.

Accounts presented today were for ambulance services. Ms. Hennings will bring accounts for Board authorization monthly moving forward. She advised she is working on a policy for board adoption.

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F. Employee Recognition for Years of Service and New Hires

Ambulance:	1 year	Brian Hannameyer
		Alberto Ortega
	9 years	Brandon Lima
		Matthew Ziehm
	13 years	Eddie Thompson

VIII. Regular Calendar

A. Adoption of the proposed Fiscal Year 2016-17 Budget

Ms. Hennings presented this item for approval as recommended by the Finance Committee in order to submit to the County and State Agencies pursuant to California Government Code section 53901. An amended budget would be brought back for approval upon completion of union negotiations. A discussion ensued. A motion was made to approve a continuance of the budget for the month of September.

M/S/C/U Steve Pittson, Anne Stokman, to approve a continuance of the budget for the month of September

B. Review of Tax Default Properties to be sold at auction

The Board reviewed this item as presented. No action was taken.

C. Presentation for Approval: Vendor 3-year Contract: Comcast Service Contract & CCT (DLS & Phones)

Ms. Hennings presented this item for approval recommending Comcast for its savings of \$826.00 per month and the higher quality of service. Services to be provided include DSL, Phone, and television; the contract will be for a 3 year period.

M/S/C/U Anne Stokman, Ed Maring to accept the contract with Comcast as presented

D. Presentation for Approval: Consulting contract: Availability Professional Staffing (Employee Handbook & Application updates)

Ms. Hennings presented this item for approval. She reported that in 2012 an HR audit was completed. It recommended the Employee Handbook be updated but due to union negotiations her predecessor did not contract for that service. She is asking for Board support on this item although it falls within her authority to approve.

M/S/C/U Anne Stokman, Ed Maring to accept the Availability contract as presented

E. Presentation for Approval: Physician Recruitment Contracts for Pediatrician: Merritt Hawkins & Goldfish

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Ms. Henning presented this item for approval. Both agencies offer a \$10,000.00 direct mail marketing campaign to enhance recruiting efforts. This cost is above their fee for a successful placement. A discussion ensued.

M/S/C, Ed Maring, Steve Pittson to approve additional expenditures as presented to provide additional marketing as presented (Anne Stokman, Donna Sesock-Miller vote no)

F. Presentation for Approval: On-Site Zoll Training – Electronic Patient Care Record Software

Mr. Willette presented this item for approval. A discussion ensued.

M/S/C/U Anne Stokman, Harold Hill to approve this item as presented

G. Presentation for Approval: Conference Attendees:

Annual Conference, California Special Districts Association (CSDA) – Oct 10 -Nov 2 – Karin Hennings

Board Secretary/Clerk Conference/Training (CSDA) – Nov 14-16, Monterey, CA - Yumi Edwards

Annual Conference, Central Valley Human Resource Management Association (CVHRMA)-Cherie Swenson

Ms. Hennings presented this item for approval and reminded the Board of their opportunity to attend conferences is available through the District and that they should submit their requests to the Board President to be agendaized.

M/S/C/U Anne Stokman, Harold Hill to approve staff attendance for the conferences as presented

IX. Reports

A. Correspondence-

Ms. Hennings advised the Board of the following:

Little Hoover Commission is conducting hearings on Special Districts
Beta and Alpha Fund are merging
HFS and Wipfli merged

B. Governance Report – Donna reported the committee has met and are going through policies pulled from historical board meeting. The bylaws are also being updated.

C. City of Patterson Fire Department Report –Nothing to Report

D. Westside Health Care Task Force Report – Donna reported she attended the last meeting and advised the Taskforce asked if Karin Hennings would be available to review grants on their behalf. She also reported the annual summit and weigh in was last week. She heard many complimentary mentions from the Hispanic community members in attendance regarding Dr. Rodriguez.

E. Human Resources Report – Ms. Swenson reported of the 11 assigned for mandatory sexual harassment training 8 are complete and 3 are in progress.

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F. Ambulance Director Report

Mr. Willette presented the July activity report for review and discussion. Jacob Schulke addressed the Board and provided an overview of the recent educational conference he attended in Texas. The National Association of Emergency Medical Service Educators (NAEMES) Instructor Level 1 course provided the requirements needed for him to be our CE Program Director as mandated by Mountain Valley EMSA.

G. Health Center Manager Report

Ms. Hennings presented the July activity report

H. Medical Director Report- No Report

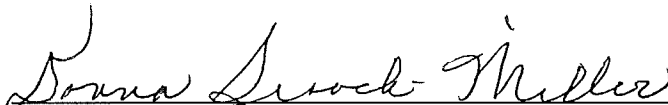
I. Administrator Report – No Report

X. **AGENDA ITEMS FOR FUTURE MEETINGS**

- Discussion on rolling budgets

XI. There being no further business; the meeting was adjourned at 9:40 pm.

Respectfully Submitted,



Donna Sesock-Miller, Secretary/Treasurer (Date)
Board of Directors

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