

MENDOCINO COAST HEALTH CARE DISTRICT BOARD MEETING MINUTES

Members Present: Lee Finney, Paul Garza, Paul Katzeff, Susan Savage, Sara Spring

Public Attendees: 5 persons from the public attended plus 12 persons via Zoom

DATE: September 28, 2023

TIME: 6:00 PM

PLACE: Redwoods Room, Adventist Health Mendocino Coast Hospital
700 River Dr.
Fort Bragg, CA

1. Call to Order: Lee Finney, Chair

The meeting was called to order by Chair Lee Finney at 6:02 PM

2. Comments from the Board

Comments were received from Directors Katzeff and Savage.

3. Comments from the Community

Comments were received from Jenny Shattuck, Judy Valadao, and Malcolm Macdonald.

4. Approval of Agenda_ – Lee Finney, Chair

It was moved by Director Savage, seconded by Director Garza, to approve the agenda with the deletion of approval of the minutes from September 21.

VOTE:

Lee Finney YES

Paul Garza YES

Paul Katzeff YES

Susan Savage YES

Sara Spring YES

The agenda as amended was approved.

5. Communications

Chair Finney explained a new process for sharing communications with the public that will include a printed list with reference to full documents available on the website.

6. Approval of the Minutes

It was moved by Director Savage, seconded by Director Spring to approve the minutes of the August 17 regular Board meeting.

VOTE:

Lee Finney YES

Paul Garza ABSTAIN

Paul Katzeff YES

Susan Savage YES

Sara Spring YES

The minutes were approved.

7. Report from Adventist Health – Judy Leach

A report was received from Judy Leach including a review of progress since affiliation, investments in salary and benefits, and a facility update. A full list of facility projects since affiliation will be provided.

8. Selection of Community Assessment Consultants

After presentations and discussions, it was moved by Director Spring, seconded by Director Finney, to contract with EMC to provide polling for community assessment for up to \$27,000 to include Spanish language materials.

VOTE:

Lee Finney	YES
Paul Garza	YES
Paul Katzeff	YES
Susan Savage	YES
Sara Spring	YES

The contract with EMC was approved.

It was moved by Director Spring seconded by Director Katzeff to contract with Props and Measures for up to 9 months at approximately \$5000 per month to provide consultation on allowable public expenditures to educate the public on possible funding mechanisms.

VOTE:

Lee Finney	YES
Paul Garza	YES
Paul Katzeff	YES
Susan Savage	YES
Sara Spring	YES

The contract with Props and Measures was approved.

It was moved by Director Savage, seconded by Director Garza, to contract with Eastshore Consulting for \$55,000 for issuance of funding bonds.

VOTE:

Lee Finney	YES
Paul Garza	YES
Paul Katzeff	YES
Susan Savage	YES
Sara Spring	YES

The contract with Eastshore Consulting was approved.

Exact language for these contracts will be arranged and submitted for legal review shortly.

9. Move the Savings Bank and BofA Accounts to California Bank of Commerce

It was moved by Director Spring, seconded by Director Savage, to initiate the process of moving unincumbered district funds from the Savings Bank of Mendocino and the Bank of America to the California Bank of Commerce.

VOTE:

Lee Finney	YES
Paul Garza	YES
Paul Katzeff	YES
Susan Savage	YES
Sara Spring	YES

It was approved to initiate the process of moving these funds.

10. Chair's Report – Chair Finney

It was moved by Director Finney, seconded by Director Spring, to accept the verbal resignation of Director Katzeff. After discussion, the motion was withdrawn.

Chair Finney also announced the appointment of Director Garza to the staffing ad hoc committee along with Director Savage.

11. Treasurer's Report – Treasurer Spring

It was moved by Treasurer Spring, seconded by Director Garza, to adopt the annual budget as presented with the addition of \$15,000 from the district budget to equip and refurbish the office.

VOTE:

Lee Finney YES

Paul Garza YES

Paul Katzeff YES

Susan Savage YES

Sara Spring YES

The budget was adopted.

It was moved by Director Savage, seconded by Director Finney, to approve the warrant list as submitted.

VOTE:

Lee Finney YES

Paul Garza YES

Paul Katzeff YES

Susan Savage YES

Sara Spring ABSTAIN/ RECUSE

The warrant list was approved.

12. Bid Process for Roof Replacement

It was moved by Director Spring, seconded by Director Garza, to initiate a bidding process to replace the roof at 516 East Cypress Drive.

VOTE:

Lee Finney YES

Paul Garza YES

Paul Katzeff YES

Susan Savage YES

Sara Spring YES

The chair and treasurer are authorized to initiate a bidding process.

6. Report of the Ad Hoc Committee on Legal Counsel.

Chair Finney reported that the RFP has been modified at the suggestion of CSDA and has been relaunched.

7. Executive Director Job Description Amendment

It was moved by Director Savage, seconded by Director Garza, to amend the job description for Executive Director to include a salary range of \$90,000 to \$110,000.

VOTE:

Lee Finney	YES
Paul Garza	YES
Paul Katzeff	YES
Susan Savage	YES
Sara Spring	NO

The job description will be amended.

It was moved by Chair Finney seconded by Director Savage to amend the language under Duties and Responsibilities to say “Assist the chair in preparing agendas for the meetings of the Board of Directors”.

VOTE:

Lee Finney	YES
Paul Garza	YES
Paul Katzeff	YES
Susan Savage	YES
Sara Spring	NO

The job description will be amended.

13. Comments from the Community

There were no further comments received.

14. Comments from the Board of Directors

Comments were received from Director Savage.

15. Adjournment

It was moved by Director Garza, seconded by Director Spring, to adjourn.

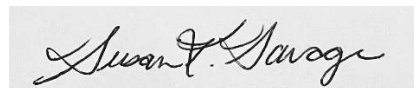
VOTE:

Lee Finney	YES
Paul Garza	YES
Paul Katzeff	YES
Susan Savage	YES
Sara Spring	YES

The meeting was adjourned at 10:33 PM.

I hereby certify that all the information contained in these minutes is true and correct.

Respectfully submitted,



October 19, 2023

Susan Savage, Secretary

Date

*Approved October 26, 2023

