

# MINUTES OF MEETING OF KINGSBURG TRI-COUNTY HEALTH CARE DISTRICT BOARD OF DIRECTORS

Date: January 12, 2022

Time: 4:00 p.m.

Place: Kingsburg Tri-County Health Care District – Via live Cisco WebEx Meeting  
1425 Marion Street  
Kingsburg, CA 93631

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## **Members Present:**

Arlie Rogers, Chairman

Lori Sanders, Vice-Chairman, Secretary

Tiffany Dix, Treasurer

Gary Nelson, Member

Todd Thompson, Assistant Treasurer

## **Also Present:**

Moses Diaz, Attorney

Shereme Watson, Administrative Clerk, Deputy Secretary

## **Members Absent:**

None

## **Item #1: Call to Order and Roll Call**

The WebEx meeting was called to order by Chairman Rogers at 4:14 pm. Members Rogers, Sanders, Dix, Nelson and Thompson were present. There was a quorum to conduct business.

## **Item #2: Public Comment**

None.

## **Items #3 and 4: Approval of Consent Calendar**

Member Thompson made a motion to approve the January November 2021 minutes, as amended by personal request of Gary Nelson, with exact verbiage of Gary Nelson's typed and signed "No" vote on item #7: Review and approve letter/form for community sports leagues from the October 2021 meeting. The October minutes had previously been amended to reflect his reason for voting no.

"Correction to minutes October 20, 2021 – item #7 Review and approve letter/form for community sports leagues – I am not against this item put since they are not required to have any type of receipts attached to the voucher I am voting No" Signed, Gary Nelson. Also, see attached signed statement. Second by Member Rogers.

Ayes: Rogers, Sanders, Nelson, Thompson  
Noes: None  
Absent: None  
Abstain: Tiffany Dix

Member Nelson disagreed that checks presented to district sporting organizations were previously approved by the board, and should have therefore been on the January agenda as an action item. Chairman Rogers informed him that this item had indeed been voted on, and approved, by the board.

Members Sanders made a motion to approve the December expenditures. Second by Member Dix.

Ayes: Rogers, Sanders, Dix, Thompson  
Noes: Nelson  
Absent: None  
Abstain: None

#### **5. Consider adoption of resolution under AB-361 to authorize remote access to meetings**

Due to an uptick in Covid-19 cases, the board discussed passing a resolution authorizing remote video meetings of the board for the next 30 days. Moses Diaz informed the board this is not an ongoing resolution, but can be updated and renewed if necessary.

Member Thompson made a motion to approve Resolution 2022-01. Second by Member Nelson.

Ayes: Rogers, Sanders, Dix, Nelson, Thompson  
Noes: None  
Absent: None  
Abstain: None

#### **6. Discussion and reorganization of board officers**

Member Sanders made a motion to appoint Todd Thompson as vice-chairman, Tiffany Dix as treasurer and herself as Secretary. Second by Member Dix.

Ayes: Rogers, Sanders, Dix, Nelson, Thompson  
Noes: None  
Absent: None  
Abstain: None

#### **7. Consider grant priorities for upcoming and pending grant cycle**

The board discussed areas of health care they would like to prioritize for the 2022 grant cycle, as well as gathering for a special town hall type of meeting to get input from residents of the district on types of medical care they feel are necessary in the area. Tiffany Dix shared her desire to work toward funding CPR classes for district residents.

Discussion was also held on reaching out to nonprofits in the district, which is done each January, and amending the letter to include the following verbiage:

All grant applications will be accepted, with preference given to projects that address the following:

Mental and physical health care and access, nutrition, exercise and diabetes.

Member Sanders made a motion to include the additional verbiage in the 2022 grant letter. Second by Member Thompson.

Ayes: Rogers, Sanders, Dix, Nelson, Thompson

Noes: None

Absent: None

Abstain: None

**8. Consider update to job description and salary for Administrative Clerk:**

Gary Nelson did not feel the Position Summary to be appropriate, and also disagreed with the term “Chief Executive Officer” listed within the summary. Gary was informed that the term is used in the district bylaws to describe current board positions.

Discussion was held on a pay raise as well as supplying health insurance benefits to Shereme. Lori Sanders asked Shereme to research some insurance plans on Covered CA and get back to the board at the February meeting with some options to consider. Tiffany Dix requested a yearly employee evaluation be performed at the time the board carries out reorganization each January.

Arlie Rogers suggested a 15% pay raise due to the cost of living adjustment for 2022 and the fact that she has not received a pay increase for three years.

Member Thompson made a motion to approve the job description and provide a 15% increase in pay for the current Administrative Clerk position. Second by Member Nelson.

Ayes: Rogers, Sanders, Dix, Nelson, Thompson

Noes: None

Absent: None

Abstain: None

**9. Consider, review and/or approve Code of Ethics for district board**

Lori Sanders shared concerns about board members reaching out to grant applicants and/or presenters one-on-one, without specific board approval to do so. She feels this can lead to misunderstandings regarding what is expected from applicants and presenters, as well as how the board feels about the particular project and what they want brought before them. Moses stated that it is against the law for board members to do so to begin with. Tiffany Dix shared that this type of contact has been ongoing and causing issues. She also recommended all questions about funding/grant support asked to individual board members be directed back to information supplied on the KTHD website.

Gary Nelson disagreed with, and questioned the legality of, being required to sign the Code of Ethics since he is an elected official. Tiffany Dix stated she would gladly sign the Code of Ethics, and was

very concerned if any of the board members refused to sign.

Member Sanders made a motion to accept the Code of Ethics as presented. Second by Member Dix.

Ayes: Rogers, Sanders, Dix and Thompson

Noes: Nelson

Absent: None

Abstain: None

#### **10. Annual review of district Bylaws and/or Financial Policy**

Moses informed the board there has been no new legislation enacted that will affect the bylaws. Member Dix made a motion to approve the bylaws and financial policy as presented. Second by Member Thompson.

Ayes: Rogers, Sanders, Dix, Nelson, Thompson

Noes: None

Absent: None

Abstain: None

#### **11. Board member reports, updates and items of interest**

Tiffany Dix updated the board on checks going out to sporting organizations in the district. She specifically thanked Shereme for her assistance in ordering the banners.

#### **12. Staff and/or consultant reports and updates**

Shereme will update the board on the status of each member's required training, and stated that Form 700's are now due.

#### **ADJOURNMENT:**

The meeting was adjourned at 6:47 p.m. The next regularly scheduled board meeting will be on Wednesday, February 9, 2022, at 4:00 p.m.

Respectfully submitted

Lori Sanders, Secretary

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