

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

Date: February 20, 2019
Time: 3:00 p.m.
Place: Kingsburg City Council Chambers
1401 Draper Street
Kingsburg, CA 93631

Members Present:

Arlie Rogers, Chairman
Lejf Knutson, Vice-Chairman
Lori Sanders, Secretary
Member Tiffany Dix, Treasurer
Gary Nelson, Member

Members Absent:

None

Also Present:

Moses Diaz, Attorney
Shereme Watson, Administrative Clerk, Deputy Secretary

Item #1: Call to Order and Roll Call

The meeting was called to order by Chairman Rogers at 3:00 p.m. Members Rogers, Knutson, Sanders, Dix and Nelson were present. There was a quorum to conduct business.

Item #2: Public Comment

None.

Items #3 and 4: Approval of Consent Calendar

Tiffany Dix made a motion to approve all items on the Consent Calendar. Second by Lori Sanders. Member Knutson abstained due to missing the January meeting.

Ayes: Rogers, Sanders, Dix, Nelson

Noes: None

Absent: None

Abstain: Knutson

Item # 5: Presentation by Valley Health Team (VHT)

Valley Health Team did not attend the meeting. VHT CEO Soyla Griffin had surgery and wasn't able to be present. Member Nelson expressed dissatisfaction that VHT didn't send the next in command. Member Sanders suggested a special board meeting or town hall meeting with VHT prior to the opening date of the clinic.

Jeffrey Lawson has a press release ready to go and will send to Shereme for editing and approval. VHT has contacted all local TV stations and newspapers about the Urgent Care grand opening set for March 4, 2019. Board members discussed an exit survey for patients of the afterhours clinic in order to keep tabs on services provided.

Member Nelson expressed personal concern over many aspects of the MOU with VHT, including hours of operation, time frame for VHT to submit audit operating cost reports to the district, mis-use of monies from the district for Urgent Care start-up costs, what constitutes breach of contract, proof of insurance from VHT, VHT operating permits, and seeking other providers in case services provided by VHT don't work out. Chairman Rogers informed member Nelson that multiple providers had been contacted by the board, and VHT was the only one ready to go with permits, a facility, and staff to begin operating in Kingsburg in a timely fashion. Moses Diaz explained how the MOU does act as a contract due to an inclusion clause, breach of contract options, permits, and use of funds.

District resident Betsy Tunnel shared her frustration that VHT has been on the agenda several times and not attended. She opposes the up-front money the board voted to give VHT for clinic startup costs, feels the MOU is a grant rather than a binding contract, and is concerned the money being spent for the clinic may not be the best use of district funds due to possible low use of the facility. She reported she called several afterhours urgent care clinics in the area and reported they averaged 6 patients in a 3.5 hour time period, and that half of those patients didn't have medical insurance.

Item #6: Review and update district Bylaws and Financial Policies and Procedures

Verbiage will be added to the Financial Policies and Procedures stating the district does not currently use a credit or debt card.

Member Nelson inquired about where board meeting agendas are posted and suggested placing them in all counties included in the district (Fresno, Kings, and Tulare). Moses Diaz informed member Nelson that the board is complainant in their current posting method. Chairman Rogers suggested Shereme contact Ida at KCaps about posting an agenda at TCaps in Traver, as well as the principal at Traver Elementary School, Steve Ramirez, about posting an agenda at the school.

Member Nelson asked if the Fresno County Board of Supervisors changes the amount of tax dollars received by the district each year. Moses Diaz explained that these monies are calculated by a set state formula, and based from the valuation of properties located within the healthcare district.

One hour of mandatory AB 1234 ethics training will be held at the end of the December meeting every year. Each board member must receive 2 hours of training every two years. Board members who have completed their ethics training prior to the December meeting will not be required to attend. It is the responsibility of each individual board member to get training certificates to Shereme.

Item #7: Review draft list of non-profit organizations within the district

Shereme presented the board with a list of non-profit organizations within the district so they can be sent notification regarding the 2019 grant season.

Item #8: Approval of draft letter to non-profits for grant season

The board approved a letter drafted by member Sanders to notify non-profits in the district of the 2019 grant season being open. The letter briefly explains the district's mission, how funds are collected, and how to access more information via the district's website.

Lejf Knutson made a motion to accept the draft letter. Second by Gary Nelson.

Ayes: Rogers, Knutson, Sanders, Dix, Nelson

Noes: None

Absent: None

Abstain: None

Item #9: Update regarding transition of administrative clerk from independent contractor to employee

Chairman Rogers has secured worker's compensation insurance through Kingsburg Insurance at an annual rate of \$545.

Member Nelson questioned the hours of the administrative clerk. Chairman Rogers informed him it is an 8 hour a day position.

Item #10: Review and consideration of draft Employee Regulations Handbook

Member's Sanders and Dix have completed the employee handbook draft and submitted it to Moses Diaz. Member Sanders and Moses Diaz will work together to finalize an employee handbook and job description which will be presented in draft form at the March 2019 meeting.

Item #11: Approval of destruction of files on Records Destruction Spreadsheet

Lejf Knutson made a motion to accept the destruction of files on the spreadsheet. Second by Lori Sanders.

Ayes: Rogers, Knutson, Sanders, Dix, Nelson

Noes: None

Absent: None

Abstain: None

Item #12: Board member reports, updates and items of interest

Chairman Rogers received permission to use the unused sign out in front of Crestwood to display a banner announcing the Urgent Care. Member Nelson will work with Firecrest to create the banner and get it displayed as soon as possible.

Member Sanders handed out a PDF publication titled *Open and Public V: A Guide to the Ralph M. Brown Act*. She also purchased a hardcopy to have in the office for residents to use when they have questions about the Brown Act and how it applies to our district meetings.

Item #13: Consultant report and updates

Shereme verified that board member emails were working correctly and no one was having trouble accessing their accounts and attachments.

Item #14: Adjournment

The meeting was adjourned at 5:17 p.m. The next regularly scheduled meeting will be held March 13, 2019, at 4:00 p.m.

Respectfully submitted,

Lori Sanders, Secretary