

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

Date: May 13, 2020
Time: 4:00 p.m.
Place: Kingsburg Tri-County Health Care District
1425 Marion Street
Kingsburg, CA 93631

Members Present:

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

Also Present:

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

Members absent:

None

Item #1: Call to Order and Roll Call

The meeting was called to order by Chairman Arlie Rogers at 4:03 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: Consent Calendar

Tiffany Dix made a motion to approve all items on the Consent Calendar. Second by Lejf Knutson.

Ayes: Rogers, Knutson, Sanders, Dix and Nelson

Noes: None

Absent: None

Abstain: None

Item # 5: Presentation by Dr. Dominguez and Solya Griffith with Valley Health Team

Dr. Dominguez, and CEO Solya Griffith, both with Valley Health Team, discussed VHT's procedures concerning COVID-19 testing and their emergency preparedness plan for the facility and the community. Dr. Dominguez stressed contact tracing and a focus on testing to combat and stop the spread of the disease. Discussion was held on the possibility of the district providing financial assistance for testing of district residents. The board also discussed assisting VHT in publicizing testing options once they become available.

Item #6: Presentation by Bill Matthew Safe Harbor Homes and Services

Bill Matthew with Safe Harbor Homes and Services provided the board with an overview of their care facility. He shared how the funding request via his 2020 grant application will help bridge the gap between actual operating costs and SDI benefits received from each resident.

Item #7: Resolution in response to COVID-19, review/ratification of expenditures since last board meeting and continuation of related determination of local emergency

Chairman Rogers discussed emergency expenditures since our last meeting, and Fire Chief Dan Perkins reported on a second round of banners re: mitigation of COVID-19, and free testing options. There is still \$3026.45 left to spend on educating the public about the disease from the \$5000.00 previously approved by the board.

Moses Diaz went over the amended COVID-19 resolution which outlines funding emergency expenditures as necessary throughout the district. The amended resolution also ratified the additional \$8,000.00 (since the April 8, 2020 Board meeting), to KCAPS to provide nutritional goods and sanitary supplies to district residents.

Lejf Knutson made a motion to approve the amended resolution. Second by Gary Nelson.

Ayes: Rogers, Knutson, Sanders, Dix and Nelson
Noes: None
Absent: None
Abstain: None

Item# 8: 2020 Grant applications status and consideration of next steps

The board agreed to accept two 2020 grant applications received after the due date of May 1, 2020. May 28th was chosen as the date for a special meeting for the board to go over 2020 grant applications and choose recipients.

Item# 9 Discuss draft budget for the 2020-21 Fiscal Year

Chairman Rogers discussed outstanding grant monies from previous years which have not been requested and/or received by grant recipients. He and member Dix will meet to create the 2020-21 budget prior to the June 2020 board meeting.

Item #10: Consider authorizing application for FEMA and State funding for COVID-19 response

Moses Diaz informed the board of a potential resource for repayment of expenditures the board incurs due to COVID-19. No action was taken.

Item #11: Approval of resolution revising Employee Handbook, workweek and regular paydays

Chairman Rogers explained the decision to change the administrative clerk pay schedule in order to give Sandra Helm's office enough time to process payroll. Payroll will run from 12:00 A.M. each Wednesday, and end the following Tuesday at 11:59:59 P.M. Payday will be every other Friday.

Lejf Knutson made a motion to accept the resolution changing payroll workweek and regular paydays. Second by Tiffany Dix.

Ayes: Rogers, Knutson, Sanders, Dix and Nelson

Noes: None

Absent: None

Abstain: None

Item #12: Document destruction resolution and status report

Shereme informed the board that only 73 record boxes remain to be gone through. As of the date of this board meeting, 63 boxes will remain in storage based off patient DOB, or because they contain bookkeeping records and ledgers.

Lejf Knutson made a motion to approve destruction of records listed on the document destruction spreadsheet. Second by Gary Nelson.

Item #13: Board member reports, updates and items of interest

Member Nelson shared the discussion he had with Thomas Ford at Crestwood regarding the poor upkeep of the landscaping at the facility. Mr. Ford said they were having some sprinkler issues, and Member Nelson advised him to water by hand if necessary. Member Nelson will stay in touch with the facility to make sure the grounds are well maintained.

Item #14: Staff and/or consultant reports and updates:

None.

Item #15: Adjournment

The meeting was adjourned at 6:20 p.m. A special meeting to discuss all 2020 grant applications will be held on March 28, at 5 p.m.

Respectfully submitted,

Lori Sanders, Secretary

The next regularly scheduled meeting will be held on Wednesday, June 10, 2020 at 4 p.m.