

**NOTICE AND AGENDA OF REGULAR MEETING
OF THE BOARD OF DIRECTORS
MENDOCINO COAST HEALTH CARE DISTRICT**

Thursday, May 27th, 2021

6:00 P.M. Open Session

5:00 P.M. Closed Session

Meeting via Zoom Conference

Join Zoom Meeting

<https://zoom.us/j/94348002472?pwd=M00vUzkwSzZ6R3JnZXJPdIVxZkVXOT09>

Meeting ID: 943 4800 2472

Passcode: 021650

One tap mobile

+16699009128,,94348002472#,,,,*021650# US (San Jose)

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PLEASE TAKE NOTICE a Regular Board of Directors meeting has been called for Thursday, May 27th, 2021 at 6:00 pm. This meeting will be held via Zoom Conference only in order to reduce the risk of spreading coronavirus (COVID-19) and pursuant to the Governor's Executive Orders N-25-20 and N-29-20.

No physical location from which members of the public may observe the meeting and offer public comment will be provided.

CONDUCT OF BUSINESS:

1. **5:00 P.M. CALL TO ORDER:** Ms. Jessica Grinberg, Chair
2. **ROLL CALL**
3. **PUBLIC COMMENTS**

This portion of the meeting is reserved for persons desiring to address the Board of Directors on any matter which the District has jurisdiction. You may state your name and address for the record. Time is limited to 3 minutes per speaker. The Board of Directors can take no action on your presentation, but can seek clarification to points made in your presentation or comments.

BROWN ACT REQUIREMENTS: Pursuant to the Brown Act, the Board of Directors cannot discuss issues or take action on requests during this comment period.

4. CLOSED SESSION

- a. Information/Action: Public Employment: Employees and Independent Contractors:**
- a. In house counsel
 - b. Office Manager
 - c. Advisors: Accountant/Bookkeeper/Marketing

(Government Code 54957)

5. 6:00 P.M. OPEN SESSION CALL TO ORDER- Ms. Jessica Grinberg, Chair

6. ROLL CALL

7. REPORT ON CLOSED SESSION MATTERS

8. PUBLIC COMMENTS

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BROWN ACT REQUIREMENTS: Pursuant to the Brown Act, the Board of Directors cannot discuss issues or take action on requests during this comment period.

9. APPROVAL OF THE AGENDA: Ms. Jessica Grinberg, Chair

NEW BUSINESS:

**10. ACTION: Approval of April 29th, 2021 Minutes: Ms. Jessica Grinberg, Chair
TAB**

1

11. INFORMATION/ACTION: 50th Year Celebration of the Hospital Ms. Jessica Grinberg, Chair

12. **INFORMATION/ACTION:** Board self-evaluation: Amy McColley

REPORTS:

13. **INFORMATION:** District office update: Michelle McMillan, District Office Manager

14. **INFORMATION/ACTION:** Finance Report: Mr. John Redding, Treasurer

TAB 2

15. **INFORMATION:** Hubs and Routes Update: Ms. Sara Spring, Secretary

16. **INFORMATION:** Broadband access for coastal residents update: Ms. Jessica Grinberg, Chair

17. **INFORMATION:** Community feedback on one year affiliation update: John Redding, Treasurer, Norman de Vall, member at large

18. **INFORMATION:** Seismic compliance and future of facility update: Amy Vice Chair, Sara Spring Secretary

19. **INFORMATION/ACTION:** Disposition of surplus furniture: Mr. John Redding, Treasurer

21. **FUTURE AGENDA ITEMS:** Ms. Jessica Grinberg, Chair

22. PUBLIC COMMENTS

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23. COMMENTS FROM BOARD OF DIRECTORS

24. **ADJOURNMENT:** Ms. Jessica Grinberg, Chair

Dated: May 27, 2021

STATE OF CALIFORNIA

COUNTY OF MENDOCINO

I declare under penalty of perjury that I am employed by the Mendocino Coast Health Care District Board of Directors; and that I posted this notice at the North and Patient Services Building Lobby entrances to the Adventist Health Mendocino Coast Hospital on May 24, 2021



Signed by Michelle McMillan

Office Manager

On behalf of Sara Spring

Secretary of the Board of Directors

5/24/21

Date

All disabled persons requesting disability related modifications or accommodations, including auxiliary aids or service may make such request in order to participate in a public meeting to Karen Arnold, Secretary of the Board of Directors, 700 River Drive, Fort Bragg, CA 95437 no later than 1 working day prior to the meeting that such matter be included on that month's agenda.

*Per District Resolution, each member of the public who wishes to speak shall be limited to three minutes each per agenda item. Please identify yourself prior to speaking. Thank you.

TAB 1

MCHCD BOD Regular Meeting Thursday, April 29th

6:00 PM

Minutes

5. 6:00 P.M. OPEN SESSION CALL TO ORDER- Ms. Jessica Grinberg, Chair

6. ROLL CALL

All Present

9. APPROVAL OF THE AGENDA: Ms. Jessica Grinberg, Chair

- Moved by: Ms. Amy McColley, Seconded by Norman de Vall

Vote:

John Redding- yes

Amy McColley- yes

Norman de Vall- yes

Jessica Grinberg –yes

Sara Spring- absent

10. ACTION: Approval of March 25, 2021 Minutes: Ms. Jessica Grinberg, Chair TAB 1

Associated Tab was not included, no vote occurred

11. INFORMATION/ACTION: Establishment of ad hoc committee: Community assessment one year post affiliation: Ms. Jessica Grinberg, Chair

- Norman de Vall and John Redding will be functioning as Ad Hoc committee, anyone with ideas may reach out to Michelle McMillan
- Moved by John Redding, Seconded by Norman de Vall

Vote:

Sarah Spring- no response

Amy McColley- yes

John Redding- yes

Norman de Vall- yes

Jessica Grinberg- yes

12. INFORMATION/ACTION: Discussion regarding CARES fund: Board Treasurer

- Following discussion no action

13. INFORMATION/ACTION: Establishment of ad hoc committee: Broadband access for coastal residents: Ms. Jessica Grinberg, Chair

- Moved by Norman de Vall, Seconded by John Redding

Vote:

Norman de Vall- yes

John Redding- yes

Amy McColley- yes

Sara Spring- yes

Jessica Grinberg- yes

14. INFORMATION/ACTION: Establishment of ad hoc committee: Seismic compliance and future of facility: Ms. Jessica Grinberg, Chair

- Moved by Amy McColley, Seconded by Sara Spring

Vote:

Norman De Vall- yes

John Redding- yes

Amy McColley- yes

Sara Spring- yes

Jessica Grinberg- yes

15. INFORMATION/ACTION: Disposition of surplus furniture: Mr. John Redding, Treasurer TAB 2

- Moved by Amy McColley, Seconded by John Redding

Vote:

Norman de Vall- yes

John Redding- yes

Amy McColley- yes

Sara Spring- yes

Jessica Grinberg- yes

16.INFORMATION/ACTION: Lease request from Mendocino Coast Healthcare Foundation: Ms. Jessica Grinberg, Chair TAB 3

- o After discussion and statement from the President of the Mendocino Coast Healthcare Foundation that they are leaving the premises by the end of the year, there was no action.

REPORTS:

17.INFORMATION/ACTION: District office update: Michelle McMillan, District Office Manager

- Jessica Grinberg- the budget for setting up the office is within the discretionary spending that was decided on by the Board previously, so we will proceed with purchasing what is needed

18.INFORMATION/ACTION: Finance Report: Mr. John Redding, Treasurer

- a. For discussion and possible action
 - i. Budget preparation
 - ii. YTD financials for the District
 - iii. Establish a schedule for adoption of AH's capital improvement plan for FY21.
 - iv. Use of funds raised by the Foundation for the hospital
- Amy McColley moves we accept financial report presented by John Redding, seconded by Norman de Vall

Vote:

Norman de Vall- yes

John Redding- yes

Amy McColley- yes

Sara Spring- yes

Jessica Grinberg- yes

19. FUTURE AGENDA ITEMS: Ms. Jessica Grinberg, Chair

Suggested:

- Hubs and Routes

- Mental Health Awareness
- John Reding will bring a draft budget for the next meeting

20. PUBLIC COMMENTS

TAB 2

Mendocino Coast Health Care District

Proposed Budget for FY2022

Cash Flow by Month	CY 2021												Annual	
	CY 2022													
	FY2021	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May		June
Receipts														
Allocation from District's Net Cash Flow	\$ 250,000													
Dividend from LAIF investments	\$ 5,445	\$ 5,445	\$ 5,445	\$ 5,445	\$ 5,445	\$ 5,445	\$ 5,445	\$ 5,445	\$ 5,445	\$ 5,445	\$ 5,445	\$ 5,445	\$ 5,445	\$ 65,339
Total Receipts	\$ 255,445	\$ 5,445	\$ 5,445	\$ 5,445	\$ 5,445	\$ 5,445	\$ 5,445	\$ 5,445	\$ 5,445	\$ 5,445	\$ 5,445	\$ 5,445	\$ 5,445	\$ 315,339
Expenses														
Office Manager	\$ 3,132	\$ 3,132	\$ 3,132	\$ 3,132	\$ 3,132	\$ 3,132	\$ 3,132	\$ 3,132	\$ 3,132	\$ 3,132	\$ 3,132	\$ 3,132	\$ 3,132	\$ 37,584
Contributions to HSA	\$ 3,600	\$ 3,600	\$ 3,600	\$ 3,600	\$ 3,600	\$ 3,600	\$ 3,600	\$ 3,600	\$ 3,600	\$ 3,600	\$ 3,600	\$ 3,600	\$ 3,600	\$ 43,200
CPA Services (payroll)														
Legal Services	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 36,000
D&O Insurance	\$ 7,361			\$ 7,361			\$ 7,361			\$ 7,361			\$ 7,361	\$ 29,444
Healthcare Entity Comprehensive Liability	\$ 3,404			\$ 3,404			\$ 3,404			\$ 3,404			\$ 3,404	\$ 13,616
Utilities							\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 6,000
Property Insurance for 775 River Drive							\$ 2,000							
Office Expenses	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 600
Phone and Internet	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 1,200
Consultants	\$ 5,000	\$ 5,000	\$ 5,000											\$ 15,000
Hospital Anniversary activities	\$ 20,000													\$ 20,000
New Programs	\$ 1,667	\$ 1,667	\$ 1,667	\$ 1,667	\$ 1,667	\$ 1,667	\$ 1,667	\$ 1,667	\$ 1,667	\$ 1,667	\$ 1,667	\$ 1,667	\$ 1,667	\$ 20,000
Sum of Expenses	\$ 47,314	\$ 16,549	\$ 16,549	\$ 22,314	\$ 11,549	\$ 11,549	\$ 25,314	\$ 12,549	\$ 12,549	\$ 23,314	\$ 12,549	\$ 12,549	\$ 12,549	\$ 224,644
Net Operating Balance	\$ 208,131	\$ (11,104)	\$ (11,104)	\$ (16,869)	\$ (6,104)	\$ (6,104)	\$ (19,869)	\$ (7,104)	\$ (7,104)	\$ (17,869)	\$ (7,104)	\$ (7,104)	\$ (7,104)	
Cash Flow	\$ 208,131	\$ 197,027	\$ 185,924	\$ 169,055	\$ 162,951	\$ 156,847	\$ 136,979	\$ 129,875	\$ 122,771	\$ 104,902	\$ 97,798	\$ 90,695	\$ 90,695	

Mendocino Coast Health Care District
Restricted and Unrestricted Cash Balances

May Draft

Statement of Cash Balances April 2020

Unrestricted Funds	
Operating Cash Balance	\$ 8,197,419
LAIF	\$ 3,469,775
TOTAL	\$11,667,194
Restricted Funds	
Measure C	\$ 2,303,934
Improvements Fund	\$ 2,000,000
Special Board Appropriation	\$ 2,000,000
Restricted Capital Fund (for future facilities)	\$ 1,000,000
TOTAL	\$ 7,303,934

One Time Adjustments to Unrestricted Cash	
<i>Inter Governmental Transfer</i>	\$ 540,412
<i>CMS Cost Adjustment</i>	\$ 2,100,000
<i>Payment from AH for Beta Insurance</i>	\$ 539,522
TOTAL ONE TIME ADJUSTMENT	\$ 3,179,934
Transfer to LAIF	\$ (3,179,934)

Statement of Cash Balances Estimate at EOFY

Unrestricted Funds	
Operating Cash Balance	\$ 3,197,419
LAIF	\$ 11,649,709
TOTAL	\$14,847,128
Restricted Funds	
Measure C	\$ 2,303,934
Improvements Fund	\$ 4,000,000
Special Board Appropriation	\$ -
Restricted Capital Fund (for future facilities)	\$ 1,000,000
TOTAL	\$ 7,303,934