

**MINUTES OF THE PROCEEDINGS
MEASURE C COMMITTEE SPECIAL MEETING OF THE
MENDOCINO COAST HEALTH CARE DISTRICT**

April 23, 2024

CONDUCT OF BUSINESS

1. OPEN SESSION

1a. Call to Order, 4:09pm

Roll Call: Jim Hurst - Chair, Gabriel Maroney - Member, Dr. Diane Harris - Member, and MCHCD CFO Wayne Allen and Board liaison Sara Spring, were present. There are 2 committee member vacancies.

2. PUBLIC COMMENT FOR ITEMS ON THE AGENDA

None.

3. REGULAR CALENDAR

3a) The amended minutes of the 01/22/2024 Measure C Regular Meeting were approved by a vote of 3:0.

3b) The amended minutes of the 02/05/2024 Measure C Special Meeting minutes were approved by a vote of 3:0.

3c) The 4/30/24 Measure C Fund cash receipts and disbursements and receipts record was approved and a recommendation for adoption by the Mendocino Coast Health Care District Board of Directors by a vote of 3:0.

3d) Items, from the 4/17/24 Adventist Health Improvements list, (specifically: a Vacuum pump replacement, \$500,000; ED/LAB Automatic Transfer Switch, \$1,700,000; and the OR's and Surgical Area Flooring Repairs, \$58,810 - totaling \$2,258,810) were determined to comply with Measure C spending criteria by the Measure C committee by a vote of 3:0, and the committee recommended approval by the Mendocino Coast Health Care District Board of Directors. After the Board approval, Adventist Health can release the \$2,258,810 from their designated bank account titled Improvements Fund.

Items from the November 2023 Adventist Health Improvements list, (Specifically: Regulatory Deferred Maintenance, \$329,631; PSB-Single HVAC Replacement, \$58,800; and AHMC Lab Equipment Replacement, \$1,038,000 - totaling \$1,426,431) and contributions towards a new ambulance were tabled to a subsequent Measure C Special committee meeting, date to be determined.

4. COMMITTEE MEMBER REPORTS

None.

5. ADJOURNMENT

The meeting was adjourned at 5:20 pm by a vote of 3:0.

The next regular meeting of the Measure C committee will be held on September 13, 2024, at 1:00 pm, at the District Office, 775 River Drive, Adventist Health Mendocino Coast Hospital, Fort Bragg, Ca.

Dated April 23, 2024

Katharine Wylie, Agency Administrator.

MENDOCINO COAST HEALTH CARE DISTRICT
STATEMENT OF CASH RECEIPTS DISBURSEMENTS

| Measure C- Parcel Tax Revenue Account | FYE Ended June 30, 2019 | | |
|--|-------------------------|-------------|-------------|
| | Actual | Sub-Total | Total |
| 1. CASH ON HAND- MEASURE C CHECKING | | | |
| [Beginning] October 15, 2018 | | | \$100 |
| 2. CASH RECEIPTS | | | |
| (a) <u>Tax Collections</u> | | | |
| 01-14-2019 | \$946,294 | | |
| 04-26-2019 | \$653,803 | | |
| Subtotal- Tax Collections | | \$1,600,098 | \$1,600,098 |
| (b) <u>Less: Tax Rebates</u> | | | |
| 02-28-2019 | (\$18,144) | | |
| 04-03-2019 | (\$5,040) | | |
| 04-17-2019 | (\$1,584) | | |
| 05-30-2019 | (\$1,152) | | |
| 06-07-2019 | (\$1,296) | | |
| Subtotal- Tax Rebates | | (\$27,216) | (\$27,216) |
| 3. NET CASH TAX RECEIPTS | | | |
| [2a + 2b = 3] | | | \$1,572,882 |
| 4. TOTAL CASH AVAILABLE | | | |
| [Before cash out] (1 + 3) | | | \$1,572,982 |
| 5. CASH PAID OUT | | | |
| (a) <u>Project Expenses</u> | | | |
| Meditech IT Upgrade | (\$700,000) | | |
| Subtotal- Project Expenses | | (\$700,000) | (\$700,000) |
| 6. TOTAL CASH INCREASE (DECREASE) | | | |
| [Total- (#3 minus #5)] | | | \$872,882 |
| 7. CASH- MEASURE C CHECKING | | | |
| [Ending] June 30, 2019 | | | \$872,982 |

MENDOCINO COAST HEALTH CARE DISTRICT
STATEMENT OF CASH RECEIPTS and DISBURSEMENTS

| Measure C- Parcel Tax Revenue Account | FYE Ended June 30, 2020 | | |
|--|-------------------------|---------------|---------------|
| | Actual | Sub-Total | Total |
| 1. CASH ON HAND- MEASURE C CHECKING | | | |
| [Beginning] July 01, 2019 | | | \$872,982 |
| 2. CASH RECEIPTS | | | |
| <u>(a) Tax Collections</u> | | | |
| 08-20-2019 | \$119,016 | | |
| 12-17-2019 | \$886,840 | | |
| 05-31-2020 | \$612,726 | | |
| Subtotal- Tax Collections | | \$1,618,582 | \$1,618,582 |
| <u>(b) Less: Tax Rebates</u> | | | |
| 07-19-2019 | (\$4,608) | | |
| 07-24-2019 | (\$288) | | |
| 08-09-2019 | (\$1,296) | | |
| 12-04-2019 | (\$864) | | |
| 12-19-2019 | (\$576) | | |
| Subtotal- Tax Rebates | | (\$7,632) | (\$7,632) |
| 3. NET CASH TAX RECEIPTS | | | |
| [2a + 2b = 3] | | | \$1,610,950 |
| 4. TOTAL CASH AVAILABLE | | | |
| [Before cash out] (1 + 3) | | | \$2,483,932 |
| 5. CASH PAID OUT | | | |
| <u>(a) Project Expenses</u> | | | |
| ED & Surgery Flooring | (\$56,088) | | |
| Nitrous Manifold | (\$24,650) | | |
| OOGIQ E10 Ultrasound | (\$136,568) | | |
| NCFHC | (\$314,564) | | |
| ED | (\$314,564) | | |
| Labor & Delivery | (\$314,564) | | |
| Subtotal- Project Expenses | | (\$1,160,998) | (\$1,160,998) |
| 6. TOTAL CASH INCREASE (DECREASE) | | | |
| [Total- (#3 minus #5)] | | | \$449,952 |
| 7. CASH- MEASURE C CHECKING | | | |
| [Ending] June 30, 2020 | | | \$1,322,934 |

MENDOCINO COAST HEALTH CARE DISTRICT
STATEMENT OF CASH RECEIPTS and DISBURSEMENTS

| Measure C- Parcel Tax Revenue Account | FYE Ended June 30, 2021 | | |
|---|-------------------------|---------------|---------------|
| | Actual | Sub-Total | Total |
| 1. CASH ON HAND- MEASURE C CHECKING | | | |
| [Beginning] July 01, 2020 | | | \$1,322,934 |
| 2. CASH RECEIPTS | | | |
| (a) <u>Tax Collections</u> | | | |
| 09-15-2020 | \$109,060 | | |
| 12-28-2020 | \$873,091 | | |
| 04-23-2021 | \$603,127 | | |
| Subtotal- Tax Collections | | \$1,585,278 | \$1,585,278 |
| (b) <u>Less: Tax Rebates</u> | | | |
| 07-15-2020 | (\$3,168) | | |
| 07-24-2020 | | | |
| 08-09-2020 | | | |
| 12-04-2020 | | | |
| 12-19-2020 | | | |
| Subtotal- Tax Rebates | | (\$3,168) | (\$3,168) |
| 3. NET CASH TAX RECEIPTS | | | |
| [2a + 2b = 3] | | | \$1,582,110 |
| 4. TOTAL CASH AVAILABLE | | | |
| [Before cash out] (1 + 3) | | | \$2,905,044 |
| 5. CASH PAID OUT | | | |
| (a) <u>Project Expenses</u> | | | |
| AutoTransfer Switch | (\$660,000) | | |
| Medical Air Replacement | (\$283,001) | | |
| HVAC- Surgery & Central Sterile Supply | (\$424,250) | | |
| Fire Sprinkler | (\$35,502) | | |
| Roof Repair- Patient Support Building | (\$375,997) | | |
| 3 D Mammography- Facility Remodel | (\$163,788) | | |
| Surgery- ESU Machine & Force Triad Ligature | (\$29,898) | | |
| Surgery- Medical Waste Device | (\$41,903) | | |
| Radio System- Emergency Management | (\$30,365) | | |
| Ambulance Replacement Unit | (\$180,774) | | |
| Subtotal- Project Expenses | | (\$2,225,478) | (\$2,225,478) |
| 6. TOTAL CASH INCREASE (DECREASE) | | | |
| [Total- (#3 minus #5)] | | | (\$643,368) |
| 7. CASH- MEASURE C CHECKING | | | |
| [Ending] June 30, 2021 | | | \$679,565 |

MENDOCINO COAST HEALTH CARE DISTRICT
STATEMENT OF CASH RECEIPTS and DISBURSEMENTS

| Measure C- Parcel Tax Revenue Account | FYE Ended June 30, 2022 | | |
|--|-------------------------|-------------|-------------|
| | Actual | Sub-Total | Total |
| 1. CASH ON HAND- MEASURE C CHECKING | | | |
| [Beginning] July 01, 2021 | | | \$679,565 |
| 2. CASH RECEIPTS | | | |
| (a) <u>Tax Collections</u> | | | |
| 08-26-2021 | \$111,679 | | |
| 12-29-2021 | \$866,428 | | |
| 04-14-2022 | \$598,098 | | |
| Subtotal- Tax Collections | | \$1,576,205 | \$1,576,205 |
| (b) <u>Less: Tax Rebates</u> | | | |
| 10-19-2021 | (\$5,040) | | |
| Subtotal- Tax Rebates | | (\$5,040) | (\$5,040) |
| 3. NET CASH TAX RECEIPTS | | | |
| [2a + 2b = 3] | | | \$1,571,165 |
| 4. TOTAL CASH AVAILABLE | | | |
| [Before cash out] (1 + 3) | | | \$2,250,730 |
| 5. CASH PAID OUT | | | |
| (a) <u>Project Expenses</u> | | | |
| Subtotal- Project Expenses | | | |
| 6. TOTAL CASH INCREASE (DECREASE) | | | |
| [Total- (#3 minus #5)] | | | \$1,571,165 |
| 7. CASH- MEASURE C CHECKING | | | |
| [Ending] June 30, 2022 | | | \$2,250,729 |

MENDOCINO COAST HEALTH CARE DISTRICT
STATEMENT OF CASH RECEIPTS and DISBURSEMENTS

| Measure C- Parcel Tax Revenue Account | FYE Ended June 30, 2023 | | |
|--|-------------------------|-------------|-------------|
| | Actual | Sub-Total | Total |
| 1. CASH ON HAND- MEASURE C CHECKING | | | |
| [Beginning] July 01, 2022 | | | \$2,250,729 |
| 2. CASH RECEIPTS | | | |
| (a) <u>Tax Collections</u> | | | |
| 08-19-2022 | \$110,233 | | |
| 12-29-2022 | \$864,953 | | |
| 04-13-2023 | \$609,130 | | |
| Subtotal- Tax Collections | | \$1,584,316 | \$1,584,316 |
| (b) <u>Less: Tax Rebates</u> | | | |
| 02-03-2023 | (\$720) | | |
| 04-13-2023 | (\$12,183) | | |
| Subtotal- Tax Rebates | | (\$12,903) | (\$12,903) |
| 3. NET CASH TAX RECEIPTS | | | |
| [2a + 2b = 3] | | | \$1,571,413 |
| 4. TOTAL CASH AVAILABLE | | | |
| [Before cash out] (1 + 3) | | | \$3,822,142 |
| 5. CASH PAID OUT | | | |
| (a) <u>Project Expenses</u> | | | |
| Subtotal- Project Expenses | | | |
| 6. TOTAL CASH INCREASE (DECREASE) | | | |
| [Total- (#3 minus #5)] | | | \$1,571,413 |
| 7. CASH- MEASURE C CHECKING | | | |
| [Ending] June 30, 2023 | | | \$3,822,143 |

MENDOCINO COAST HEALTH CARE DISTRICT
STATEMENT OF CASH RECEIPTS and DISBURSEMENTS

| Measure C- Parcel Tax Revenue Account | FYE Ended June 30, 2024 | | |
|---|-------------------------|---------------|---------------|
| | Actual | Sub-Total | Total |
| 1. CASH ON HAND- MEASURE C CHECKING | | | |
| [Beginning] July 01, 2023 | | | \$3,822,143 |
| 2. CASH RECEIPTS | | | |
| (a) <u>Tax Collections</u> | | | |
| 08-31-2023 | \$108,307 | | |
| 12-21-2023 | \$882,763 | | |
| 04-25-2024 | \$597,148 | | |
| Subtotal- Tax Collections | | \$1,588,218 | \$1,588,218 |
| (b) <u>Less: Tax Rebates</u> | | | |
| 12-21-2023 | (\$17,655) | | |
| Subtotal- Tax Rebates | | (\$17,655) | (\$17,655) |
| 3. NET CASH TAX RECEIPTS | | | |
| [2a minus 2b = 3] | | | \$1,570,563 |
| 4. TOTAL CASH AVAILABLE | | | |
| [Before cash out] (1 + 3) | | | \$5,392,706 |
| 5. CASH PAID OUT | | | |
| (a) <u>Project Expenses</u> | | | |
| AutoTransfer Switch | (\$186,802) | | |
| Medical Air Replacement | (\$959,688) | | |
| HVAC- Surgery & Central Sterile Supply | (\$18,567) | | |
| Fire Sprinkler | (\$8,110) | | |
| Roof Repair- Main Building | (\$57,040) | | |
| Fire Roll-Down NFPA Code Replacement | (\$135,000) | | |
| Infection Control- Lobby Flooring | (\$132,722) | | |
| Oncology- Infection Control Updates | (\$60,480) | | |
| Infection Control- ER Waiting, Front Lobby, PT, Lab | (\$275,998) | | |
| Infection Control Flooring- RT, Cardio, PT Rooms | (\$153,455) | | |
| 3 D Mammography- Facility Remodel | (\$308) | | |
| Ambulance Replacement Unit | (\$11,202) | | |
| Legionella Ompliance Equipment Replacement | (\$65,000) | | |
| ED Hot Water Heater | (\$20,516) | | |
| Zoll Defibrillators (7) | (\$170,540) | | |
| Subtotal- AH Project Expenses | | (\$2,255,428) | (\$2,255,428) |
| Subtotal- MCHCD Project Expenses (Roofing Repair) | | | (\$129,957) |
| Total Project Expenses | | | (\$2,385,385) |
| 6. TOTAL CASH INCREASE (DECREASE) | | | |
| [Total- (#3 minus #5)] | | | (\$814,822) |
| 7. CASH- MEASURE C CHECKING | | | |
| [Ending] April 30, 2024 | | | \$3,007,321 |



Measure C Request April 2024

| Lease Funds | | Commitment | Total Project Cost Actual/ Estimated | Total Capital Expenses Incurred | Remaining of Committed Funds | Total 2024 | Total 2025 | Total 2026 | Total |
|-------------|--|-------------|--------------------------------------|---------------------------------|------------------------------|------------|-------------|------------|-------------|
| Status | Description | Lease Funds | | | | | | | |
| New | Paging System Equipment & Installation only | 48,000 | TBD | - | 48,000 | - | (48,000) | - | (48,000) |
| New | Roof replacement Portions of Main Building and ED | 300,000 | 300,000 | - | 300,000 | - | (300,000) | - | (300,000) |
| New | CCTV System & Door Access | 729,417 | 729,417 | - | 729,417 | - | (729,417) | - | (729,417) |
| New | HVAC - Kitchen (2 Units) | 1,665,000 | 1,665,000 | - | 1,665,000 | - | (1,665,000) | - | (1,665,000) |
| New | Vacuum pump replacement | 500,000 | 500,000 | - | 500,000 | (50,000) | (450,000) | - | (500,000) |
| New | HVAC - Pharmacy | 50,000 | 50,000 | - | 50,000 | - | (50,000) | - | (50,000) |
| New | Fan coil replacement repair TJC finding airflow | 750,000 | 750,000 | - | 750,000 | (75,000) | (675,000) | - | (750,000) |
| New | Cerner Wireless Access "IT infrastructure upgrade" | 2,500 | TBD | - | - | - | - | - | - |
| New | *ED /Lab - Automatic Transfer Switch | 1,700,000 | 1,700,000 | - | 1,700,000 | - | (1,133,333) | (566,667) | (1,700,000) |
| New | OR's and Surgical Area Flooring Repairs | 58,810 | 58,810 | - | 58,810 | 58,810 | | | (58,810) |
| Totals | | 5,803,727 | 3,994,417 | - | 5,742,417 | (125,000) | (5,050,750) | (566,667) | (5,742,417) |

* Priority

**ADDITIONAL MEASURE C ALLOCATIONS 2/12/24 FOR
ADVENTIST HEALTH NOVEMBER 1, 2023 REPORT ON BUILDING MAINTENANCE AND EQUIPMENT EXPENDITURES**

| PROJECTS | MEASURE C | MEASURE C | AH | TOTAL | COMPLETION | ADDITIONAL | Additional Information from Peter - April 23, 2024 |
|---|------------|-------------|-------------|-----------|--------------|----------------------|---|
| | ALLOCATION | FUNDS SPENT | EXPENDITURE | COST | DATE | MEASURE C ALLOCATION | |
| Auto Transfer Switch-Emergency Power | 660,000 | 616,802 | 230,000 | 846,802 | FY2024 QTR 1 | 186,802 | |
| Medical Air Replacement | 283,001 | 419,694 | 822,995 | 1,242,689 | FY2023QTR4 | 959,688 | |
| Sterile Processing Feasibility & Engineering Review | 0 | 0 | 55,490 | 55,490 | Completed | 0 | |
| Central Sterile Supply/Surgery HVAC | 424,250 | 442,817 | 0 | 442,817 | Completed | 18,567 | |
| Fire Sprinkler Pip Rust Issues | 35,502 | 0 | 43,612 | 79,114 | Completed | 8,110 | |
| PSB - Single HVAV Replacement | 0 | 0 | 58,800 | 58,800 | Completed | More information | 10 ton package unit installation for patient services building – AHMC – Ft. Bragg (See attached Invoice # 8679-B Intercountry Mechanical) |
| Roof - Main Hospital Repairs | | 0 | 57,040 | 57040 | Completed | 57,040 | |
| Roof - Patient Support Building Replacement | 375,997 | 0 | 316,469 | 316,460 | Completed | 0 | |
| Fire Roll-Down NFPA Code Mandatory Replacement (4) | 0 | 0 | 135,000 | 135,000 | FY2023QTR4 | 135,000 | |
| AHMC Lab Equipment Replacement | 0 | 0 | 1,038,000 | 1,038,000 | FY2024QTR3 | More information | The lab equipment replacement project primarily updates critical end of life equipment in the lab. Clinical laboratory testing is required to maintain Emergency Room, Surgical and Inpatient Services in a Critical Access Hospital. The equipment to be purchased: •Install (2) new Beckman Coulter DXC 500i chemistry analyzers •Install (2) new Beckman Coulter DXH 690T Hematology analyzers •Install (1) new Beckman Coulter DXU 840 Urinalysis analyzer •Install (1) Scpio X100 workstation •Repairs/Replacement needed to Lab HVAC systems to maintain the required temperature in the Laboratory Area. |

| PROJECTS | MEASURE C ALLOCATION | MEASURE C FUNDS SPENT | AH EXPENDITURE | TOTAL COST | COMPLETION DATE | ADDITIONAL MEASURE C ALLOCATION | Additional Information from Peter - April 23, 2024 |
|---|-------------------------|--------------------------|-------------------|------------------|--------------------|---------------------------------------|--|
| Infection Control (Lobby Flooring) | 0 | 0 | 132,722 | 132,722 | Completed | 132,722 | |
| Oncology - Infection control environmental updates | 0 | 0 | 60,480 | 60,480 | Completed | 60,480 | |
| Infection Control - Furniture Red, ER Waiting, Front Lobby, PT, Lab | 0 | 0 | 111,090 | 111,090 | Completed | 0 | |
| Infection Control (RT, Cardio, Med Rooms flooring replacement | 0 | 0 | 275,998 | 275,998 | Completed | 275,998 | |
| Infection Control Flooring Respiratory Therapy, Cardio, Med Rooms | 0 | 0 | 153,455 | 153,455 | Completed | 153,455 | |
| 3 D Mammography - Facility remodel for equipment install | 163,788 | 0 | 164,096 | 164,096 | Completed | 308 | |
| Platelet Agitator lab | 0 | 0 | 10,051 | 10,051 | Completed | 0 | |
| Surgery - (2) ESU Machine (2 Force Triad Ligature | 29,898 | 0 | 29,898 | 29,898 | Completed | 0 | |
| Surgery - Medical Waste Device | 41,903 | 0 | 41,903 | 41,903 | Completed | 0 | |
| Radio System - Emergency Management | 30365 | 0 | 30,364 | 30,364 | Completed | 0 | |
| Ambulance Unit Replacement | 180,774 | 0 | 191,976 | 191,976 | Completed | 11,202 | |
| Legionella compliance equipment replacement | 0 | 0 | 65,000 | 65,000 | FY2023QTR4 | 65,000 | |
| Emergency Department Hot Water Heater | 0 | 20,516 | 0 | 20,516 | Completed | 20,516 | |
| Regulatory/Deferred Maintenance | 0 | 329,631 | 0 | 329,631 | Completed | | More information We have identified the many uses for the \$329,631. Much of the money spent here covered past due maintenance and deferred repairs to critical equipment. |
| | | | | | | | <ul style="list-style-type: none"> •Medical Gas System – Testing & Repairs (Medical Air, O2, Nitrous Oxide & Vacuum Systems) •HW Boiler Repairs & Deferred Maintenance •Steam Generator Repairs – Autoclave - Steam Source •Fire/Smoke Damper - Testing & Repairs – Fire Life Safety & Code Compliance •Electrical Panel Distribution System Testing and Repairs (IR Panel Testing, Breaker Coordination Study, Panel Identification Study required for meeting The Joint Commission Standards) •Back-up Generator Repairs and Testing (Engine Repairs, Temporary Generator for Repair work, Load Testing) the Facility has 4 generators. •HCAi / OSHPD Permits for needed from the State to do work at the Hospital. |
| | | | | | | | Reference email from Peter of April 2, 2024 at 2:35 pm for communication thread |
| Zoll Defibrillators (7) | 0 | 170,540 | 0 | 170,540 | Completed | 170,540 | |
| TOTALS | 2,225,478 | 2,000,000 | 4,024,439 | 6,024,439 | | 2,255,428 | |