

**ALTA HEALTHCARE DISTRICT MINUTES
TELECONFERENCE ON ZOOM**

MEETING DATE: THURSDAY, JANUARY 21, 2021
TIME: 11:00 AM
SHELTER IN PLACE: ALL BOARD MEMBERS AND STAFF APPEARED THROUGH ZOOM

BOARD ATTENDANCE

AREA I	JAVIER QUEVEDO	VICE CHAIR	PRESENT
AREA II	KATHY GRANT		ABSENT
AREA III	YVETTE BOTELLO	CHAIR	PRESENT
AREA IV	MARTHA SWAIM		PRESENT
AREA V	MARGIE DAVIDIAN		PRESENT

STAFF

CHIEF FISCAL OFFICER	CLIFFORD BRESSLER	PRESENT
CLERK OF THE BOARD	IRENE CLEMENTS	PRESENT
ATTORNEY	MICHAEL WILHELM	PRESENT

GUESTS

CHAD THOMSON	DINUBA FIRE CHIEF
JORDON WEBSTER	DINUBA FIRE DEPARTMENT

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1. **CALL TO ORDER**
The meeting was called to order by chairperson Yvette Botello at 11:02 am.
 2. **INTRODUCTIONS OF BOARD MEMBERS, STAFF AND GUESTS**
 3. **CONSENT CALENDAR**
 - 3.1 Motion to approve the Minutes of December 10, 2020 was made by Martha Swaim, 2nd by Javier Quevedo and approved.
 4. **PUBLIC COMMENT**
None
 5. **ANNUAL ORGANIZATIONAL MEETING**
 - 5.1 Election of Chair for 2021- It was moved by Martha Swaim, 2nd by Javier Quevedo that Yvette Botello be re-elected to serve as Chair for 2021. Motion approved.
 - 5.2 Election of Vice Chair for 2021 - It was moved by Margie Davidian, 2nd by Martha Swaim that Javier Quevedo be re-elected to serve as Vice Chair for 2021. Motion approved.
 - 5.3 Review of District Policies - Mike Wilhelm - Wilhelm reviewed policies of interest. Wilhelm asked the board to read the "Conflict of Interest Code" again. (Brown Act)

6. **AUDIT REPORT FOR 2019-2020 - Dennis Hylton**
 - 6.1 Mr. Hylton presented his annual report to the Board covering the 2019 - 2020 fiscal year. He pointed out that he reviews the information provided by the District and provides comments on that. He does not prepare any information himself. He praised the Board for the work they did over the past year to get funds out to the community to address needs. He found the District to be in a strong financial position. He did express concern that the Board needed to do more to monitor the investment account with Wells Fargo. The reporting from Wells Fargo has changed and that has made it more difficult for the Board to stay on top of exactly how its monies are invested. Later in the meeting there was a discussion that to address this issue the Board should receive the monthly reports from Wells Fargo to review. (They do get these most months) and those combined with the Flash report provided at every meeting should be sufficient for the Board to stay informed regarding the investment account.
It was moved by Javier Quevedo to approve the Auditors Report as presented, seconded by Margie Davidian and approved.


7. **CLOSED SESSION (BOARD ONLY) -**
 - 7.1 Explanation of Closed Door Session - Mike Wilhelm - This is held pursuant to Gov. Code Section 54847.
 - 7.2 Closed Session - Board only
 - 7.3 Evaluation of Attorney - Michael Wilhelm
 - 7.4 Evaluation of Chief Fiscal Officer - Clifford Bressler
 - 7.5 Evaluation of Clerk of the Board - Irene Clements

8. **APPOINTMENTS - Coming out of Closed Door Session it was reported that the following changes were made for 2021:**
 - 8.1 Attorney: Mike Wilhelm re-appointed until work is completed on the Kaweah Delta project.
 - 8.2 Chief Fiscal Officer: Clifford Bressler will remain through June, 2021.
 - 8.3 Clerk of the Board: Irene Clements will remain through June, 2021.

9. **OLD BUSINESS**
 - 9.1 Report of current Investment Account - Clifford Bressler reported that the Investment Account is at \$940,575.80.
 - 9.2 Flash Report of Fund Balances. - Mike Wilhelm reported as of December 31 , 2020 there was \$798,461.54 in Current Available Funds.
 - 9.3 LAFCO Report - Mike Wilhelm reported that LAFCO had approved the Alta report at its meeting of January 20, 2021. Overall the report was complimentary. They did ask the Board to work on reducing its administrative costs. Also LAFCO said the Board should continue discussions with Kaweah Delta towards either a merger or the formation of a JPA.
 - 9.4 Grant Status and Budget Status reports will be continued at the February Board Meeting.
 - 9.5 Task Force to review potential JPA with Kaweah Delta - Javier Quevedo and Margie Davidian agreed to serve and were appointed by Yvette Botello.

- 9.6 Report on issues related to Payroll Tax Matters -Mike Wilhelm reported that the State was still requiring that all the payments over the last three years to the Board be classified as payroll rather than stipends. The accounting firm of Moss Adams has been retained to deal with the state and federal tax authorities on these matters. The decision has been to hire Paychex to provide payroll services for 2021 and forward. Also, 2020 will be reclassified and W-2s rather than 1099s will be issued. Mike Wilhelm reminded the Board to get tax documents to him so that he can get everything set up with Paychex.
- 9.7 ACHD Re-Certification - Mike Wilhelm is in the process of gathering the additional information required for this year's certification which is due in March.
- 9.8 Ethics Training - Mike Wilhelm reminded the Board members that they must satisfy the requirement to renew their Ethics Training every 2 years.
10. NEW BUSINESS
- 10.1. Approval of 2020 Annual Report - It was moved by Javier Quevedo, seconded by Margie Davidian to approve the Annual Report for 2020 as presented by Michael Wilhelm. Motion approved.
- 10.2 Board and Staff Self Evaluation - A survey for Self Evaluation was sent out in January to be completed and returned to Mike Wilhelm .
- 10.3 Discussion of Community Partners Meeting - Margie Davidian is working on this event patterning the project after the successful Community Partners Meeting held in October, 2019.
- 10.4 Historical Museum Membership Renewal - Motion to renew the \$50.00 Annual Membership Dues for the Alta District Historical Museum for 2020-21 was made by Martha Swaim seconded by Javier Quevedo and approved.
11. MISCELLANEOUS COMMENTS. None
12. Next Meeting Date: February 18,2021 Time:: 11: AM Place: (ZOOM)
13. Adjournment: 12:19 pm

Respectfully Submitted


Irene Clements, Clerk of the Board
Alta Healthcare District