

ALTA HEALTHCARE BOARD MINUTES
THURSDAY, DECEMBER 14, 2017
DINUBA BRANCH LIBRARY

BOARD ATTENDANCE

AREA I	JAVIER QUEVEDO, VICE CHAIR	PRESENT
AREA II	RAY MILLARD	PRESENT
AREA III	YVETTE BOTELLO, CHAIR	PRESENT
AREA IV	MARTHA SWAIM	PRESENT
AREA V	MARGIE DAVIDIAN	PRESENT

STAFF

CHIEF FINANCIAL OFFICER	CLIFF BRESSLER	ABSENT
BOARD CLERK	IRENE CLEMENTS	PRESENT
ATTORNEY	MIKE WILHELM	PRESENT

GUESTS

1. CALL TO ORDER
The meeting was called to order at 11:38 AM. by Chairperson Yvette Botello.
2. INTRODUCTIONS OF BOARD, STAFF AND GUESTS
3. CONSENT CALENDAR
Motion to approve the Alta Healthcare Minutes of November 16, 2017 was made by Ray Millard, 2nd by Javier Quevedo and approved.
4. PUBLIC COMMENT
None
5. OLD BUSINESS
 - a. Review and approval of Healthcare Survey . Yvette Botello presented a draft healthcare survey prepared by Mike Wilhelm. The goal is to have a short survey that is no more than two pages and can be completed by groups or residents within the District. Wilhelm asked the Board to add additional Survey questions which he will include in the proposed Survey for approval. When the proposed Survey is approved the Board will plan a public informational meeting.
 - b. Status of completing mandated Ethics Training. Ethics Training and certification has been completed by all required participants other than Javier Quevedo and Cliff Bressler. Ethics training must be completed to meet the legal requirements as well as part of the ACHD certification process.

- c. **Name Change of the District.** It had been agreed that the District would change its name from Alta Healthcare District to further separate itself from the just concluded bankruptcy. The process of name change was explained by Wilhelm . Suggested names were put forth by the Board and voted on:

- 1 Sierra Valley
- 2 Sierra Grove
- 3 Mid Valley
- 4 South Mountain
- 5 Central Valley
- 6 Kings River
- 7 North Tulare
- 8 CODA
- 9 Sierra Citrus

The names favored by the Board were - 1. Sierra Valley. 2. CODA. 3. Sierra Grove. 4. Central Valley. 5. Mid Valley. 6. Sierra Citrus.

It was moved by Ray Millard, 2nd by Margie Davidian to change the name from **Alta HealthCare District to Sierra Valley Healthcare District.** Motion approved. (Following the meeting it was determined that Sierra Valley was too similar to Sierra View which was another healthcare district located in Porterville. It was decided by Yvette Botello to calendar the issue for reconsideration at the next meeting.)

- d. **Approval of Proposed Policies:**
- i. **XIII - Election/Vacancy Policy** - This Policy had been presented at the prior meeting to set rules for becoming a candidate and filling vacancies on the Board. It was moved by Javier Quevedo , 2nd by Ray Millard to approve. Motion carried.
 2. **XIV - Signature Authority Policy** - This Policy had been presented at the prior meeting to set rules for whom among the Board and District Officers had signature authority. It was moved by Ray Millard, 2nd by Javier Quevedo to approve. Motion carried.

5.6 Director and Officer Insurance -

- a. Following an extensive search Wilhelm said he was recommending that the Board obtain Director and Officer's insurance from Beta Healthcare Group. Annual premiums would be \$5302. The first coverage would start on January 1 and would be for six months then on July 1 the district would pay for a full year. The first 6 months would cost \$2651. It was moved by Ray Millard, 2nd by Margie Davidian to acquire the policy as represented. Motion carried.
- b. **Damage and Personal Injury Insurance.**
Wilhelm had explained that in order to obtain the officer and director's insurance Beta Healthcare insurance required that the District also carry property damage and personal injury insurance. The annual premium for this coverage was \$2500. As with the officers and director's insurance the first coverage would start on January 1 and would be for six months then on July 1 the district would pay for a full year. It was moved by Ray Millard 2nd by Martha Swaim at acquire the policy as presented.. Motion carried.

- c. Fiduciary Employee Theft Insurance.
Mike Wilhelm reported that he had also inquired of Beta Healthcare as to whether it wrote fiduciary and theft insurance. They did not write this type of coverage. The Board directed Mike Wilhelm to seek coverage from other carriers and to report back at the next meeting.
- 5.7 Financial Advisor.
 - a. Review and approval of Morgan Stanley resolution. At the last meeting Chris Beeman of Morgan Stanley been approved as the investment advisor of the district. Morgan Stanley required that a resolution be adopted designating who had authority to direct actions by Morgan Stanley. The resolution specified that the Chair and Chief Fiscal Officer would be the District's designated agents. Motion by Martha Swaim to adopt the resolution as Resolution 2017-2 of the District, seconded by Ray Millard. Approved
 - b. Approval of funds to be invested. Following discussion it was determined that 90% of the District's current funds be invested by Morgan Stanley. Motion by Margie Davidian to acquire the policy, 2nd by Javier Quevedo and approved.
- 5.8 Cutler/Orosi Grant
The Board discussed the status of the grant . Marge Davidian stated that she believed that the school district had signed the formal acceptance of the grant. Once the formal acceptance of the grant is received then the first of three annual payments could be authorized to be sent. The acceptance would be tracked down after the meeting.
- 5.9 Status of ACHD Certification - Work is progressing Mike outlined the remaining steps to complete certification. Hopefully the end of January 2018 all will be completed and submitted for review.
- 5.10 Status of Website
 - a. Mike Wilhelm gave an update on the status of the website. It is projected to be on line by January 1, After that date additional information needed to complete the set up can be added. A separate vendor was needed to complete the e-mail work on the website; Kotman Technology was suggested as the company to complete this work. The proposal was for \$1500 to set up the e-mail system for each officer and director with a monthly maintenance fee of \$64. Motion by Margie Davidian to retain Kotman Technology, seconded by Ray Millard, approved
6. NEW BUSINESS
- 6.1 Introduction of Policy XV I- Preservation & Destruction of District Records .
Wilhelm introduced a new District policy for preserved and destroying District records. This will come before the Board at the next meeting for approval.
- 6.2 Review and Approval of Expense Form.
It was moved by Ray Millard, 2nd by Margie Davidian to approve the Expense Form provided by Wilhelm for reimbursement from the District. Motion carried.
- 6.3 Status of Alta Medical Records in Storage.
 - a. Jeff & Jacks Storage: X Rays to be disposed as of now. Pediatric records: The State now says we should keep those records until 2028.
 - b. Clovis Storage :
Unable to get into the Storage lockers in December as planned.
- 6.4 Mr. Meyer - from Monson Sultana School was unable to attend the December meeting to request funds for a nutritional school project. He plans to attend the January meeting.
- 6.5 Board Tidbits. Continued to the next meeting

6.6 ACHD Leadership Academy - The Annual meeting is set for February 8,2018 in Sacramento .
As many members that can attend are encouraged to do so.

7 According to the Bylaws, the next meeting is the Annual meeting of the Board where
Board officers are selected.

NEXT MEETING: DATE: THURS. JANUARY 18, 2018
TIME: 11:30 AM
PLACE : DINUBA BRANCH LIBRARY

8 ADJOURNMENT
With no further business, the meeting was adjourned at 12:50 PM

Respectfully Submitted,
Irene Clements, Board Clerk

