

ALTA HEALTHCARE DISTRICT MINUTES
URGENCY MEETING HELD ON ZOOM

MEETING DATE: THURSDAY, FEBRUARY 25, 2021
TIME: 12:00 ZOOM
SHELTER IN PLACE: ALL BOARD MEMBERS, STAFF AND GUESTS APPEARED THROUGH ZOOM

ATTENDANCE

AREA 1	JAVIER QUEVEDO	VICE CHAIR	PRESENT
AREA 11	KATHY GRANT		PRESENT
AREA 111	YVETTE BOTELLO	CHAIR	PRESENT
AREA 1V	MARTHA SWAIM		PRESENT
AREA V	MARGIE DAVIDIAN		PRESENT

STAFF

CLERK OF THE BOARD	IRENE CLEMENTS	PRESENT
ATTORNEY	MIKE WILHELM	PRESENT

GUESTS

JORDON WEBSTER DINUBA FIRE CHIEF

-
1. CALL TO ORDER -
The meeting was called to order by Chairperson Yvette Botello at 12:04 pm
 2. INTRODUCTIONS OF BOARD MEMBERS, STAFF AND GUESTS
 3. PUBLIC COMMENT
NONE
 4. OLD BUSINESS
 - 4.1 Report on issues related to Payroll Tax Matters - Mike Wilhelm reported that the current delay in getting W-2s for 2020 involves the need for a number from the California EDD. Without this number Paychex cannot issue any W-2s. The problem is while the EDD usually issues the number in 24 hours when it involves a government agency it will take 30 days to issue ours. Despite offers to do anything he could to speed the process the EDD said it will still take 30 days. The EDD application was made on February 11th and so it will be mid-March before the number is issued. This has held up everyone's ability to do their taxes.
 - 4.2 Sexual Harassment/Non Discrimination Training -An additional Burden imposed on the Board now that they are classified as "employees" is the need to participate in a two hour education program on sexual harassment. Mike Wilhelm suggested that it be part of a noticed special meeting. He asked the Board to let him know when they would be available for a two hour time slot and he would then set something up for the Board.

- 4.3 Appointment of a new Chief Fiscal Officer - Mike Whelm had sent out a dozen requests for proposals to various accounting firms in Tulare County to provide resumes and information to replace Cliff Bressler as the CFO. Two qualified candidates did reply. They were Gil Aguilar and Jana Spade. Both were experienced CPAs. While Jana Spade lived in Pismo Beach she agreed she would only charge the District travel from Visalia and would be able to attend meetings when we started attending meetings in person again. Given this, the better economic offer came from Jana Spade. Ms. Spade would be taking over the responsibilities set forth on the job description approved by the Board at the February 18th meeting. It was moved by Kathy Grant that; Jana Spade be hired as the Districts new CFO. The motion was seconded by Martha Swaim and approved.
- 4.4 BOARD SELF EVALUATION - Part of the requirements to be re-certified by ACHD was that the Board conduct a self evaluation. Mike Wilhelm prepared a survey that was completed by all Board members along with the CFO and the Clerk of the Board. The results of the Survey were compiled and the response to each question was graded from A+ to F. All of the responses were reviewed by the Board and those areas with lower grades were discussed in more detail as were areas for improvement. The general topics were as follows:
- Mission, Values and Vision (Grades between B+ and B-)
 - Community Relationship (Grades between A- and B-)
 - Community Health (Grades between A+ and C)
 - Board Members Performances (Grades between A and C)
 - Board Meetings (Grades between A+ and B-)
 - Board Relationships and Communications (Grades between A+ and B)
 - Relationships with Professional Staff (Grades between A+ and B)
 - Financial Leadership (Grades A+ and A-)
- Overall the self evaluation was positive. It was agreed that more long range planning was needed and efforts to continue to develop Community Partners.
- 4.5 Assistance in COVID- 19 Inoculations-The Board is concerned about making sure that as many residents of the district get inoculated as possible. While efforts are ongoing the Board wants to know specifically what they can do to facilitate the process both as to speed and scope of coverage. Dr. Thusu, City County Member, and Jordon Webster, Dinuba Fire Chief both addressed the issue. It was agreed that both gentlemen would work on getting Grant proposals before the Board at the March 18th meeting. Given the press of time the Board would treat these proposals as urgency measures and waive the need to have the Grants considered at two separate meetings.
- 4.6 Ordinance 2121-1 Stipend Adjustment - The Ordinance was for an increase in Meeting Stipend by 5% per year for the period 2019 through 2022. It would make the increase retroactive for 2020 (\$110.25) and the stipend for meetings in 2021 would be \$116.76. The Ordinance increases retroactively It was moved by Javier Quevedo, seconded Margie Davidian to accept the Ordinance second reading as presented. Motion Passed.

5. MISCELLANEOUS COMMENTS

- 5.1 Alta Mission Statement. A Discussion was had over making more of an effort to focus on the Mission Statement of the District. It was agreed to place it front and center on each agenda of the board going forward..
- 5.2 A Date for a Community Partners Meeting -There is a questionnaire prepared and Margie Davidian will work with Mike Wilhelm to make sure that the questionnaires get out to potential attendees . Yvette Botello would like to move quickly on setting a meeting date. We will have to be mindful of the social distancing guidelines if t hey are still in force.
- 5.3 The FPPC Form 700 that was recently sent to all Board members must be completed and returned to the Clerk of The Board by April 1. 2021.

6. NEXT REGULAR MEETING

DATE: MARCH 18, 2021 **TIME: 11:00 AM** **PLACE: ZOOM**

7. ADJOURNMENT: 12:55 PM

Respectfully Submitted,



Irene Clements, Clerk of the Board
Alta Health District