

**ALTA HEALTHCARE BOARD MINUTES
ANNUAL ORGANIZATIONAL MEETING
THURSDAY, JANUARY 18, 2018
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 BESSLER	PRESENT
BOARD CLERK	IRENE CLEMENTS	PRESENT
ATTORNEY	MICHAEL WILHELM	PRESENT

GUESTS

1. **CALL TO ORDER**
Vice Chair Javier Quevedo was asked to chair the meeting and it was called to order at 11:41 am.
2. **INTRODUCTION OF BOARD MEMBERS, STAFF AND GUESTS**
3. **CONSENT CALENDAR**
Motion to approve the Alta Healthcare Minutes of December 14, 2017 as presented by Martha Swaim, 2nd by Margie Davidian and approved.
4. **PUBLIC COMMENT**
None
5. **ANNUAL ORGANIZATIONAL MEETING. (BY-LAW 5.2)**
The Bylaws require an annual organizational meeting be held in December of each year. Due to the volume of items on the December 2017 agenda the organization meeting was continued to January 2018
 - 5.1 Election of District Chairperson - Motion by Margie Davidian to have Yvette Botello serve as chair for 2018, 2nd by Javier Quevedo and approved.
 - 5.2 Election of District Vice Chairperson - Motion by Margie Davidian to have Javier Quevedo serve as Vice Chair for 2018, 2nd by Ray Millard and approved.
 - 5.3 Review of District Policies - Mike Wilhelm did a quick review of the policies currently in place since most of them had been adopted in the last 6 months.
 - Wilhelm focused attention on the conflict of interest policy.
 - He reviewed the procedure to comply with the expense form for Alta - expenses incurred, reimbursements, advances and the necessary accompanying receipt.
 - Also he reminded the Board of the process of approving grants. First an applicant must fill out a grant form to submit to the Board for a preliminary review. If the Board is then

interested in proceeding, the applicant would be invited to the next meeting and final consideration would be made at the next following meeting.

- 5.4 "Conflict of Interest - 700 Forms" will be provided to the Board by March and due to be returned to the Board Clerk by April 1, 2018.

6. OLD BUSINESS

- 6.1 Status and View of Alta Website to date- Mike Wilhelm
Wilhelm prepared a slide show of what will be on the ALTA HEALTHCARE website. Changes and additions can be made as needed and the company we have contracted with will keep us compliant with upcoming changes. Each member of the Board and staff is to have an e-mail address set up - or other means of contact information. It is hoped to have the website operational before the March meeting
- 6.2 Status of Certification - Mike Wilhelm - Everything is ready to apply for certification for the District by the Association of California Healthcare Districts except the Ethics Training certifications by Javier Quevedo and Cliff Bressler. Ethics Training must be completed to meet the legal requirements as well as part of the ACHD Certification process.
- 6.3 Name change for the District. At the last meeting the Board voted to change the name of the District to Sierra Valley Healthcare District, Post-meeting it was discovered that the name would be too similar to another nearby Healthcare District. Following a brief discussion, a motion was made by Yvette Botello to keep the name "ALTA HEALTHCARE DISTRICT", motion was seconded by Martha Swaim, and approved.
- 6.4 Healthcare Survey Form. The proposed Healthcare Survey Form was approved as drafted. Javier will translate the document into Spanish. Discussion and how to get publicity out to the public will continue at the next meeting.
- 6.5 Fiduciary and Theft Insurance - Mike Wilhelm will seek additional information and present his findings at the March meeting.
- 6.6 Policy XVI - Preservation & Destruction of District Records. Following a brief discussion, it was moved by Martha Swaim, seconded by Margie Davidian to keep the destruction of the District records current as provided by Policy XVI. Motion passed.
- 6.7 ACHD Leadership Academy in Sacramento February 8th and 9th. As of the this date, there was no definite confirmation of attendance from the Board.

7. NEW BUSINESS

- 7.1 Mr. Meyer - Monson Sultana School - Grant request for school nutrition project.
Mr. Meyer was unable to attend.
- 7.2 Wilhelm discussed the possibility of expediting a Grant approval process if the Board deemed it necessary.
- 7.2 Partnering for a 24 Urgent Care facility in Dinuba. - Martha Swaim addressed the need for a 24 hour Urgent Care in the Dinuba area. Urgent Cares' are available but on a 9 - 6 basis only. If the need arises, the patient must go out of the area for medical care. Martha will continue to pursue this problem with a possible solution.

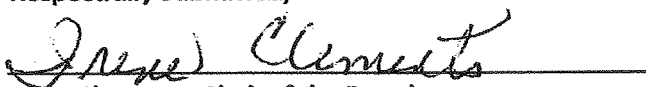
8. CLOSED SESSION -(Board Only) Government Code Section 54957

Pursuant to Government Code Section, Javier Quevedo announced that the Board would go into executive session to discuss and evaluate the Board's staff (Chief Fiscal Officer, Clerk of the Board and Attorney)

Coming out of Executive Session, Javier announced that no changes or decisions were made.

- 9 **APPOINTMENT OF CHIEF OFFICER AND CLERK OF THE BOARD**
Ray Millard made a motion to appoint Cliff Bressler as Chief Fiscal Officer and Irene Clements as Clerk of the Board for 2018, seconded by Martha Swaim and approved.
10. **THE NEXT MEETING:**
DATE: MARCH 15, 2018
TIME: 11:30 AM
PLACE: DINUBA LIBRARY
- 11 **ADJOURNMENT**
With no further business the meeting was adjourned at 1:45 PM

Respectfully Submitted,


Irene Clements, Clerk of the Board