

ALTA HEALTHCARE DISTRICT MINUTES
TELECONFERENCE ON ZOOM

MEETING DATE: THURSDAY, DECEMBER 10, 2020
TIME: 11:00 A.M.
SHELTER IN PLACE: ALL BOARD MEMBERS AND STAFF APPEARED THROUGH ZOOM

BOARD ATTENDANCE

AREA I	JAVIER QUEVEDO	VICE CHAIR	PRESENT
AREA II	KATHY GRANT		PRESENT
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 THOMPSON - DINUBA FIRE CHIEF
JORDON WEBSTER - DINUBA FIRE DEPARTMENT
STEVEN INGOLDSBY - LAFCO STAFF ANALYST

1. CALL TO ORDER
The meeting was called to order by Chairperson Yvette Botello at 11:00 a.m.
2. INTRODUCTIONS OF BOARD MEMBERS, STAFF AND GUESTS
3. SWEARING IN OF BOARD MEMBERS - Mike Wilhelm conducted the swearing in of:
 - 3.1 Kathy Grant - Area II
 - 3.2 Margie Davidian - Area V
4. CONSENT CALENDAR
 - 4.1 Motion to approve the Minutes of September 17, 2020 was made by Javier Quevedo, 2nd by Martha Swaim and approved.
5. PUBLIC COMMENT
None
6. LAFCO DRAFT MUNICIPAL SERVICES REVIEW
 - 6.1 Steve Ingoldsby, Staff Analyst for the Local Agency Formation Commission (LAFCO), presented the preliminary report done on the performance of the Alta District (this was last done in 2011). Overall the report was positive as to the performance of the Board.

He did express concern about the size of the legal fees being incurred by the District. The District should develop guidelines on reserves it retains. He also said that the District should continue discussions with Kaweah Delta towards either a merger or the formation of a JPA. The report will go before the LAFCO Board on January 20, 2021 to be approved in its final form. Ingoldsby invited the Board to attend the meeting when its report will be considered.

- 6.2 Questions and comments re: LAFCO report. The Board defended the legal fees paid to the Attorney Mike Wilhelm - all fees were necessary to accomplish the things that the District had accomplished to date in coming out of bankruptcy and reorganizing itself. Once there is a final report the Board will consider its recommendations.

7. OLD BUSINESS

- 7.1 Report of Current Investment Account - Cliff Bressler reported that there was \$926,000 in the Investment Account as of the end of November and he suggested that \$20,000 be moved to the checking account. More is not needed because a substantial amount will be received from property taxes in the month of December. It was moved by Margie Davidian to move \$20,000 from the Investment Account to the checking account, second by Marth Swaim. Motion passed.
- 7.2 Flash Report - Mike Wilhelm reported that after taking into account monies reserved for future years' grants, the District had currently \$780,000 available as general funds.
- 7.3 Grant Status Report - Mike Wilhelm reviewed the current grant status. At the January meeting, we need grant reports from Cutler-Orosi Unified on the AEDs and the Sports Complex; Tulare-Kings Campus Life on the Building Healthy Life Skills Program; and Valley Health Team, Inc. on the expansion of urgent care hours and services.
- 7.4 Budget Report - Mike Wilhelm provided a fiscal year to date status of actual expenditures versus budgeted amounts.

8. NEW BUSINESS

- 8.1 Report of ACHD Virtual Meeting - Yvette Botello attended the Virtual meeting and provided the board with a written report which included what other Healthcare Districts had done under the challenges of Covid in 2020. Yvette addressed the need to continue to work with our Community Partners along with the Board for a day long Study Session similar to the one conducted in October 2019. This would help the District to reassess and identify the current health needs in the community. Mike Wilhelm will develop a survey and get input from the Board. Yvette Botello, Margie Davidian and Martha Swaim will help to get the survey out to Community Partners. The survey will be sent out before the January Board meeting.
- 8.2 Distribution of Board Binders - Mike Wilhelm prepared and distributed to the Board binders for 2021-2. They contain relevant information for the Board along with all the District policies. The Board and Staff are to keep their books current as minutes, agendas and other matters are addressed.
- 8.3 Urgency Action to be taken to combat the spread of the Covid-19 Virus – There was discussion of the need to provide masks. No other recommendations were made at this meeting.

- 8.4 Turkeys for Medical Staff – Yvette had used the Chair’s Discretionary Fund to supply \$231 for Thanksgiving turkeys for nurses as a thank you for their service during this period of pandemic. Motion was made by Javier Quevedo and second by Martha Swaim to ratify the purchase of turkeys.
 - 8.5 Social Security Administration - Mike Wilhelm reported that he had been contacted by CALpers that under employment law the Alta Board members were to be classified as employees of the District. This means that the meeting stipend is to be considered pay as employees. This will require that Alta reclassify all payment from 2018 through 2020 as salary with required payroll taxes accounted for. Additionally, social security records have to be correct going back to the time each member joined the Board. Following a discussion of the overall situation, it was agreed to hire a CPA firm to work out the details with the State and IRS. They would also correct all the tax records and correct tax returns for the Board members during the 2018 through 2020 time period. It was also agreed to retain a payroll service to properly handle all payments to the Board going forward. Mike Wilhelm was to retain both the CPA and payroll services and get matters moving as soon as possible. It was moved by Javier Quevedo, seconded by Margie Davidian. Motion passed. Mike Wilhelm will report to the board at the January meeting what progress he has made with the CPA and payroll service.
9. GRANT REQUEST - REPORTS
 - 9.1 CSET Senior Services - Meals on Wheels provided a letter report. A representative for CSET will be on the Agenda for January to give a report on the use of the Grant. Yvette Botello will contact the representative.
 - 9.2 Cutler-Orosi Joint Unified School District Ribbon Cutting on Sport Complex - The ribbon Cutting was attended by Yvette, who reported that the Complex is being well used and very much appreciated by the families in the community.
 - 9.3 Budget adjustment if required. Not required.
 10. MISCELLANEOUS COMMENTS
 11. NEXT MEETING: JANUARY 21, 2021 AT 11:00 A.M. (ZOOM)
 12. ADJOURNMENT: 12:22 P.M.

Respectfully Submitted,

Irene Clements, Clerk of the Board
Alta Healthcare District