

ALTA HEALTHCARE DISTRICT MINUTES  
MEETING HELD AT DINUBA FIRE DEPARTMENT, 496 East Tulare Street, Dinuba, CA 93618

MEETING DATE: THURSDAY, MAY 19, 2022  
TIME: 11:00 A.M.  
LOCATION: EXCEPT AS NOTED BELOW, ALL BOARD MEMBERS, STAFF, AND GUESTS APPEARED IN PERSON

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	JANA SPADE	PRESENT (VIA ZOOM)
CLERK OF THE BOARD	STEFANE LAWSON	PRESENT
ATTORNEY	MICHAEL WILHELM	PRESENT

GUESTS

JORDAN WEBSTER	DINUBA FIRE CHIEF
ALEX PELTZER	PROSPECTIVE ATTORNEY, PELTZER & RICHARDSON LAW FIRM

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**MISSION: WE EXIST TO ENHANCE THE PHYSICAL AND MENTAL HEALTH OF ALL RESIDENTS OF THE DISTRICT FROM CONCEPTION TO FINAL PASSING.**

1. CALL TO ORDER – The meeting was called to order at 11:02 a.m. by Chairperson, Yvette Botello.
2. INTRODUCTIONS OF BOARD MEMBERS, STAFF AND GUESTS
3. CONSENT CALENDAR  
Motion to approve the Minutes of April 14, 2022, as presented, was made by Martha Swaim, seconded by Javier Quevedo and approved. Minutes of the April 14, 2022 Meeting shall be executed by Stefane Lawson, Clerk of the Board.
4. PUBLIC COMMENT  
Jordan Webster welcomed all Board Members, staff and guests to the Dinuba Fire Department and provided some operational updates for the Dinuba Fire Department, including expected delivery of their ambulance in June 2022; the two paramedic trainees are doing outstanding, they're committed to the programs and both are looking at a graduation date first part of 2023; City of Dinuba will have its first budget workshop with City Council this upcoming week.

## 5. PUBLIC HEARING ON PROPOSED BUDGET FOR 2022-23

- 5.1 Call to Order – The public hearing was called to order at 11:05 a.m. by Chairperson, Yvette Botello.
- 5.2 Public Comments and Questions - None
- 5.3 Board Questions and Discussion - None
- 5.4 Approval of Proposed Budget for 2022-23 - Motion to approve the Proposed Budget for 2022-23 was made by Javier Quevedo, seconded by Margie Davidian and approved.

## 6. GRANT APPLICATIONS, REPORTS AND INFORMATION

No Grant Applications now pending.

Michael Wilhelm reported that we expect to have five (5) reports at the July 2022 Board Meeting, reports from various grantees; there are no applications currently pending. Chairperson, Yvette Botello, suggested that the Board Members follow-up with the various grantees that they respectively brought in, and Michael Wilhelm confirmed that to be a good idea. Michael Wilhelm reported that Monson Sultana Unified is one of the grantees, Dinuba HS Medical Academy, the Orosi HS Career Pathways/Medical Academy and Open Gate Ministries are all grantees the Board shall hear from in July. Chairperson, Yvette Botello, asked various Board Members to follow-up with particular grantees in preparation of the July 2022 Board Meeting. Michael Wilhelm advised Board Clerk, Stefane Lawson, to provide the respective Board Members with the original applications so they know specifically what information they are seeking from the grantees.

## 7. OLD BUSINESS

### 7.1 Community Partners' Meeting – October 1, 2022

Chairperson, Yvette Botello, reported that a recommendation had been made by one of the Board Members that the October 1, 2022 Community Partners' Meeting be terminated, because Michael Wilhelm, whom is the facilitator, will be gone and unable to participate. Yvette Botello stated that the last Community Partners' Meeting defined who the community partners are and suggested that the Board Members move forward by reaching out to those community partners by way of a letter or in another fashion but cancel the now scheduled Community Partners' Meeting set for October 1<sup>st</sup>. Michael Wilhelm advised that the decision to do so is completely up to the Board Members and stated that he has no doubt that Alex Peltzer and his firm are capable of handling his [Michael Wilhelm's] position and responsibilities in this regard; if the Board Members want to approach their community partners in a different way, that is okay too, so long as the Board Members reach out to the community. The concern is the outreach needs to be effective, as LAFCO and the Grand Jury are concerned that the Board is not getting enough money out to the community; the Board needs to determine a way to engage the community, which partners the Board wants to provide funding and get those partners applications in.

Chairperson, Yvette Botello, asked of a vote by the Board Members of whether to continue the October 1, 2022 Community Partners' Meeting as currently planned. Margie Davidian: NAY; Kathy Grant: NAY; Martha Swaim: NAY; Javier Quevedo: NO.

Chairperson, Yvette Botello, stated that LAFCO, Kaweah Delta, Tulare County have all enlightened the Board that they need to do something different if the Board does not proceed with the Community Partners' Meeting as previously planned, such as a town hall meeting in each town.

Vice Chairperson, Javier Quevedo, suggested going to events for at least a couple of hours, setting up a booth, making sure that people know that the Board is out there and funds are available; the Board has the same people receiving funding, and we need new people to receive funds. How do we find those people?

Margie Davidian indicated that the Board has some really strong community partners and suggested that we take those existing community partners, meet at a restaurant or similar setting and discuss everyone's ideas.

Chairperson, Yvette Botello, asked if the Board would want to participate in such a setting all together, or instead take on five or six each and take them to lunch? Kathy Grant indicated she would rather proceed as a group.

Michael Wilhelm confirmed this would be considered legitimate business for the district.

Kathy Grant asked if the partners are strictly nonprofit organizations in the community. Michael Wilhelm confirmed that grants are to be provided to non-profits and other governmental bodies.

Vice Chairperson, Javier Quevedo, asked Jordan Webster if the Fire Department provides CPR training? Jordan Webster confirmed they do provide CPR training, providing three instructors on staff that are qualified by American Heart Association to instruct all the various types of CPR as well as some other medical training requirements for CPR. Vice Chairperson, Javier Quevedo, asked about the possibility of training coaches, such as Pop Warner coaches. Jordan Webster reported that there are different models in various cities, Seattle, WA being the best nationwide CPR training in his opinion and their rescue percentages for cardiac arrest the best in the country. Jordan Webster explained the level of infrastructure involved and, unfortunately, the main concern is personnel/manpower; Dinuba Fire Department is a small department, and such training is significant; it can be done and would be a tremendous investment in the community. Jordan Webster suggested putting together a proposal of a CPR training module that can be done in the community. Jordan Webster stated that the challenge is always going to be their primary mission (9-1-1 response) and the department is already pushing the limits on what can be accomplished out in the field and what can be offered in addition to. Jordan Webster will discuss with his staff different options.

Chairperson, Yvette Botello, indicated that the services provided can be charged by the department and the District pays for those services.

Vice Chairperson, Javier Quevedo, acknowledged that additional staff would be required to accommodate such training.

All Board Members agreed the CPR training would be a great benefit to the community. Chairperson, Yvette Botello, confirmed that the Board will cease the planning on the October 1, 2022 Community Partners' Meeting and decide on an alternate plan to engage the community in funding opportunities.

Alex Peltzer suggested that the Board Chair, Board Clerk and Vice Chair meet with him to discuss what is on the horizon, the pending issues, such as the community partners' replacement ideas, what might be needed by the staff members, brainstorm outside of a board meeting to discuss the number of items raised at today's meeting. The staff can then agendaize those items and follow-up accordingly. Alex Peltzer indicated that it would make sense, absent of an executive staff, that a meeting occurs sometime in June 2022 to discuss what agenda items need to be made. Board Clerk was directed to schedule such meeting for the second or third week in June 2022.

- 7.2 Report of Current Investment Account – Jana Spade reported that the investment account has taken a hit this month. Per the District's financial advisor, more adjustments were made, the District is still in gain position, but the market took a big hit this month.
- 7.3 Flash Report – Jana Spade asked if there were any questions about the Flash Report or current information supplied. There were no questions.
- 7.4 Grant Status Report – Nothing to report.
- 7.5 Budget Status Report – Jana Spade indicated that she has provided a recap on the banking, so details of all the checks that went out can be seen. Jana asked if there was any additional information the Board Members would like included.  
Chairperson, Yvette Botello, asked Michael Wilhelm about a discussion on iPads. Michael Wilhelm indicated that it needs to be on the agenda for the next meeting, as the Board Members are requesting to spend money. Michael Wilhelm asked Jana Spade to research the cost of getting all Board Members an iPad to use at each meeting in lieu of paper copies of everything. Michael Wilhelm directed this item be on the next agenda for discussion. Chairperson, Yvette Botello, expressed the benefits of an iPad to provide all the documents necessary for the agendas, eliminating the need for paper copies, enabling access to years' worth of documentation. Vice Chairperson, Javier Quevedo, explained the benefit of not printing documents, everything would be available on the iPad. Jana Spade will provide costs for both an iPad as well as a comparable generic device that may be less expensive than an iPad.
- 7.6 Budget Adjustments – None to report. Jana stated that if the Board does decide to get the proposed iPads, a budget adjustment would then be necessary at that time.
- 7.7 04/14/2022 Response to Grand Jury re their Findings and Recommendation – Michael Wilhelm confirmed the letter has been sent, which essentially confirmed that the District is responding accordingly; the letter was included on the Agenda as informational purposes only and to address any questions the Board Members may have. There were no questions by the Board Members.

## 8. NEW BUSINESS

- 8.1 New Ordinance 2022-01 to Update Board Wages – First Reading – Presented by Jana Spade and approved by all Board Members. Michael Wilhelm indicated the next agenda shall include the Second Reading on the New Ordinance 2022-01.

8.2 Approval of Ordinance 2022-01 – Motion to approve the New Ordinance 2022-01 was made by Javier Quevedo, seconded by Martha Swaim and approved.

8.3 Approval of Fee Agreement of Peltzer & Richardson LC – Motion to approve the Fee Agreement of Peltzer & Richardson LC was made by Kathy Grant, seconded by Martha Swaim and approved.

Alex Peltzer offered to answer any questions the Board Members might have. There were no questions.

Michael Wilhelm reported that the Board Members need to direct the transfer of his files to new legal counsel of the District, Peltzer & Richardson LC. Chairperson, Yvette Botello, asked for a motion by the Board Members for approval of the transfer files by Michael Wilhelm to Peltzer & Richardson LC, which was made by Javier Quevedo, seconded by Martha Swaim and approved.

Michael Wilhelm stated that he will ensure all records are transferred and stated that the one thing he is happiest about in the transition is that the District is provided with high quality professionals in all of the positions of the Board for moving forward, and he is comfortable with his exit, as the Board is now well represented.

8.4 BETA Healthcare Letter Dated 04/20/2022 – Michael Wilhelm explained that the letter is simply to provide status of what is to come. The District went through the same thing last year, the insurance was extended to accommodate, so the letter is essentially just for our information.

#### 9. MISCELLANEOUS COMMENTS/QUESTIONS – Board/Staff

Jana Spade indicated the auditor, Dennis Hylton, stepped down as it had been five (5) years. Accordingly there is a need for a new auditor. Jana Spade asked Alex Peltzer if he had any auditor recommendations for governmental districts. Alex Peltzer reported that his office works with several, he wants to review whom the prior auditors have been for the District before advising. Michael Wilhelm instructed Board Clerk Stefane Lawson to send Alex Peltzer the last several auditor letters received. Jana Spade advised that she has reached out to a few different firms who have responded that they do not do governmental audits. Alex Peltzer confirmed his office has some potentials and will advise Jana Spade accordingly.

10. NEXT MEETING DATE: JULY 21, 2022; TIME: 11:00 A.M.; PLACE: Dinuba Fire Department

11. ADJOURNMENT: 11:43 A.M.

Respectfully Submitted,



Stefane Lawson, Clerk of the Board  
Alta Healthcare District