

**Redbud Health Care District
Regular Meeting Board of Directors
August 28, 2018
9:30 a.m.**

Present: Lamont Kucer, Sue Burton, Bill Diener, Jim Scholz.

Absent: Brice Trask.

Lamont Kucer, Board Chair convened meeting at 9:33 a.m.

Jim Scholz led the Board in the Flag Salute.

Adoption of the Agenda

Conrad Colbrandt, General Manager, requested that Item XX be tabled at the June 2018 Financials had not been received from Marlene Wentz as she had been evacuated for eight days due to the Ranch Fire.

Citizen Input: None

MOTION, by Bill Diener table Item XX and to adopt the balance of the Agenda as presented. Seconded by Jim Scholz. Motion carried 4-0-1 absent.

Approval of the Minutes of the Regular Board Meeting held June 26, 2018.

Citizen Input: None

MOTION, by Jim Scholz to approve minutes from Regular Board Meeting held June 26, 2018, as presented. Seconded by Sue Burton. Motion carried 4-0-1 absent.

Public Comment: None.

Discuss and Consider RFA 2018-0004 – North Coast Opportunities, Inc. (NCO) Clearlake Food Pantry Report.

Ms. Tammy Alakszay, Program Manager, presented to the Board.

Ms. Alakszay shared with the Board specifics relating to the Clearlake Food Pantry Program. The program was forced to change significantly because the lease on the building from which NCO was operating was not renewed and a suitable new location that would meet the City of Clearlake conditions could not be found at a reasonable rental rate.

The Food Program continues to partner with Healthy Start for their Food Backpack Program and has created a Friday Food Give-a-Way Program that travels throughout the County and has stops within the District.

Ms. Alakszay provided financials and receipts as requested to substantiate the food purchases as required by the Grant Agreement.

Citizen Input: None

MOTION, by Sue Burton, to accept the report as provided and to fund the \$7,500.00 balance as provided for by the Grant Agreement 2018-0004. Seconded by Jim Scholz. Motion carried 4-0-1 absent.

Discuss and Consider RFA 2019-0010 – North Coast Opportunities (NCO) Gardens Project.

Ms. Ava Ryan, Program Manager, presented to the Board.

Ms. Ryan explained to the Board the parameters of the project and the success it has obtained in both lake and Mendocino Counties, with gardens producing more than 24,000 pounds of food in the previous year.

Ms. Ryan stated that previously her position and garden materials had been funded through the USDA and their grant period and funding was coming to an end. NCO was seeking funding for a salary of a .57 FTE for \$30,000.00 commencing in August 2018.

Citizen Input: Ms. Patty Bruder, Executive Director, of NCO shared the importance of how the gardens promote healthy food choice and even provide a calming therapeutic atmosphere for the gardeners.

MOTION, by Sue Buton, to deny the request at this time and suggest that the Board may be interested in the review of proposals for garden materials at a future date. Seconded by Bill Diener. Motion carried 4-0-1 absent.

Discuss and Consider RFA 2018-0009 – Year End Report – Lake County Literacy Coalition.

Mrs. Pam Klier, the Board Secretary, presented to the Board a report provided by Mrs. Susan Perry Board President.

Mrs. Klier reviewed with the Board the Year End Summary as provided, pointing out, the Coalition revenues, expenditures and numbers trained and learners served.

Citizen Input: None.

MOTION, by Sue Burton, to accept the RFA 2018-0009 - Year End Report as presented. Seconded by Bill Diener. Motion carried 4-0-1 absent.

Discuss and Consider RFA 2019-0009 – Lake County Literacy Coalition.

Mrs, Pam Klier, The Board Secretary, presented to the Board.

Mrs. Klier continued to explain to the Board the working plan for the Lake County Literacy Coalition for 2019, including the structural make-up of the organization, expected fundraising efforts other revenue and expenses.

Citizen Input: None.

MOTION, by, Bill Diener, to fund RFA 2019-0009 for \$5,0000.00 as requested. Motion carried 4-0-1 absent.

Discuss and Consider RFA 2018-0010 – Year End Report - Lake County Office of Education – Healthy Start.

Ms. Ana Sanata, Healthy Start Program Director, presented to the Board.

Ms. Santana reviewed with the Board an extensive summary of services provided within the Middletown and Konocti Unified School Districts. Ms. Santana continued that there are approximately 5129 students enrolled in the served schools of which 3,013 (185 pre-school) students were individually served. Also, 3,278 health screenings were provided.

Ms. Santana continued by elaborating on individual programs, other funding, and needs of the students within the community.

Citizen Input: Ms. Cynthia Lemmers, Deputy Superintendent that the Board for its support.

MOTION, by, Sue Burton to accept the RFA 2018-0010 Year End Report as presented by Ms. Santana. Seconded by Bill Diener. Motion carried 4-0-1 Absent.

Discuss and Consider RFA 2019-0007 - Lake County Office of Education – Healthy Start.

Ms. Ana Sanata, Healthy Start Program Director, presented to the Board.

Ms. Santana reviewed with the Board current services being provided within the Middletown and Konocti Unified School Districts, specific to school site locations. Ms. Santana continued that Healthy start will continue to provide cores services as outlined in their RFA.

Ms. Santana continued by elaborating on expense breakdowns per school site and discussed that the RHCD funding has helped to leverage approximately 6.2 million dollars in funding to the program.

Citizen Input: None

MOTION, by, Bill Diener to fund RFA 2019-0007 as requested and caution the LCOE that this level of funding is likely to be reduced in subsequent years. Seconded by Sue Burton. Motion carried 4-0-1 Absent.

Discuss and Consider RFA 2018-0006 – Year End Report - Live Oak Seniors, Inc.

Mrs. Susan Dufraim Executive Director and Mr. Pete Peterson presented to the Board.

Mrs.Dufraim and Mr. Peterson reviewed updated financial statements, balance sheets, and profit and loss statements with the Board.

Ms. Dufraim continued by elaborating on individual programs, numbers of meals served and other fundraising which took place during the year.

Citizen Input: None.

MOTION, by, Jim Scholz to accept the RFA 2019-0006 Year End Report as presented by Mrs. Dufraim and release the balance of the funding held back in the amount of \$18,000.00. Seconded by Bill Diener. Motion carried 4-0-1 Absent.

Discuss and Consider RFA 2019-0008 – Live Oak Seniors, Inc.

Mrs. Susan Dufraim Executive Director and Mr. Pete Peterson presented to the Board.

Mrs.Dufraim and Mr. Peterson reviewed plans for improvement of the financial performance of the Senior Center by additional fundraisers, payroll reductions, and better cost comparison shopping on food and supplies.with the Board.

Ms. Dufraim continued by elaborating on cuts to the Center by AAA, numbers based upon the number of meals served.

Citizen Input: Ms. Christina Whitworth suggested obtaining help from Woodland Community College, the Napa Culinary Institute and students and parolees needing community service hours.

MOTION, by, Sue Burton to fund RFA 2019-0008 for \$30,000.00. Seconded by Jim Scholz. Motion carried 4-0-1 Absent.

Discuss and Consider RFA 2018-0001 – Year End Report - Elder Day Services, of Lake County, CA, Inc.

Mrs. Jenny Johnson, Executive Director, presented to the Board.

Mrs. Johnson reviewed updated financial statements, balance sheets, profit, and loss statements, and numbers of clients served in Clearlake and Middletown with the Board.

Citizen Input: None.

MOTION, by, Bill Diener to accept the RFA 2018-0001 - Year End Report as presented by Mrs. Johnson. Seconded by Jim Scholz. Motion carried 4-0-1 Absent.

Discuss and Consider RFA 2019-0001 and 0002 – Elder Day Services of Lake County, CA, Inc.

Mrs. Jenny Johnson Executive Director and Ms. Melissa Fanning, CPA presented to the Board.

Mrs. Johnson and Mrs. Fanning reviewed plans for marketing and reestablishing the Middletown Program with the Board.

Ms. Johnson continued by discussing the importance of the program and marketing to get new clients that are not as far along in their dementia in the hopes of invigorating the program and providing a better cognitive service to the clients.

Citizen Input: None.

MOTION, by, Bill Diener to fund RFA 2019-0001 and 0002 for \$19,800.00. Seconded by Jim Scholz. Motion carried 4-0-1 Absent.

Discuss and Consider RFA 2018-0003 – Year End Report - Community Care HIV/AIDS Project.

Ms. Christina Whitworth, MSW, Program Director, and Ms. Denise Sschide, Counselor presented to the Board.

Ms. Whitwirth reviewed the submitted report with the Board. The report included numbers of clients served by week and monthly relating to Pantry usage, free and anonymous HIV Testing and HCV testing.

Ms. Whitworth announced that the annual AIDS Walk would return to Austin Park this year. CCHAP has been doing monthly testing in the Jail as well as Hilltop Recovery and The Ranch in Clearlake Oaks. CCHAP is looking to expand services and education in the schools.

Citizen Input: None.

MOTION, by, Bill Diener to accept the RFA 2018-0003 - Year End Report as presented by Ms. Whitworth. Seconded by Sue Burton. Motion carried 4-0-1 Absent.

Discuss and Consider RFA 2019-0011 – Community Care HIV / AIDS Project.

Ms. Christina Whitworth, MSW, Program Director, and Ms. Denise Sschide, Counselor presented to the Board.

Ms. Whitwirth and MS. Schrade continued relating to the personal stories of some of the clients who need special assistance and the stigma related to HIA/AIDS patients. Many are disowned by family members and have limited or no social network without the Drop-In Center and the services provided. Some Clients have a difficult time navigating the health care system and require help with appoints, travel and funding.

Citizen Input: None.

MOTION, by, Bill Diener to fund the RFA 2019-0011 – for \$40,000.00 with a cautionary statement that this level of funding may not be sustainable in future years. Seconded by Sue Burton. Motion carried 4-0-1 Absent.

Discuss and Consider Proposal from Kenney Dorsey Building and Janitorial Services.

Conrad Colbrandt, General Manager, reviewed the proposal from Kenny Dorsey Building and Janitorial Services, requesting a monthly rate increase of \$10.00 per month commencing September 1, 2018. Mr. Colbrandt noted that November 2016 was the last time the District received a request for an increase from Mr. Dorsey.

Citizen Input: None.

MOTION, by Sue Burton, to accept the proposal from Ken Dorsey’s Building and Janitorial Services commencing September 1, 2018. Seconded by Jim Scholz. Motion carried 4-0-1 absent.

Review Discuss and Consider May 2018 Financials as Prepared by Marlene Wentz, E.A. and June 2018 In-House Financials.

The Board Reviewed, Discussed and Considered the Financials as outlined above.

Citizen Input: None

MOTION, by, Sue Burton, to accept the financials as prepared. Seconded by Bill Diener. Motion carried 4-0-1 absent

Discuss and Consider the RHCD Fiscal Year 2018-2019 Draft Budget #1.

Conrad Colbrandt, General Manager, reviewed a Draft Budget #1 with the Board line by line and in comparison with the 2018 expenditures.

Citizen Input: None.

MOTION, by Jim Scholz, to accept the proposed Draft#1 as the RHCD Budget for the 2018-2019 fiscal year. Seconded by Bill Diener. Motion carried 4-0-1 absent.

Update from Conrad Colbrandt, General Manager.

For the sake of time, Mr. Colbrandt deferred his report to the Special Meeting to be held September 10, 2018, at 9:30 am at the District office.

Citizen Input: None.

Board Discussion: The Board continued discussion relating to the impacts of recent fires within the community and acknowledged the Cancellation of the Regular Board Meeting scheduled for July 31, 2018, as follows:

Citizen Input: None.

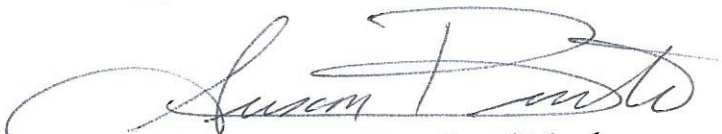
MOTION, by Jim Scholz, to formally acknowledge that July 31, 2018, Regular Scheduled Board Meeting was canceled due to mandatory and advisory fire evacuations and extremely poor air quality conditions. Seconded by Bill Diener. Motion carried 4-0-1 absent.

The Board requested for the General Manager to propose a form or letter of acknowledgment to grantees relating to the uncertainty of future funding and the fluid nature of the District tax revenues and other funding.

Next Meeting: Special Board Meeting Monday, September 10, 2018, at 9:30 am followed by a Regular Board Meeting to be held Tuesday, September 25th, 2018, at 9:30 am.

Adjournment: The Chair adjourned the meeting at 1:09 pm.

Respectfully submitted,



Susan Burton, Secretary, Board Member