

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

Present: Allen Gott, Sue Burton, John Eckhardt, Lamont Kucer

Absent: Bill Diener

Allen Gott, Board Chair convened meeting at 9:30 a.m.

Conrad Colbrandt led the Board in the Flag Salute.

Adoption of the Agenda

Conrad Colbrandt, General Manager, reported that as part of the Highlands Senior Service Center 2018-0007 Mid-Year Report, they are asking for funding for the second half of the fiscal year, necessitating a new RFA Number 2018-0017. HSSCI is requesting that they be allowed to make the request for assistance directly following their 2018 Mid-Year Report.

Citizen Input: None

MOTION, by Sue Burton to add the HSSCI request as Item VIII-a and adopt the balance of the Agenda as presented. Seconded by John Eckhardt. Motion carried 4-0-1 absent.

Approval of the Minutes of the Regular Board Meeting held January 30, 2018.

Citizen Input: None

MOTION, by Lamont Kucer to approve minutes from Regular Meeting held January 30, 2018 as presented. Seconded by Sue Burton. Motion carried 4-0-1 absent.

Public Comment: Mr. Loren Freeman, President of the newly re-established Lake County Youth Serves, Inc. aka Clearlake Your Center addressed the Board. Mr. Freeman explained to the Board the progress that has been made re-establishing the Clearlake Youth Center with new

Board Members and Community Volunteers. and discussed the current boxing program and other programs currently in development.

Mr. Freeman invited the Board and the Community to an Open House “Meet N Greet” to be held at the Clearlake Youth Center at 4750 Golf Avenue, Clearlake CA 95422 on Monday February 26, 2018 from 5:00pm to 8:00 pm.

Ms. Betsy Cawn invited the Board and the Community to a screening of a new documentary film relating to the wild fire coverage as reported by KPFZ on Saturday, February 10, 2018. Time and place to be determined.

Discuss and Consider RFA 2018-0012 Mid-Year Report – Redwood Community Services (RCS) Hygiene Grant.

Ms. Kimbralee Guerra, Program Supervisor, presented to the Board on behalf of RCS.

Ms. Guerra provided the Board with a detailed oral report and spread sheet highlighting the use and services for Transitional Age Youth, (15-25) provided at the RCS Harbor on Main in Lower Lake. Ms. Guerra explained that many Youth in the Clearlake and Lower Lake areas do not have the necessary resources and knowledge to engage in healthy hygiene rituals such as showering, laundering their clothes, and practicing good oral hygiene. Studies suggest that poor hygiene is the main source of truancy for children in the United States. With implementation of the Hygiene Closet at the TAY Center, youth have access to products regardless of their socio-economic status. Breaking down the barriers that impact youths’ ability to accessing much needed resources has empowered them to progress towards meeting personal, professional, and educational goals that may have once seemed unattainable.

Ms. Guerra asked the Board if some of the Hygiene Grant funds could be used for socks, and undergarments and the Board concurred.

Citizen Input: Lisa Gilmore of the Lake County Office of Education – Healthy Start Program confirmed that students are often ostracized when they smell bad and or their cloths are not clean.

MOTION, by John Eckhardt accept the RFA 2018-0012 Mid-Year Report as presented and allow the Grantee to use an undetermined portion of the funding for socks and undergarments as requested, by Ms. Guerra. Seconded by Sue Burton. Motion carried 4-0-1 absent.

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

Ms. Ana Santana, Healthy Start Director and Ms. Lisa Gilmore, Staff presented to the Board.

Ms. Santana presented an in-depth analysis of services provided to students and their siblings from within the Health Care District and enrolled in the Konocti Unified School District and the Middletown Unified School District. Ms. Santana stated that between the two districts there are 5,224 students enrolled and the Healthy Start Program has served 2,499 or 47.84 % of those unique students in the first two quarters of the school year.

In Konocti Schools there were total service units of 52,280 with 19,540 individual services and 32,740 group services.

In Middletown Schools there were total service units of 8,263 with 3,162 individual services and 5,101 group services.

Ms. Santana and Ms. Gilmore explained that the service needs continue to grow as resources continue to decline stating that many of the services offered through Healthy Start are not available at any other agency.

Citizen Input: Mr. Loren Freeman announced that he and the Lake County Your Services, Inc. / Clearlake Youth Center would like to collaborate with LCOE and Healthy Start on several projects.

MOTION, by Sue Burton accept the RFA 2018-0010 Mid-Year Report - LCOE – Healthy Start as prepared and presented. Seconded by Lamont Kucer. Motion carried 4-0-1 absent.

Discuss and Consider RFA 2018-0007 – Mid -Year Report - Highlands Senior Service Center, Inc – Senior Nutrition Program.

Ms. Joyce Overton, Executive Director, presented to the Board.

Ms. Overton reviewed with the Board an accounting of funds granted and continued that the Center had served approximately 32,288 meals in the calendar year 2017, up 2,184 meals for the year, while donations from clients dropped dramatically from \$17,439.15 from 2016 to \$13,290.01 in 2017.

Ms. Overton reports 636 C-1 Unduplicated Clients and 163 C-2 Unduplicated Clients with an average cost per C-1 meal of \$4.46 and an average cost of C-2 meals at \$6.14 (due to the cost of trays and mileage).

Ms. Overton reported on fundraising activities past and future as well as continued outreach to business, service groups and churches.

Citizen Input: None.

MOTION, by Lamont Kucer to accept the RFA 2018-0007 Mid-Year Report from the Highlands Senior Service Center, Inc. as presented. Seconded by John Eckhardt. Motion carried 4-0-1 absent

Discuss and Consider RFA 2018-0017 – Highlands Senior Service Center, Inc – Senior Nutrition Program.

Ms. Joyce Overton, Executive Director, continued with her presentation to the Board requesting \$40,000.00 funding for the second half of the fiscal year.

Ms. Overton reviewed with the Board various fundraising activities past and future as well as continued outreach to business, service groups and churches to gain additional funding with an eye for attracting larger high dollar business and corporate yearly sponsors. Ms. Overton expects a significant turn out for March for Meals this year.

Citizen Input: None.

MOTION, by Lamont Kucer to fund the RFA 2018-0017 Highlands Senior Service Center, Inc. Senior Nutrition Program as presented in two quarterly installments provided that a satisfactory report is received by the District after the third quarter. Seconded by John Eckhardt. Motion carried 4-0-1 absent

Discuss and Consider RFA 218-0006 – Live Oak Seniors, Inc – Senior Nutrition Program.

Ms. Susan Dufrain, Executive Director, newly appointed, introduced herself and presented to the Board along with Board President Mrs. Theresa Castillo and Accountant Mr. Pete Peterson. The trio explained to the Board actions taken and action plans to complete the tasks and suggestions as requested by the RHCD Board.

Citizen Input: Mrs. Margaret Medeiros looks forward to a complete operational audit of the organization and hopes for significant improvements under the new Executive Director.

MOTION, by John Eckhardt to memorialize in writing to the MS. Susan Dufrain and the Board of the Live Oak Seniors, Inc. that the RHCD Board is still awaiting:

1. A complete in-depth Operational Audit of the Organization.
2. A letter from the Area Agency on Aging (AAA) that the Live Oak Seniors, Inc. are in full compliance regarding all aspects of their contract.
3. A pay schedule for each department, employee, and volunteer (including Board Members).

Seconded by Lamont Kucer. Motion carried 4-0-1 absent

Discuss and Consider the RHCD 2017 Annual Audit and Management Report as prepared by Fechter and Company, CPA's.

Conrad Colbrandt, General Manager presented to the Board the 2017 Audit and Management Report as prepared by Fechter and Company CPS's with a correction noted on page three.

Citizen Input: Ms. Betsy Cawn noted and applauded the District for a "Clean Audit".

MOTION, by Sue Burton to accept and approve the 2017 Redbud Health Care District, Audit and Management report as prepared by Fechter and Company, CPA's noting a correction of a typographical nature on page 3. Seconded by John Eckhardt Motion carried 4-0-1 absent.

Review, Discuss and Consider November 2017 Financials Prepared by Marlene Wentz, E.A. and December 2017 In-House Financials.

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

Citizen Input: None

MOTION, by John Eckhardt to accept the financials as prepared. Seconded by Lamont Kucer. Motion carried 4-0-1 absent.

Update from Conrad Colbrandt, General Manager.

Mr. Colbrandt reported to the Board on the following:

- a. Conrad will be traveling to Santa Barbara on Friday, February 2, 2018 to attend an Adventist Health System Wide Governance Conference and will return on Tuesday, February 6th, 2018. Adventist Health will reimburse Conrad directly for all expenses incurred thereby.
- b. The PIT Count took place on January 23, 2018 and we will be receiving more information very soon. At first review it appears more than 210 additional homeless were captured this year bringing the total this year to aver 610.
- c. Reported on the training status of the Board.
- d. That Kate Gaston is no longer the CCHAP Program Director and Amy E. Diffley, Executive Care Management Corporation will act as Director in the interim until a new Program Manager can be hired.
- e. Conrad participated as an Interview Judge at the Lake County Academic Decathlon.

Citizen Input: None.

Board Discussion:

Allen Gott, Board Chair and Board Member for Zone 2 announced that he and his wife have decided not to rebuild their home lost in the October 8, 2018 Sulpher Fire, at this time, and will be relocating out of the area. Mr. Gott intends to resign his office and that the March 27, 2018 Regular Board Meeting will be his last unless the Board wishes him to depart at an earlier date.

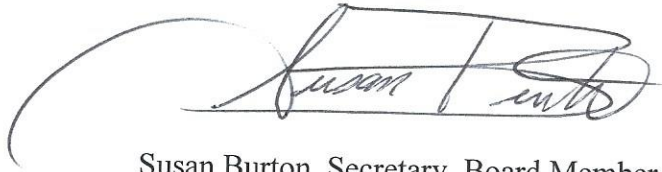
Treasurer and Board Member for Zone 3 John Eckhardt notified the Board that his home has been sold and is currently in escrow and that should the sale be completed his last meeting will most likely be March 27, 2018 as he and his wife intend to move out of the area.

Citizen Input: Ms. Betsy Cawn stated that is unfortunate to the District and the Community that Board Members, Allen Gott, and John Eckhardt will be leaving our Community.

Next Meeting: February 27, 2018.

Adjournment: The Chair adjourned the meeting at 11:30a.m.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Susan Burton". The signature is written in black ink and is positioned above the printed name. It features a large, sweeping initial "S" and a stylized "B".

Susan Burton, Secretary, Board Member