

LINDSAY LOCAL HOSPITAL DISTRICT  
BOARD OF DIRECTORS  
MINUTES

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Regular Meeting:  
January 17, 2017  
5:30PM

Hospital District Boardroom  
831B N. Sequoia Ave.  
Lindsay, CA 93247

1. OPEN SESSION

- a. The meeting was called to order by President Greg McQueen at 5:32
- b. Flag Salute was led by Director Theresa Hurtado

2. ROLL CALL

Directors: Cindy Baker, Greg McQueen, Ivet Soria, Theresa Hurtado. Rick Loftin absent.  
A quorum is recognized.

3. APPROVAL OF AGENDA

Director Soria requested adding action item to discuss Technology update to promote Board and updating contact information so residents can contact board as needed.

Director Baker requested additional payables to consent calendar for Office Supplies and Décor.

Motion to approve the agenda with change.

Motion: Director Baker

Second: Director Soria

Vote: Unanimous (motion approved)

4. PUBLIC COMMENT

No public comment heard at the meeting.

5. CONSENT CALENDAR

No discussion from the Board.

Motion to approve consent calendar.

Motion: Director Baker

Second: Director Soria

Vote: Unanimous (motion approved)

6. REPORT(S) & INFORMATION

- a. Correspondence: Director Hurtado reported a letter from Morris, Prague, Groen & Neese. Announcing acquisition by M Green and Company, LLP based in Tulare. Effective 1/1/17 name changed to M Green and Company, LLC.
- b. Rental Report: President Greg McQueen reported on the income from the rentals for the month of December. Also reported that Tulare District gave notice that they are leaving at end of January and Kaweah Delta interested as well as Adventist Health Care. Director McQueen also updated on emergency repairs as well as upcoming repair needs.
- c. Remodel project update: Merced Doria discussed signage for our properties and brought example photos to compare. There will be one 24" x 18" sign "Lindsay Local Hospital District Board Room" affixed by entrance door. Estimate cost of that sign \$400. Signage for other buildings discussed and Merced will work on sizes, proportion and costs. Ivet will get information for Logo and have bids at next meeting. Estimated cost \$200. Also discussed having a Board for posting Agendas, informational information, and events.

- d. Lindsay City Manager: Bill Ziggler introduced himself. He has been with the City for over 17 years and has recently taken the City Manager position. Mr. Ziggler thanked the Board for the partnership with the wellness center as well as thanking Clint for his ability to maintain the Wellness Center while being frugal.

Mr. Ziggler discussed that at present Wellness Center is mostly being used for parties, quincenera's and it could be used for so much more. Working on vision for facility.

He also states that the center could be used more for community education as there is an obesity epidemic, diabetes, asthma, allergies and more. There are unique opportunities that come with financial challenges that he wants to work together for the community.

Mr. Ziggler states he has an open door to the community and wants public to know they can make an appointment and he will meet with them. He wants to be a good partner for City of Lindsay and Lindsay Local Hospital Board of Directos.

- e. Clint Ashcraft gave all Board Members invites to the "Get Up and Move" program being held at McDermont. Encouraged all to come observe the average day in the program.

Update on pool which had repairs but was shut down for approximately 1 ½ months. Heater will be turned on 1/18/17 and pool will open 1/23/17. now in full use. Rust spots cut out, drain grates changed, brackets cut out and replaced, re-grouting, acid wash and replacement of broken tiles. He explained a third of the rim tiles being replaced. Director Baker asked cost of replacing all rim tiles so they match. Estimated at \$5000. Clint stated the tiles had warped and were a safety hazard causing trips and falls.

Clint will get an estimate for remaining tile replacement and present at next Board meeting.

Clint also discussed Health Advisory meeting and services available in Lindsay. Adding nutrition piece with the El Rancho vegetable garden which is located on 5 acres donated to project. Goal is to tie the garden project into nutrition education.

425 members now at Wellness Center. Some ideas are adding new classes, community memberships which are more affordable to families as it will be reduced rates for everyone in household, also student memberships.

Clint introduced Brett Harmon, Director of Finance, who provided financial update and discussed fiscal year (July to June). He suggested making purchases through City as opposed to Board to prevent Use Tax. Cindy Baker to check with our accountant and we will revisit. Brett provided his contact information for any inquiries.

- f. Diabetes Center Planning update: No update available.
- g. ADA Compliance project update: Tom McCurdy unable to attend. Director McQueen reported that a walk through was performed this morning. There are a few things not finished but are expected to be completed soon. Starr Warson will follow up.
- h. Receive Bylaws for review: Bylaws were distributed and will be reviewed by next meeting for approval.
- i. Website Update: Director Soria states the website needs to be updated and cleaner. She states it is not user friendly and needs updated regularly with emails and pictures as appropriate. Director Hurtado has contacted OACY to get administrative rights as well as password so that updates can be made. Minutes from 12/13/16 submitted so that OACYs can update Board Member information and give access to new Secretary. Starr Warson states he will follow up as well and contact OACYs. Also discussed was Facebook page to promote what Board is doing as well as community events, wellness issues, and other information for public. Director Hurtado will work on setting up a Facebook page once OACYs web page has been updated so that they are linked and Facebook updates are on that web page as well. Logo can also be implemented once approved.

7. ACTION ITEMS

- a. Consideration/Approval of signage funding & design proposal.  
No action taken on this item.
- b. Consideration/Approval of General Duties policy.  
A motion was made to approve the General Duties policy as presented.  
Motion: Director Soria  
Second: Director Hurtado  
Vote: Unanimous (motion approved)
- c. Consideration/Approval of Document Retention policy.  
A motion was made to approve the Document Retention policy.  
Motion: Director Baker  
Second: Director Hurtado  
Vote: Unanimous (motion approved)
- d. Consideration/Approval Resolution 2017-01.  
Discussed Stipend and Per Diem. Changes made to rates.  
A motion was made to approve Resolution 2017-01 with changes.  
Motion: Director Baker  
Second: Director Soria  
Vote: Unanimous (motion approved)
- e. Consideration/Appointment of Finance Committee.  
A motion was made to appoint Director McQueen to serve on Finance Committee with Director Baker.  
Motion: Director Baker  
Second: Director Hurtado  
Vote: Unanimous (motion approved)
- f. Consideration/Appointment of Property Coordinator.  
A motion for Director McQueen to continue as Property Manager.  
Motion: Director Soria  
Second: Director Hurtado  
Vote: Unanimous (motion approved)
- g. Appointment(s) to Health Advisory Committee.  
This item tabled until next regular meeting. No action was taken at this time.

8. ADJOURN OPEN SESSION

The President adjourned the open session under his/her powers as chairman of the board at 7:20PM.

9. CONVENE CLOSED SESSION

Closed Session Convened. The President convened the closed session at 7:21PM. Separate minutes are kept for the closed session.

10. RECONVENE OPEN SESSION

- a. Reconvened. The President reconvened the Open Session at 7:28.  
The President announced the results of the closed session to approve the hiring of non-employee Administrative Assistant to the Board. Director Hurtado will perform phone interviews and she will bring results back to Board for final decision.

11. LEGAL COUNSEL REPORT

Starr Warson gave an update of the Memorandum of Understanding with Exeter Ambulance. Starr will draft and will present to Board for approval. Items discussed were boundaries, services provided, Logo on Vehicle.

Starr will also follow up with OACYs regarding access to website for updates.

Starr discussed the need for a Podium and board packets for the public attending the meetings. He will look into cost of podium.

700 Forms were distributed and signed by Board members present and will be kept on file in Board Office.

Ethics Training is scheduled for February 10, 2017

12. ADJOURN

Motion to adjourn the meeting at 7:36PM.

Motion: Director Soria

Second: Director Hurtado

Vote: Unanimous (motion approved)

Submitted,



Theresa Hurtado

Secretary