

**LINDSAY LOCAL HOSPITAL DISTRICT
BOARD OF DIRECTORS
MINUTES**

Regular Meeting:
December 13, 2016
5:30PM

Lindsay Wellness Center
860 N. Sequoia Ave.
Lindsay, CA 93247

1. OPEN SESSION

- a. The meeting was called to order by President Greg McQueen at 5:29PM
- b. Flag Salute was lead by Director Loftin

The meeting was moved to the District Boardroom at 831B N. Sequoia Avenue, Lindsay, CA. All persons walked to the new boardroom. Notice was put on the door fo the move with directions to the boardroom.

2. INSTALLATION OF ELECTED DIRECTORS

Supervisor Ishida installed the elected directors:
Ivet Soria
Theresa Hurtado
Greg McQueen

3. ROLL CALL

Director Baker
Director McQueen
Director Loftin
Director Soria
Director Hurtado
(A quorum is recognized)

4. ELECTION OF OFFICERS

- a. Nominated for President: Greg McQueen
 - b. Nominated for Vice President: Rick Loftin
 - c. Nominated for Treasurer: Cindy Baker
 - d. Nominated for Secretary: Theresa Hurtado
- The officers were elected by unanimous vote.

5. APPROVAL OF AGENDA

No revisions were received.
Motion: Director Baker
Second: Director Loftin
Vote: Unanimous
The agenda was approved as presented.

6. PUBLIC COMMENT

A member of the public commented to the importance of the Lindsay Diabetes Project to the community of Lindsay and the good results from the program

7. CONSENT CALENDAR

No discussion from the Board
Motion: Director Loftin
Second: Director McQueen
Vote: Unanimous
The consent calendar was approved.

8. REPORT(S)

- a. Correspondence: The interim secretary (Starr Warson) reported to a letter regarding changes to the property insurance from the insurance carrier and a notice regarding the ADA project contractors.
- b. Rental Report: The Rental Manager (Director McQueen) reported on the income from the rentals for the month of November, and the need to fill in some spaces he deemed to be a hazard. He would report on the filling at the next meeting after it was done.
- c. Remodel Project Update: Merced Doria explained the new project for 839 N. Sequoia that Kaweah is interested to rent. He brought proposed plans and said more would be discussed with Kaweah to fully develop their needs for the new rental space.
- d. Potential Rental with KDHC: Director McQueen explained that Kaweah had expressed interest to rent the space at 839 N. Sequoia Ave., and that further discussions would be coming. He expected a new lease would be discussed in the coming weeks.
- e. Wellness Center update: Cline Ashcroft explained the new shade materials that had been erected and pool maintenance to be on going. Winter hours were discussed. Director Soria asked about the cut back in hours, Mr. Ashcraft further explained the need to limit the winter hours based on actual use of the facility. Director Baker asked if the new equipment had arrived, Mr. Ashcraft said it had and was in use.
- f. Diabetes Center Planning Update: Linda Ledesma addressed the progress in the programs and some of the concerns brought in the last meeting. She addressed the importance of the project, meetings with supporting physicians. She explained the methods to expand the patient/client base in the coming months.
Tom Rooney (Superintendent of Lindsay Schools) stressed the importance of the project and that community support was crucial to its success.
Director Soria said that fitness and exercise should be more of a part of the programs under the project. Ms. Ledesma agreed but said it was not easy to get the patients/clients to participate.
- g. ADA Compliance Project Update. Tom McCurdy of Quad/Knoff discussed some of the difficulties with the coordination with the building tenants and explained the striping and signage was now being done. He explained that most of the work was complete, with railings being on order.

9. ACTION ITEMS

- a. Consideration/Approval of funding request from Health Kids/Healthy Lindsay - Diabetes Integrated Project Program.
Ms. Ledesma explained the revisions in the budge proposal, the elimination of some administration costs, that they had more 'in kind' participation from staff to the program. Director Soria commented there should be more fitness and more cooperation from local facilities and professionals to support the program. Ms. Ledesma observed that Mr. Ashcraft of McDermonnt supports the program as much as possible, but some costs are unavoidable and many of those served cannot afford the costs.
Director Baker said it was a good program and the revisions were in line with the comments from the prior month.
Director Loftin observed as the program 'ramps up', it will likely be better supported.
Motion was made to approve the funding. Further discussion was had whether to amend the request to reflect more for exercise and fitness. Ms. Ledesma said she would consider it, and possibly submit for further support in the future.

Motion: Director Baker
Second: Director Loftin
Vote: Unanimous

The request was approved.

b. Consideration/Approval of JT2 pay request for ADA project.

Tom McCurdy explained the pay request for the ADA project in two sections. First part was the request for partial payment of \$105,577.67 as supported by the contractor's application.

Motion: Director Loftin
Second: Director Baker
Vote: Unanimous

The request was approved.

Second part addressed the requests for proposed 'change orders' as shown in the materials from the contractor. Mr. McCurdy explained they recommended approval of POC 1, 2, 3, 5, and 7 but not for POC 4 and 6. The amount proposed was \$2,250.70.

Motion: Director Loftin
Second: Director McQueen
Vote: Unanimous

The request was approved.

c. Consideration/Approval of renewed lease for 835 N. Sequoia (Dr. A.G. Hwang).

Starr Warson addressed the renewal provision in the current lease with Dr. Hwang. It was recommended the lease be renewed for another 12 month term.

Motion: Director Baker
Second: Director Loftin
Vote: Unanimous

The lease was renewed.

d. Consideration/Approval of costs suffered by construction (Dr. A.G. Hwang).

Starr Warson discussed the expenses suffered by Dr. Hwang's office but that no representative was present to discuss the expenses beyond the materials with the Director packets. Director Baker said the tenant was very good over the years, and the board should approve the reimbursement.

Motion: Director Baker
Second: Director McQueen
Vote: Unanimous

The request for reimbursement was approved.

e. Consideration/Approval of Board meeting dates for regular meetings in 2017.

The board considered whether to change the regular meeting dates/times from the existing third Tuesday date at 5:30. The Directors discussed their personal schedules and it was determined no change was needed.

No action taken.

f. Consideration/Approval of signage funding & design proposal.

Merced Doria said he was still looking for proposals and would update at the next meeting

No action taken.

g. Consideration/Approval of General Duties policy.

The policy document ready and said there was no real necessity for action, but would provide the materials at the next meeting.

No action taken.

h. Consideration/Approval of Document Retention policy.

The policy document ready and said there was no real necessity for action, but would provide the materials at the next meeting.

No action taken

10. ADJOURN OPEN SESSION

The President adjourned the open session under his/her powers as chairman of the board at 7:25PM.

11. CONVENE CLOSED SESSION

- a. Closed Session Convened The President convened the closed session at 7:25PM.
Separate minutes are kept for the closed session.

12. RECONVENE OPEN SESSION

- a. Reconvened The President reconvened the Open Session at 7:48PM.
The President announced the results of the closed session to approve the opening of a non-employee position for an Administrative Assistant to the Board, that the job description and pay scale was accepted, and that an informal search for an appropriate person would commence.

13. LEGAL COUNSEL REPORT

Counsel had nothing to report. The treasurer explained the procedures for director fees.

14. ADJOURN

The meeting was adjourned at 7:54PM
Motion: Director Baker
Second: Director Soria
Vote: Unanimous

Submitted,



Starr Warson
Filling in for secretary