

**Redbud Health Care District  
Special Meeting Board of Directors  
February 26, 2019  
9:30 a.m.**

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

**Absent:** None.

Lamont Kucer, Board Chair convened the meeting at 9:30 am.

Sue Burton led the Board in the Flag Salute.

**Adoption of the Agenda**

Conrad Colbrandt, General Manager, stated that Ana Santana has requested that the Board Discuss and Consider a Letter of Support for Lake County Blooms Healthy Together Project as the letter is time sensitive.

**Citizen Input:** None

**MOTION**, by Sue Burton, to add the Lake County Bloom request to the Agenda as Item 6a. Seconded by Bill Diener. Motion carried 5-0.

**MOTION**, by Sandy Richards, to adopt the balance of the Agenda as presented. Seconded by Sue Burton. Motion carried 5-0.

**Approval of the Minutes of the Regular Board Meeting held January 22, 2019.**

**Citizen Input:** None

**MOTION**, by Sue Burton to approve minutes from the Regular Board Meeting held January 22, 2019, as presented. Seconded by Jim Scholz. Motion carried 5-0.

**Public Comment:** None.

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

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

Ms. Santana reported that approximately 29.75%, or 1,658 of 5,574 students enrolled in the Konocti Unified School District and Middletown Unified School District were provided services by Healthy Start in the first 6 months of the fiscal year.

In the Konocti Schools there were 4,378 Individual Services, and 21,664 Group Services for a total number of service units of 26,042.

In the Middletown Schools there were 184 Individual Services, and 3,502 Group Services for a total number of service units of 3,684.

Additionally, Ms. Santana spoke to each of the services provided at each school as well as the 20 services and programs offered, referred and utilized.

Ms. Santana submitted the LCOE June 2018 Audit Report, Program Documentation and a success story letter of support.

**Citizen Input:** None

**MOTION**, by Sandy Richards, to accept the RFA 2019-0007 - Mid-Year Report – LCOE – “Healthy Start” as presented and release funding for the second half of the fiscal year. Seconded by Jim Scholz. Motion carried 5-0.

**Discuss and Consider Letter for Support for Lake County Blooms Healthy Together Project - LCOE.**

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

Ms. Santana requested a letter of support for a grant application that would provide funding for innovative strategies, services and focus on programs and services for that are the core of helping 0-5-year-old children and families thrive in Lake County.

**Citizen Input:** None

**MOTION**, by Sue Burton, to direct Conrad Colbrandt, General manager to prepare, sign and deliver the suggested letter of support on behalf of the District. Seconded by Bill Diener. Motion carried 5-0.

**Discuss and Consider RFA 2019-0004– Mid-Year Report- Lake County Youth Services, Inc.**

Mr. Loren Freeman, President and Karl Kohlruss, Treasurer, presented to the Board.

Mr. Freeman provided first 6-month financials and spoke to various current and potential funding sources. Mr. Freeman stated that in the past year and a half the Youth Center has provided and or is in the process of instituting nearly 30 programs for local youth and attendance has increased substantially as new programs and services are offered. The school bus has even added a stop to drop off students to participate in the Center’s after school programs.

**Citizen Input:** None

**MOTION**, by Sue Burton, to accept the RFA 2019-0004- Mid-Year Report – Lake County Youth Services as presented and release funding in the amount of \$24,290.50, for the second half of the fiscal year. Seconded by Sandy Richards. Motion carried 5-0.

**Discuss and Consider RFA 2019-0006– Middletown Senior Citizens, Inc. Nutrition Program – Report.**

Ms. Lori Tourville, Executive Director, reported to the Board.

Ms. Tourville shared with the Board that they served approximately 10,372 congregate meals in the first 6 months of the fiscal year which is an increase of 685 more meals than the same time period the previous year. The center provided meals to 46 homebound seniors in the Hidden Valley Lake, Middletown and Cobb areas, up 11 seniors over the prior time frame.

The total cost of the meal inclusive of all expenses to run the Center run approximately \$8.00 per meal. The center receives approximately \$3.08 per meal in the congregate setting and \$1.17 per meal from the Meal on Wheels participants.

The center has raised \$5,233 fund-raising while their thrift store has raised \$5,811.50 during the first 6 fiscal months of operation. Additional fund-raising opportunities are planned for the balance of the year and additional “Like Kind” donations are being sought.

**Citizen Input:** None

**MOTION**, by Sue Burton, to accept the RFA 2019-0006 – Middletown Senior Citizens, Inc. – Nutrition Program – Report as presented to the Board. Seconded by Bill Diener. Motion carried 5-0.

**Discuss and Consider RFA 2019-0016– Middletown Senior Citizens, Inc. Nutrition Program – Request.**

Ms. Lori Tourville, Executive Director, reported to the Board.

Ms. Tourville continued to explain planned fund-raising activities for 2019 and reviewed support from other civic organizations and businesses in the community.

Ms. Tourville shared the financial projections for the balance of the year with anticipated income and cash flows stating the Senior Nutrition program at the Center could not survive without the financial contributions of the RHCD,

**Citizen Input:** None

**MOTION**, by Jim Scholz, to fund RFA 2019-0016 – Middletown Senior Citizens, Inc. – Senior Nutrition Program request in the amount of \$30,000.00 as submitted. Seconded by Sandy Richards. Motion carried 5-0.

**Discuss and Consider RFA 2019-0008– Live Oak Seniors, Inc. Nutrition Program – Report.**

Mrs. Susan Dufrain, Executive Director, reported to the Board.

Mrs. Dufrain shared with the Board that they served approximately 5,115 congregate meals in the first 6 months of the fiscal year and approximately 5,900 meals to their homebound “Meals on Wheels” seniors which represents an increase of approximately 1,100 more meals that the same time period in the previous year.

Mrs. Dufrain reviewed the Live Oak financials in detail with the Board and shared future fund-raising and cost cutting opportunities. The goal of the center is to continue to provide value added services over and above the meals as able and best as possible.

**Citizen Input:** None

**MOTION**, by Sue Burton, to accept the RFA 2019-0008 – Live Oak Seniors, Inc. – Nutrition Program – Report as presented to the Board. Seconded by Jim Scholz. Motion carried 5-0.

**Discuss and Consider RFA 2019-0015– Live Oak Seniors, Inc. Nutrition Program – Request.**

Mrs. Susan Dufrain, Executive Director, reported to the Board.

Mrs. Dufrain continued to explain planned fund-raising activities for 2019 and reviewed support from other civic organizations and businesses in the community. The Center has received donations from 100 Women Strong, PG&E, The Clear Lake Oaks Business Association and The Wine Alliance.

Mrs. Dufrain shared with the Board that the Center provides 10 to 15 support services and classes to the seniors many of which are community building and health related.

**Citizen Input:** None

**MOTION**, by Jim Scholz, to fund RFA 2019-0016 – Middletown Senior Citizens, Inc. – Senior Nutrition Program request in the amount of \$30,000.00 as submitted. Seconded by Sandy Richards. Motion carried 5-0.

**Discuss and Consider RFA 2019-0010 – North Coast Opportunities, Clear Lake Oaks Garden Project as Amended.**

Conrad Colbrandt presented to the Board an email as sent to the Board by Ms. Ava Ryan, Gardens Project Manager. The email stated that the previous location in Clear Lake Oaks was no longer interested in pursuing the project however two alternative locations may be possible options; one being in Upper Lake (outside the District boundaries) and a second location in Middletown.

**Citizen Input:** None

**MOTION**, by Jim Shields, to not approve the request at this time. Seconded by Sandy Richards. Motion carried 5-0.

**Discuss and Consider Final 2018 RHCD Audit and Management Report as prepared by Fecther and Associates, CPA's**

Conrad Colbrandt, General Manager reviewed with the Board the 2018 RHCD Audit and Management Report as prepared by Fecther and Associates CPA's.

Mr. Colbrandt noted that the previously omitted data at the bottom of page 11 appears to have been inserted/corrected.

**Citizen Input:** None.

**MOTION**, by, Bill Diener to accept the Final 2018 RHCD Audit and Management Report as resubmitted. Seconded by Sandy Richards. Motion carried 5-0.

**Review Discuss and Consider December 2018 Financials Prepared by Marlene Wentz, E.A. and January 2019 In-House Financials.**

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

**Citizen Input:** None

**MOTION**, by, Sandy Richards, to accept the financials as prepared and submitted. Seconded by Bill Diener. Motion carried 5-0.

**Update from Conrad Colbrandt, General Manager.**

1. Conrad reported that the Lucerne Senior Center is planning a Health Fair to take place on April 20, 2019.
2. Adventist Health Clear Lake will be presenting a check in the amount of \$100,000.00 to the City of Clearlake as the first annual gala proceeds for the purposes of Austin Park Play-ground Equipment at the Clearlake Community (aka Senior) Center on March 21, 2019.
3. Conrad attended the Adventist Health Governance Conference in Carlsbad, CA. The 23 System Hospitals sent Governing Board Members and System Leadership to attend. All expenses were paid by Adventist Health and at no cost to the District. The Summit centered around Community Boards and their role in local Quality and Mission.
4. The District should be received a tax revenue check from the county in the amount of \$476,168.12 representing revenue from taxes paid in November / December 2018, Interest and Redevelopment proceeds.
5. The State Government has passed legislation that will provide \$3.8 Million dollars in tax “backfills” due to recent fires. The District should be a recipient to a portion of those funds.
6. It has been determined by the County of Lake Auditor – Controllers Office that the RHCD will be assessed 2.684% of the Lake LAFCO budget which amounts to \$1,027.00 plus a \$4.00 Services Fee for a total of \$1,031.00.
7. Adventist Health Howard memorial Hospital will be providing free Heart Saver CPR AED Classes, monthly, in their Willits location.
8. Conrad presented the Board with California Special Districts Association Board of Directors call for nominations Seat B, information.
9. Conrad announced that the month of April is Child Abuse Awareness Month and there are several activities planned to take place in Clearlake and Lakeport.

**Citizen Input:** None.

**Board Discussion:** Board Chair, Lamont Kucer requested that the General Manager create a status update for Board Members as to their Form 700 and training status relating to AB1234 and Harassment Certification due dates.

**Citizen Input:** None.

**Next Meeting:** Regular Board Meeting March 26, 2019, at 9:30 am.

**Adjournment:** The Chair adjourned the meeting at 12:43 pm.

Respectfully submitted,

Susan Burton, Secretary, Board Member