

**Redbud Health Care District
Regular Meeting Board of Directors
January 28, 2020
9:30 a.m.**

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

Absent: None.

Sandy Richards led the Board in the Flag Salute.

Adoption of the Agenda

Conrad Colbrandt, General Manager, requested that due to time constraints North Coast Opportunities has asked to be placed earlier on the Agenda, if possible.

Citizen Input: None

MOTION, by Sandy Richards to accept the Agenda as presented with the modification as requested by Mr. Colbrandt to accommodate NCO. Seconded by Jim Scholz. Motion carried 5-0.

Approval of the Minutes of the Regular Board Meeting held December 17, 2019.

Citizen Input: None

MOTION, by Sue Burton to approve the minutes from the Regular Board Meeting, December 17, 2019, as presented. Seconded by Sandy Richards. Motion carried 4-0-1 abstain, as Lamont Kucer had been absent at the December 17, 2019 Regular Board Meeting.

Public Comment: None.

Discuss and Consider RFA 2020-0012 North Coast Opportunities (NCO) Garden Project – Moose Lodge.

Ms. Maddi Cheek and Ms. Sarah Marshall, Gardens Project Manager presented to the he Board on behalf of NCO.

Ms. Cheek and Ms. Marshall reviewed the request in detail, and submitted a letter from Mary L. Wilson, Director/Facilitator for the garden at “Praises for Zion’s Garden Project”. Ms. Marshall recalled that the Zion Garden Project has 6 raised beds and 4 inground beds.

Citizen Input: Joyce Overton asked for a recap of the project.

MOTION, by Sandy Richards to deny RFA 2020-0012 NCO / Moose Lodge Garden Project at this time. Seconded by Sue Burton. Motion carried 4-0-1 with Jim Scholz abstaining.

Discuss and Consider RFA 2020-0013 – Middletown Safe and Sober Graduation.

Ms. Janina Hoskins, President of Middletown Safe and Sober Graduation presented to the Board.

Ms. Hoskins presented to the Board Invoices for the travel to and from the event to be held at “Rebounderz” in Rohnert Park on June 5, 2020. Since Pure Luxury Transportation is located nearby Ms. Haskins was able to arrange 4 one-way travel contracts rather than 2 round trips which would necessitate paid wait time for the drivers.

Middletown High School Safe and Sober Grad has proven to keep graduates safe for over 20 years on graduation night. Last year 112 graduates participated leaving only 6 graduates not in attendance.

Citizen Input: None.

MOTION, by Jim Scholz to approve RFA 2020-0013 Middletown High School Safe and Sober Graduation in the amount of \$4,208.00. Seconded by Bill Diener. Motion carried 5-0.

Discuss and Consider RFA 2020-0007 Community Care Management Corporation – CCHAP/HIV/AIDS, Mid-Year Report.

Ms. Christina Whitworth, Program Director, CCHAP reviewed with the Board the extensive report provided covering the first 6 months of the fiscal year. The report included an in-depth narrative of activities, Pantry Log, Pot-Luck Log, HIV/ HCV Testing Log, Status of Care and Educational Materials. Additional testing and educational outreach are planned for the Latino and Native Communities, as well as for Seniors.

Citizen Input: Ms. Joyce Overton, Executive Director, Highlands Senior Support Center stated that it is a fallacy to believe that seniors are not very sexually active.

MOTION, by Bill Diener to accepted RFA 2020-0007 CCHAP HIV/AIDS Project Mid-Year Report as presented. Seconded by Sandy Richards. Motion carried 5-0.

Discuss and Consider RFA 2020-0006 Highlands Senior Service Center, Inc. - Report.

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

Ms. Overton reviewed with the Board the written report as provided which included, Fund Raising Activities, Profit and Loss by class and company, C1 Congregate Meals, C2 Meals on Wheels, Information and Assistance provided to seniors and other activities.

The average donation received by the center from meal participants is reported at \$0.72 per Congregate Meal and \$0.26 per Meal on Wheels delivered. There were 5,343 Congregate Meals delivered and 19,475 Meals on Wheels were delivered.

Citizen Input: Dan Hobbs, Executive Director, Live Oak Seniors and Lori Tourville, Executive Director Middletown Senior Citizens, Inc. both stated that The Area Agency on Aging is re-evaluating their local payment structures.

MOTION, by Sue Burton to accepted RFA 2020-0006 Highlands Senior Service Center, Inc. report as presented. Seconded by Sandy Richards. Motion carried 5-0.

Discuss and Consider RFA 2020-0014 Highlands Senior Service Center, Inc. - Request.

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

Ms. Overton continued from her report to her request, pointing out plans for the second half of the fiscal year. The Center has cut hours and decreased some wages in order maintain the reserves which are necessary to bridge cash flow between AAA payments, grant funding and expenditures.

Cost per meal for Meals on Wheels is \$6.41 (up .01 from last year), which does not cover the cost of running the facility. Cost to run the facility per meal is \$8.81, up .05 from last year.

Ms. Overton stated that without the RHCD help the facility would only be able to run about 5 months before closing its' doors.

Citizen Input: None.

MOTION, by Sue Burton to fund RFA 2020-0014 Highlands Senior Service Center, Inc. in the amount of \$40,000.00. Seconded by Sandy Richards. Motion carried 4-0-1 with Jim Scholz abstaining.

Discuss and Consider RFA 2020-0004 Live Oak Seniors, Inc. - Report.

Mr. Daniel Hobbs, Executive Director, presented to the Board.

Mr. Hobbs reviewed with the Board the written report as provided which included, Fund Raising Activities, Profit and Loss, Information and Assistance provided to seniors and other activities.

The average donation received by the center from meal participants is reported at \$3.70 per meal served. There were 6,460 Congregate Meals delivered and 5,847 Meals on Wheels were delivered. The center suggests a donation of \$5.00 per meal.

Citizen Input: None.

MOTION, by Bill Diener to accepted RFA 2020-0004 Live Oak Seniors, Inc. report as presented. Seconded by Jim Scholz. Motion carried 5-0.

Discuss and Consider RFA 2020-0016 Live Oak Seniors, Inc. - Request.

Mr. Daniel Hobbs, Executive Director, presented to the Board.

Mr. Hobbs reviewed with the Board the provided projected revenues and expenses, and programs and activities planned to be provided including various Activities, Information and Assistance which will be provided to seniors in the coming 6 months.

Mr. Hobbs reviewed Staffing and responsibilities to assure compliance with the local Area Agency on Aging requirements. Programs are continually being assessed for effectiveness and participation. No one is denied meals and or services because of an inability to donate.

Citizen Input: None.

MOTION, by Sue Burton to fund RFA 2020-0016 Live Oak Seniors, Inc. in the amount of \$30,000.00. Seconded by Sandy Richards. Motion carried 5-0.

Discuss and Consider RFA 2020-0008 Middletown Senior Citizens, Inc. - Report.

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

Ms. Tourville reviewed with the Board the written extensive report as provided which included, \$61,967.17 in direct meal expenses, (food trays and labor). The center served 11,520 meals during the first 6 months of the fiscal year, 361 more than the previous 6 months.

The average donation received by the center from meal participants is reported per meal served per C1 - Congregate Meals delivered was \$2.87 per meal, .28 more per meal than the previous report and Meals on Wheels averaged \$1.67 per meal, .26 per meal more that the last 6 months. The center suggests a donation of \$5.00 per meal.

Ms. Tourville shared an impressive list of local fund-raising events conducted by the center.

Citizen Input: None.

MOTION, by Sue Burton to accepted RFA 2020-0008 – Middletown Senior Citizens, Inc. report as presented. Seconded by Jim Scholz. Motion carried 5-0.

Discuss and Consider RFA 2020-0015 - Middletown Senior Citizens, Inc. - Request.

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

Ms. Tourville reviewed with the Board the written request of the Board for a Grant in the amount of \$30,000.00 for the final 6 months of the fiscal year.

Ms. Tourville reviewed expected revenues and expenditures along with proposed events and services planned to be offered to the Middletown Seniors.

Ms. Tourville shared her vision of fund-raising events to be conducted by the center in the spring and summer.

Citizen Input: None.

MOTION, by Bill Diener to fund RFA 2020-0015 – Middletown Senior Citizens, Inc. in the amount of \$30,000.00. Seconded by Sue Burton. Motion carried 5-0.

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

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

Citizen Input: None

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

Review Discuss and Consider RHCD Final June 30, 2019 Fiscal Year Audit and Management Report as Prepared by Fechter & Co. CPA's.

Mr. Colbrandt presented the Board with the June 30, 2019 Audit and Management Report as prepared by Fechter& Co, CPA's.

The Board Reviewed, Discussed and Considered the 2019 Fiscal Year Annual Audit and Management Report.

Citizen Input: None

MOTION, by Sue Burton, to accept the 2019 RHCD Annual Audit and Management Report prepared by Fechter & Co. CPA's as submitted. Seconded by Sandy Richards.
Motion carried 5-0.

Update from Conrad Colbrandt, General Manager.

1. Conrad shared with the Board Highlights from the Adventist Health Governance Summit held January 12-14, 2020 at Monarch Beach Resort, Dana Point, CA.
2. Conrad Reviewed with the Board correspondence from the State of California and the Social Security Administration relating to new laws which characterized Board members as employees, subject to taxation and withholding going forward into 2020.

Citizen Input: None.

Closed Session:

The Board went into closed session for 5 minutes to discuss a personnel issue and came back with nothing to report.

Board Discussion: The Board discussed potential topics for future Board Meetings and asked the General Manager to follow-up with future Agenda Items as necessary.

Citizen Input: None.

Next Meeting: Regular Board Meeting – February 25, 2020, at 9:30 am.

Adjournment: The Chair adjourned the meeting at 11:49 am.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Susan Burton", enclosed within a thin, hand-drawn oval border.

Susan Burton, Secretary, Board Member