

**MINUTES OF THE PROCEEDINGS  
OF THE BOARD OF DIRECTORS REGULAR MEETING OF THE  
MENDOCINO COAST HEALTH CARE DISTRICT**

January 25, 2024

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**1. CALL TO ORDER**

The Board of Directors of the Mendocino Coast Health Care District, with Chair Garza presiding, convened via Zoom webinar and in person at the Redwoods Room, Adventist Health Mendocino Coast Hospital, 700 River Drive, Fort Bragg, Ca., at 6:07 p.m. on Thursday, January 25, 2024.

Directors Finney, Garza, Katzeff, Savage and Spring were present.

Others Present: Robin Gerrity, Polls & Measures, Sophia Selivanoff and MJ Brown, Regional Government Services, Peter Johnston, Adventist Health Mendocino Coast Hospital Facilities Manager, Jim Hurst, Measure C Committee Chair, Craig Steele, Board Counsel, Katharine Wylie, Agency Administrator.

**2. PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA**

Linda Williams commented on the Measure C committee meeting

Jenny Shattuck commented on the seismic retrofit poll and the Adventist Health Emergency room

Malcolm Macdonald comment on the Measure C committee and Board procedures

Gabriel Maroney commented on Board Procedures

**3. REPORTS**

3a) Judy Leach, President Adventist Health Mendocino Coast Hospital presented a Health Plan update with a Q & A of Adventist Health's most-asked questions.

Mr. Macdonald, a member of the public, commented on Board procedures

3b) no report.

3c) Chair Garza highlighted the *California's Redwood Coast: Exploring the Roots of Health Disparities* Report

3d) Treasurer Spring gave an update on the 2020, 2021, 2022 & 2023 financial audits and current and closed bank accounts. Treasurer Spring commented on Board procedures and did not provide a report.

3d.1) A motion was passed, authorizing travel and reimbursement for travel expenses for a 3-night stay, for Treasurer Spring to complete audit work with CSDA, in Sacramento, in Mid February, 2024.

Director Katzeff commented on his concern over the lack of Treasurer's reports provided.

Mr. Macdonald, a member of the public, commented on Board procedures

3d.2) A motion to approve the Warrant List was passed as presented. Director Katzeff received clarification on the Measure C account.

Ms. Williams, a member of the public, commented on the Treasurer's report.

Mr. Macdonald, a member of the public, commented on the board accounting procedures.

Directors Katzeff, Spring and Finney commented on the Pelican and Coast storage units.

Peter Johnston, Adventist Health Mendocino Coast Hospital Facilities Manager, and Dr. Miller, Medical Director, Adventist Health Mendocino Coast Hospital, commented on MCHCD storage.

Chair Garza commented on the Treasurer's report.

3e) Director Spring reported that the Board retreat ad hoc committee recommends waiting until April or May for the next retreat. Director Finney reported that she will be resigning her board seat in February, 2024.

3f) Agency Administrator Kathy Wylie reported on District activities.

Mr. Macdonald, a member of the public, commented on Board procedures.

#### **4. CONSENT CALENDAR**

4a) The draft minutes for 12/14/2023 Regular Board meeting and 1/04/24 Special Board Meeting were approved by the board.

4b) The communications reports were approved by the board.

Directors Spring, Finney and Katzeff commented on Board communications and the invoice list.

Mr. Macdonald, a member of the public, commented on Board procedure.

Chair Garza referred the matter to the ad hoc Board Policy committee.

#### **5. REGULAR CALENDAR**

5a) Robin Garrity provided an update from the Seismic compliance consultants.

Ms. Shattuck, a member of the public, commented on the community poll.

Mr. Macdonald, a member of the public, commented on Board procedures.

5b1) By emergency declaration, the board approved a recommended expenditure in the amount of \$99,325.00 plus 10%, for unexpected cost overages, for critical emergency roof repairs at 515 Cypress Drive, Fort Bragg, CA 95437.

Board Counsel Steele commented on the Request for Proposal (RFP) process.

Director Spring commented on facilities management.

5b2) Peter Johnston, Facilities Manager, Adventist Health Mendocino Coast Hospital commented on a critical emergency roof leak over the IT server area that houses the AH data center at the AJ Grey building.

The board passed a motion authorizing up to \$10,000 for emergency repairs for roof leaks over critical

networking equipment, for the AJ Grey building, pending determination that the District is responsible for the repair costs.

Mr. Macdonald - commented on board procedures.

5c) The board received a report from Chair Jim Hurst, Measure C committee, with Standing Committee meeting dates for 2024. The Measure C committee recommended unanimously, to transfer \$250,000 to purchase a new ambulance, and to transfer \$100,000 for emergency roof repairs at 515 Cypress Drive. The MCHCD Board approved these recommendations.

The Measure C committee meeting was continued to February 12, 2024 at 1:00 pm.

Mr. Macdonald commented on Measure C committee work.

5d) The board adopted Resolution 2024-1, California Bank of Commerce Signature Authority.

5e) The board tabled Policy 10, Records Retention policy with Appendix 1 and 2 to February 29, 2024.

5f) The board tabled Policy 11, Electronic Documents Retention policy to February 29, 2024.

5g) The board adopted the 2024 Standing and ad hoc committee member rosters.

**6. ADDITIONS TO AGENDA**

None.

Supervisor Ted Williams commented on agenda item 5c).

Mr. Macdonald commented on board procedures.

**7. ADJOURNMENT**

The meeting adjourned at 9:45 pm.

The next Special Meeting of the Mendocino Coast Health Care District Board is scheduled for February 8, 2024 at 6:00 pm, Redwoods Room, Mendocino Coast District Hospital, 700 River Drive, Fort Bragg, Ca.

Director	Attendance	Item 3d.1	Item 3d.2	Item 4a	Item 4b	Item 5b1	Item 5b2	Item 5c	Item 5d	Item 5e	Item 5f	Item 5g	Item 7
Finney	✓	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
Garza	✓	A	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
Katzeff	✓	A	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
Savage	✓	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
Spring	✓	Y	Y	Y	N	Y	Y	Y	Y	Y	Y	Y	Y
Voting Record (Y= Yes; N=No; A=Abstain)													

Dated: January 27, 2024

*Katharine D. Wylie*

Katharine Wylie, MS Ed.,  
Agency Administrator  
Mendocino Coast Health Care District

Draft