

NOTICE OF REGULAR MEETING OF THE BOARD OF DIRECTORS

MENDOCINO COAST HEALTH CARE DISTRICT

Thursday, February 29, 2024 - 6:00 PM

Redwoods Room, Adventist Health Mendocino Coast Hospital Campus
700 River Drive, Fort Bragg, CA.

NOTICE: Director Katzeff will be participating remotely from 2306 Magnolia Drive Healdsburg, Ca. 95448. This location is fully accessible to the public; all votes will be taken by roll call. The agenda has been posted in accord with the Brown act at this location.

Supporting documentation for this agenda is available on the website at:
<https://www.mchcd.org>

PLEASE NOTE: The outer doors to the Outpatient building where the Redwoods Room is located are locked at 7:00 PM. Anyone wishing to attend the meeting in person who arrives after 7:00 PM will see a sign on the doors indicating a phone number that can be used to bring someone from the meeting to open the door. In the event that anyone arrives to attend the meeting after 7:00 PM and does not have a cell phone, the hospital can be accessed through the Emergency Room where a security guard can be requested to provide an escort to the Redwoods Room.

Individuals who need this agenda in an alternative format or who need a disability-related modification or accommodation in order to participate in the meeting should contact the District at 707-937-3089 at least 72 hours prior to the meeting. The Board reserves the right to maintain meeting decorum, mute or remove a member of the public for inappropriate behavior which is disruptive. This Board Meeting is being held in person. Meeting attendees may also join virtually using the Zoom link below. See Attachment A for other links and phone numbers to access this meeting.

Join Zoom Meeting:

<https://zoom.us/j/9210401893?pwd=SE9PY1JBNUZvSEVIY0tYNm9iTdhdz09&omn=97347972878>

Meeting ID: 921 040 1893
Passcode: 63467

NOTE: Supporting materials not published with the agenda will be made available to the Board and public as soon as available, on the District's website at <http://mchcd.org/> and for review at the District office.

CONDUCT OF BUSINESS

1. OPEN SESSION

1a) Roll Call: Paul Garza Jr. (Chair), Paul Katzeff (Vice Chair), Susan Savage (Secretary), Sara Spring (Treasurer), and Lee Finney (Member).

2. PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA

Members of the public are welcome to address the Board on items not listed on the agenda, but within the jurisdiction of the Board. Time is limited to 3 minutes per speaker with a 20-minute total time limit for all public comments. No action or discussion shall be taken on any item presented except that the Board may respond to statements made or questions asked, or may ask questions for clarification. All matters of an administrative nature will be referred to staff. All matters pertaining to the Board may be scheduled for discussion at a future meeting or referred to staff for clarification or a report, at the pleasure of the Board. If general public comment exceeds the 20 minute time limit, members of the public who have not had the opportunity to speak on items not on this agenda will have the opportunity to do so after the business on the agenda is concluded.

3. REPORTS

3a) Adventist Health Report on Solar installation - Peter Johnston, Facilities Manager, Adventist Health Mendocino Coast Hospital
Recommended Action: None. This item is for information only.

3b) Board Chair's Report - Paul Garza Jr.
Recommended Action: None. This item is for information only.

Attachments: *Board Communications and the Brown Act*

3c) Receive Director's Reports on Standing and Ad Hoc committee activities.
Recommended Action: None. This item is for information only.

Attachments: *GRI committee meeting report - Director Savage*

3d) Agency Administrator's Report - Katharine Wylie, MS Ed
Recommended Action: None. This item is for information only.

Attachments: *Agency Administrator's Report, 2/29/2024*

4. CONSENT CALENDAR

The Consent Calendar will be acted upon by the Board at one time without discussion. Any Board member may request that any item be removed from the Consent Calendar for individual consideration.

ITEMS RECOMMENDED FOR APPROVAL:

4a) Approval of Minutes of the January 25, 2024, Regular Meeting and February 8, 2024 Special Meeting

Recommended Action: Approve Minutes of the January 25, 2024 Regular Meeting and February 8, 2024, Special Meeting.

Attachments: *January 25, 2024 Regular Meeting Minutes and February 8, 2024, Special Meeting Minutes*

4b) Approval of Board Resolution 2024-3, Tri-Counties Bank Signature Authority
Recommended Action: Approve Board Resolution 2024-3, Tri-Counties Bank Signature Authority.

Attachments: *Board Resolution 2024-3, Tri-Counties Bank Signature Authority*

4c) Review Communications received by the District since January 25, 2024.
Recommended Action: None. This item is for information only.

Attachments: *List of Communications 2/29/24*

5. REGULAR CALENDAR

5a) Receive Seismic Compliance Team Progress Report and consider authorization for expenditures for costs of holding six community meetings, not to exceed \$1000.
Recommended Action: Accept the Seismic Compliance Team Progress Report and approve expenditures for community meetings, not to exceed \$1000.

Attachments: *Community Outreach - March 2024*

5b) Review and Approve Draft Board Policy 6 - Electronic Documents Retention.
Recommended Action: Adopt Draft Board Policy 6 - Electronic Documents Retention

Attachments: *Draft Board Policy 6- Electronic Documents Retention*

5c) Review and Approve Board Policy 7 - Records Retention, Appendix A, Appendix B.
Recommended Action: Adopt Board Policy 7 Records Retention, Appendix A, Appendix B.

Attachments: *Draft Board Policy 7- Records Retention, Appendix A, Appendix B*

5d) Review and Consider Approval of health care forum at Cotton Auditorium and expenditure

not to exceed \$1000.

Recommended Action: Approve health care forum and expenditure not to exceed \$1000

Attachments: Report on proposed Health Care Forum, Cotton Auditorium.

5e) Consideration of approval of the Board's Standing committee meetings calendar - Chair Paul Garza Jr.

Recommended Action: Adopt the Standing committee meetings calendar.

Attachments: Draft MCHCD Board Standing committee meetings calendar

5f) Review and accept Director Finney's Letter of Resignation, effective March 1, 2024.

Recommended Action: Accept Letter of Resignation from Director Finney and Present Proclamation Recognizing Service

Attachments: Letter of Resignation

6. COMMENTS FROM THE BOARD

7. ADJOURNMENT

The next Regular Meeting of the Board will be held on March 28, 2024, at 6:00 pm, at the Redwoods Room, 700 River Drive, Adventist Health Mendocino Coast Hospital, Fort Bragg, Ca.

Dated: February 26, 2024

STATE OF CALIFORNIA
COUNTY OF MENDOCINO

I declare that I am the Agency Administrator of the Mendocino Coast Health Care District Board of Directors; and that I posted this notice at the Mendocino Coast Health Care District office at 775 River Drive, Fort Bragg, CA., and on the district website: <http://mchcd.org/> on February 26, 2024.



Katharine Wylie, MS Ed
Agency Administrator, MCHCD

Attachment A

Topic: MCHCD Regular Board Meeting

Time: Feb 29, 2024 6:00 PM

Join Zoom Meeting

<https://zoom.us/j/9210401893?pwd=SE9PY1JBNUZvSEVIY0tYm9iTDhhdz09&omn=97347972878>

Meeting ID: 921 040 1893

Passcode: 634678

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- +1 346 248 7799 US (Houston)
- +1 301 715 8592 US (Washington DC)
- +1 305 224 1968 US
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