

**SPECIAL MEETING AGENDA  
THURSDAY, AUGUST 10, 2023  
6:00 PM  
REDWOODS ROOM, AHMC  
700 RIVER DRIVE, FORT BRAGG, CA  
<https://www.mchcd.org>**

**NOTICE OF SPECIAL MEETING OF THE BOARD OF DIRECTORS  
MENDOCINO COAST HEALTH CARE DISTRICT**

NOTICE IS HEREBY GIVEN in accordance with Section 54956 of the Government Code that a Special Session of the Board of Directors of the Mendocino Coast Health Care District is called to be held on August 10, 2023, at 6:00 p.m. in the Redwoods Room, Adventist Health Mendocino Coast Hospital, 700 River Drive, Fort Bragg, California.

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.

In compliance with Government Code section 54954.2(a) the Mendocino Coast Health Care District will, on request, make agendas available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132), and the federal rules and regulations adopted in implementation thereof. 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 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 Appendix A for other links and phone numbers to access this meeting.

<https://us02web.zoom.us/j/83009140956?pwd=K3dEUFZKQS95WG4wdFVPcjhRSG1Odz09>

**CONDUCT OF BUSINESS**

- 1. Call to Order:** Lee Finney, Chair
- 2. Roll Call:** Susan Savage, Secretary

## BOARD AND COMMUNITY COMMENTS

### 3. Comments from the Board

### 4. Comments from the Community

This portion of the meeting is reserved for persons desiring to address the Board of Directors on any matter over which the District has jurisdiction that is not on the agenda. Please state your name and address for the record. Time is limited to 3 minutes per speaker with a 20-minute total time limit for all comments. The Board of Directors can take no action on your presentation but can seek clarification of points made in your presentation or comments.

The public is invited to comment on each agenda item as it is announced by the Chair. The same 3 minutes per speaker and 20-minutes total time limits apply. The Board of Directors will then discuss the item without further public comment. The Agenda and the Minutes are approved without public comment.

**Brown Act Requirements:** Pursuant to the Brown Act, the Board of Directors cannot discuss or take action on items not on the agenda. This will limit the Board's response to requests and questions made during this comment period.

### 5. APPROVAL OF THE AGENDA - Lee Finney, Chair

### 6. DISTRICT OFFICE AND STAFFING

#### 6.1 *Discussion/Action: "Brainstorming Needs; Establishing Priorities"*

**Exercise** – Susan Savage, Ad Hoc Committee on Office and Hiring

#### 6.2 *Discussion/Action: Untable Discussion of Draft Job Description for Executive*

**Director** - Susan Savage, Ad Hoc Committee on Office and Hiring

#### 6.3 *Discussion/Action: Draft Job Description for Executive Director*

– Susan Savage, AD Hoc Committee on Office and Hiring

**TAB 1**

### 7. APPOINTMENT PROCESS FOR NEW BOARD MEMBER

#### 7.1 *Discussion/Action: Flier for Posting and Distribution; Inquiry Response*

**Recommended** – Lee Finney and Susan Savage, Chair and Secretary

**TAB 2**

**8. Comments from the Community**

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**10. Comments from the Board of Directors**

**11. ADJOURNMENT**

Dated: August 7, 2023

STATE OF CALIFORNIA)  
COUNTY OF MENDOCINO) §

I declare under penalty of perjury that I hold the position of Secretary of the Mendocino Coast Health Care District Board of Directors; and that I posted this notice at the MCHCD Office on August 7, 2023

\_\_\_\_\_  
Susan Savage, Secretary

\_\_\_\_\_  
Date

APPENDIX A  
Special MCHCD Board Meeting  
Aug 10, 2023 06:00 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/83009140956?pwd=K3dEUFZKQS95WG4wdFVPcjhRSG1Odz09>

Meeting ID: 830 0914 0956

Passcode: 421732

One tap mobile

+16694449171,,83009140956#,,,,\*421732# US

+16699006833,,83009140956#,,,,\*421732# US (San Jose)

Dial by your location

- +1 669 444 9171 US
- +1 669 900 6833 US (San Jose)
  - +1 253 205 0468 US
  - +1 253 215 8782 US (Tacoma)
  - +1 346 248 7799 US (Houston)
    - +1 719 359 4580 US
    - +1 507 473 4847 US
    - +1 564 217 2000 US
    - +1 646 931 3860 US
    - +1 689 278 1000 US
  - +1 929 205 6099 US (New York)
- +1 301 715 8592 US (Washington DC)
  - +1 305 224 1968 US
  - +1 309 205 3325 US
- +1 312 626 6799 US (Chicago)
  - +1 360 209 5623 US
  - +1 386 347 5053 US

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Find your local number: <https://us02web.zoom.us/j/83009140956?pwd=K3dEUFZKQS95WG4wdFVPcjhRSG1Odz09>