

REGULAR MEETING AGENDA
THURSDAY, March 30, 2023
6:00 PM
REDWOOD ROOM, AHMC
700 RIVER DRIVE, FORT BRAGG, CA
<https://www.mchcd.org>

NOTICE OF REGULAR MEETING OF THE BOARD OF DIRECTORS
MENDOCINO COAST HEALTH CARE DISTRICT

NOTICE IS HEREBY GIVEN in accordance with Section 54954 of the Government Code that a Regular Session of the Board of Directors of the Mendocino Coast Health Care District is called to be held March 30, 2023, at 6:00 p.m. in the Redwoods Room, Adventist Health Mendocino Coast Hospital, 700 River Drive, Fort Bragg, California.

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/81239619412?pwd=RVNHTWdFK2F4Q3IYK1NTMnZOdnc0UT09>

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 which the District has jurisdiction. You must 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 the 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-minute total time limits apply. The Board of Directors will then discuss the item without further public comment. The Agenda is 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 during the comment period.

5. **APPROVAL OF AGENDA** – Lee Finney, Chair

6. **APPROVAL OF MINUTES** – Susan Savage, Secretary **TAB 1**

- 6.1 CORRECTION: February 8, 2023
- 6.2 February 23, 2023, Regular Meeting Minutes
- 6.2 March 16, 2023, Special Meeting Minutes

7. **REPORTS**

7.1 **Adventist Health Report** – Judy Leach

7.2 **Mendocino Healthcare Foundation Report** – Terry Ramos

7.3 **Treasurer's Report** – Jade Tippett **TAB 2**

- 7.3.1 **Discussion/Action** Accept the Treasurer's Report
- 7.3.2 **Discussion/Action** Approve Transfer of \$1,000,000 from Bank of America x0155 account to Adventist Health
- 7.3.3 **Discussion/Action** Approve Transfer of \$188,120 from x5861 Tax Revenue account to x5258 Measure C Restricted account
- 7.3.4 **Discussion/Action** Approve payment of \$418,012.92 to Department of Health Care Services for 2019 MediCal cost settlement.

7.4 **Chair's Report** – Lee Finney **TAB 3**

7.5 **Committee Reports:**

- 7.5.1 **Finance Committee** – Jade Tippett and Susan Savage
- 7.5.2 **Office and Staffing Ad Hoc Committee** – Jade Tippett and Susan Savage
- 7.5.3 **General Counsel Search Ad Hoc Committee** – Lee Finney and Sara Spring
- 7.5.4 **Financial Reconciliation Ad Hoc Committee** – Sara Spring and Susan Savage
- 7.5.5 **Bylaws and Policies Ad Hoc Committee** – Susan Savage and Lee Finney

8. **NEW BUSINESS – TIME CERTAIN ZOOM AT 7:00 PM**

- 8.1 **Discussion/Action** Solar Panels Installation 20-year Power Purchase Agreement Proposal – Joshua Taylor, Adventist Health, Energy Manager on Zoom **TAB 4**

9. OLD BUSINESS

9.1 **Discussion/Action** 516 Cypress Street Address Change Request – Lee Finney
Anchor QM is operating the psychiatry respite facility. Two address designations
are needed. Adventist Health has approved the request to the City of Fort Bragg.

TAB 5

9.2 **Discussion/Action** Adventist Health Proposal to Coordinate with Adventist
Health California-wide Seismic Compliance Plan – Lee Finney **TAB 6**

9.2.1 **Discussion/Action** Consider proposal to integrate with the Adventist
Health 2030 Seismic Compliance Plan in early 2024 while continuing
to use the Devenney Group to provide evaluation of impact and cost to
retrofit the existing hospital and achieve compliance with
HCAI/OSHPD requirements.

9.2.2 **Discussion/Action** Request the Devenney Group provide a cost
estimate and engagement proposal to add an analysis of the
HCAI/OSHPD requirements for seismic compliance that are mandated
by the end of 2023 if the MCHCD and Adventist Health will pursue
achieving seismic compliance together.

9.2.3 **Discussion/Action** Authorize the Chair to apply to the Small and
Rural Relief Program (SRHRP) by the end of 2024 to achieve HCAI
compliance and mitigate Devenney Group costs.

9.3 **Discussion/Action** **Adoption of Updated Bylaws from the Ad Hoc Bylaws
Committee – Susan Savage** **TAB 7**

10. Comments from the Community

This portion of the meeting is reserved for persons desiring to address the Board of Directors on any matter which the district has jurisdiction. You must 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 to points made in your presentation or comments.

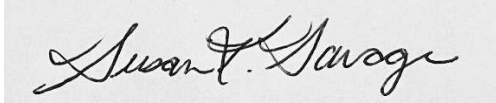
11. Comments from Board of Directors

12. Adjournment

Dated: March 27, 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 lobby entrance to The Mendocino Coast Healthcare District office at 775 River Dr. in Fort Bragg, adjacent to Adventist Heath Mendocino Coast hospital on March 27, 2023.

A rectangular box containing a handwritten signature in cursive script that reads "Susan T. Savage".

March 27, 2023

Susan Savage, Secretary

Date

APPENDIX A

Topic: MCHCD Meeting

Time: Mar 30, 2023 06:00 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/81239619412?pwd=RVNHTWdFK2F4Q3lYK1NTMnZOdnc0UT09>

Meeting ID: 812 3961 9412

Passcode: 435640

One tap mobile

+16694449171,,81239619412#,,,,*435640# US

+16699006833,,81239619412#,,,,*435640# 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

+1 386 347 5053 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

Meeting ID: 812 3961 9412

Passcode: 435640

Find your local number: <https://us02web.zoom.us/j/81239619412?pwd=RVNHTWdFK2F4Q3lYK1NTMnZOdnc0UT09>

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**MENDOCINO COAST HEALTHCARE DISTRICT BOARD SPECIAL MEETING
MINUTES**

Members Present: Lee Finney, Paul Katzeff, Susan Savage, Sara Spring, Jade Tippet

Guests: Attorney Alexander Henson, Supervisor Ted Williams

Public Attendees: 1 person from the public attended plus 12 persons via Zoom

DATE: February 8, 2023

TIME: 6:00 PM

PLACE: Redwood Room, Adventist Mendocino Coast Hospital
700 River Dr.
Fort Bragg, CA

Call to Order – Lee

The meeting was called to order at 6:01 PM

I. Approval of Agenda – Lee

Moved by Jade, seconded by Susan to approve the agenda. Sara challenged the agenda as the Zoom link was not included on page 1 of the agenda and therefore invalidated the meeting. ~~Legal counsel confirmed that adequate public notice was given to the public in multiple places in the agenda and website.~~ The chair ruled that ~~including the link as Appendix A of the agenda, the physical posting of the link at the office window, and posting on the District website were adequate and proceeded with the meeting.~~

VOTE:

Lee: YES

Paul: YES

Susan: YES

Sara: NO

Jade: YES

The agenda was approved.

II. Board Comments - Lee

Board members offered information to share with the public.

III. Community Comments – Lee

Comments from the community were received concerning the location of the Zoom link on the published agenda, concerns about legal counsel, lack of prior availability of the treasurer's report, the location of tabbed documents in the agenda, lack of a consent calendar, and confusion over the start time of the meeting.

IV. Board Interim Counsel – Lee

Moved by Jade, seconded by Susan to approve the engagement agreement with Alexander T. Henson as Interim Counsel.

VOTE:

Lee: YES
Paul: YES
Susan: YES
Sara: NO
Jade: YES

The agreement with Mr. Henson as Interim Counsel was approved.

Moved by Susan, seconded by Paul to form an ad hoc committee ASAP to issue a Request For Proposal, research applicants, and make a recommendation to the full board for permanent counsel.

VOTE:

Lee: YES
Paul: YES
Susan: YES
Sara: YES
Jade: YES

Lee appointed Lee and Sara will serve on this ad hoc committee.

V. Fiscal Controls - Jade

Moved by Jade, seconded by Paul to establish a fiscal controls policy to govern authority to expend district funds.

VOTE:

Lee: YES
Paul: YES
Susan: YES
Sara: ABSTAIN
Jade: YES

The fiscal controls policy as distributed is adopted.

VI. Microsoft 365 - Lee

Jade moved, seconded by Paul to adopt a resolution naming Lee as the administrator of the MCHCD Microsoft 365 portal.

VOTE:

Lee: YES
Paul: YES
Susan: YES
Sara: NO
Jade: YES

Lee is designated as administrator for the District's Microsoft 365 portal.

VII. Audit – Jade

Moved by Sara, seconded by Jade to approve the engagement agreement with Dingus, Zarecor & Associates to perform a customary audit for 2021 and 2022.

VOTE:

Lee: YES
Paul: YES
Susan: YES
Sara: YES
Jade: YES

The engagement agreement with Dingus, Zarecor & Associates is approved.

Moved by Susan, seconded by Paul to create an ad hoc committee to complete the reconciliation process begun by the previous board to reconcile bank statements from July 1, 2020, with the Moss Adams report to rectify any incorrect dispositions of money in various accounts.

VOTE:

Lee: YES
Paul: YES
Susan: YES
Sara: YES
Jade: YES

Lee appointed Sara and Susan to serve on this committee. Jade will provide all bank statements as requested.

VIII. Motion to Table – Sara

Moved by Sara, seconded by Jade, to table items 5, 6, and 7 under Old Business pertaining to Standing Committees, Ad Hoc Committees, and Board Retreat.

VOTE:

Lee: YES
Paul: YES
Susan: YES
Sara: YES
Jade: YES

Items 5, 6, and 7 are tabled.

IX. Change of Mailing Address to a P.O. Box – Jade

Moved by Sara, seconded by Susan to establish a Mendocino Coast Healthcare District P.O. Box to help ensure District mail is timely received.

VOTE:

Lee: YES
Paul: YES
Susan: YES
Sara: YES
Jade: YES

A District P.O. Box will be arranged.

X. Agenda Packet Format - Susan

There was discussion about whether agenda packets with all relevant tabs should be posted and shared as 1 PDF document or as separate files. It was agreed, as suggested by the public, to post both individual documents and 1 complete file with all tabs and links to the referenced document.

XI. 516 Cypress Street Address Change Request – Jade

Moved by Jade, seconded by Susan to complete and submit the necessary form to the City of Fort Bragg to establish separate addresses for suites A and B at 516 Cypress Street as requested by Anchor QM. After discussion, the motion was withdrawn.

XII. Expanding the Number of Directors – Paul

Paul invited members of the Board to consider expanding the Board to include broader representation from various ethnic and cultural communities in the District.

XIII. Disposal of Stored Medical Equipment - Sara

Moved by Jade seconded by Susan to authorize Sara to update the inventory of stored medical equipment, prepare a surplus property resolution, and to spend up to \$500 to complete this.

VOTE:

Lee: YES
Paul: YES
Susan: YES
Sara: YES
Jade: YES

Sara is authorized to update the inventory and spend up to \$500 on this project and may ask other Board members to assist.

XIV. Motion to Adjourn

Moved by Susan, seconded by Jade to adjourn.

VOTE:

Lee: YES
Paul: YES
Susan: YES
Sara: YES
Jade: YES

The meeting was adjourned at 9:04 PM.

I hereby certify that all the information contained in these minutes is true and correct.

Respectfully submitted,



Susan K Savage, Secretary

*Approved 02/23/2023

**MENDOCINO COAST HEALTHCARE DISTRICT SPECIAL BOARD MEETING
MINUTES**

Members Present: Lee Finney, Paul Katzeff, Susan Savage, Jade Tippet

Members Absent: Sara Spring

Guests: Judy Leach, Terry Ramos

Public Attendees: 3 persons from the public attended plus 6 persons via Zoom

DATE: February 23, 2023

TIME: 6:00 PM

PLACE: Redwood Room, Adventist Mendocino Coast Hospital
700 River Dr.
Fort Bragg, CA

Call to Order – Lee

The meeting was called to order at 6:05 PM. Moved by Lee, seconded by Jade to allow Paul to attend in an emergency situation in compliance with new legislation authorizing Zoom participation if verified that no one 18 years or older is in the room with him during the meeting.

VOTE:

Lee: YES

Paul: ABSTAIN

Susan: YES

Sara: ABSENT

Jade: YES

Paul's attendance via Zoom was approved. NOTE: Sara will not be attending this meeting, as she is traveling.

I. Approval of Agenda – Lee

Moved by Jade, seconded by Susan to amend the agenda to include an item dealing with a required intergovernmental transfer. A 2/3 vote would be required to amend the posted agenda.

VOTE:

Lee: YES

Paul: YES

Susan: YES

Sara: ABSENT

Jade: YES

The agenda was amended.

Moved by Jade, seconded by Lee to adopt the agenda as amended.

VOTE:

Lee: YES

Paul: YES

Susan: YES

Sara: ABSENT

Jade: YES

The agenda as amended was adopted.

II. Approval of minutes – Susan

Moved by Jade, seconded by Lee to amend page 3 of the draft minutes of the Treasurer’s report of the January 26 meeting to say “It was moved by Sara, seconded by Jade, to authorize Jade to set up automated payment of any bills at his discretion to minimize any late fees *and to authorize Jade to pay all usual and customary expenses.*”

VOTE:

Lee: YES
Paul: YES
Susan: YES
Sara: ABSENT
Jade: YES

The minutes are approved as amended.

Moved by Jade, seconded by Lee, to adopt the minutes of the February 8 special meeting.

VOTE:

Lee: YES
Paul: YES
Susan: YES
Sara: ABSENT
Jade: YES

The minutes were approved.

III. Board Comments - Lee

Board members offered information to share with the public.

IV. Community Comments – Lee

Comments from the community were received concerning a compliment on progress the Board is making on important items, the lack of public comment before any Board action is taken, and a concern for inaccuracies of the minutes of the February 8 meeting.

V. Report from Adventist Health – Judy Leach

Judy provided an update on improving patient reviews of the hospital.

VI. Report from the Mendocino Healthcare Foundation – Terry Ramos

Terry reported on ongoing goals of the Foundation.

VII. Measure C Report – Jim Hurst

Jim Hurst, chair of the Measure C oversight committee, reviewed the written report of the committee submitted for the January 26 MCHCD meeting.

Moved by Jade, seconded by Susan, to appoint Dr. Diane Harris to the Measure C oversight committee.

VOTE:

Lee: YES
Paul: YES
Susan: YES
Sara: ABSENT
Jade: YES

Dr. Harris is appointed to the committee.

Moved by Jade, seconded by Susan, to transfer \$1,562,562.65 from the 2022 tax distributions to the Measure C account.

VOTE:

Lee: YES
Paul: YES
Susan: YES
Sara: ABSENT
Jade: YES

The transfer was approved.

VIII. Treasurer's Report – Jade

Moved by Jade, seconded by Lee, to accept the treasurer's report as submitted. Comments from the public encouraged the Board to provide the public with more documentation to increase transparency.

VOTE:

Lee: YES
Paul: YES
Susan: YES
Sara: ABSENT
Jade: YES

The treasurer's report was accepted.

Moved by Jade, seconded by Lee, to transfer \$4 million from BofA account #1263 to Adventist Health for funds incorrectly deposited in District accounts, leaving approximately \$1.3 million to be reconciled for possible future transfers pending ad hoc committee work to be completed by Sara and Susan.

VOTE:

Lee: YES
Paul: YES
Susan: YES
Sara: ABSENT
Jade: YES

The transfer was approved.

Moved by Jade, seconded by Lee to transfer approximately \$1,060,900 from BofA account #3743, subject to exact calculation, to Adventist Health for the January maintenance improvement payment as required by the lease.

VOTE:

Lee: YES
Paul: YES
Susan: YES
Sara: ABSENT
Jade: YES

The transfer was approved.

IX. Chair's Report – Lee

Lee provided a report of her activities on behalf of the District, including updates on Assemblyman Wood's progress on AB 869 to provide seismic retrofit relief for qualifying hospitals.

X. Change of Mailing Address to a P.O. Box – Susan

Susan reported that the Mendocino Coast Healthcare District mailing address is now P.O. Box 579 in Fort Bragg, CA 95437.

XI. Motion to Untable Old Business items 2-6 from the February 8 meeting – Lee

Moved by Jade, seconded by Susan, to untable Old Business items 2-6 from the February 8 meeting.

VOTE:

Lee: YES

Paul: YES

Susan: YES

Sara: ABSENT

Jade: YES

The items were untabled.

XII. Establishment of Standing Committees – Lee

Lee appointed Paul & Lee to the Planning Standing Committee, with Vice Chair Paul as Chair per the Bylaws.

Lee appointed Jade and Susan to the Finance Standing Committee, with Treasurer Jade as Chair per the Bylaws.

Moved by Jade, seconded by Susan, to confirm the appointments, to be considered separately.

VOTE: to confirm Paul and Lee to the Planning Committee

Lee: YES

Paul: YES

Susan: YES

Sara: ABSENT

Jade: YES

VOTE: to confirm Jade and Susan to the Finance Committee

Lee: YES

Paul: YES

Susan: YES

Sara: ABSENT

Jade: YES

The Standing Committee appointments are confirmed. It was noted that these committees must be Brown Act compliant and may include members of the community.

XIII. Creation of Ad Hoc Committees – Lee

Moved by Lee, seconded by Jade, to create an ad hoc committee to continue the work of the previous Board to update the bylaws and develop an updated policy manual with Susan as chair working with Sara, subject to her agreement to serve.

VOTE:

Lee: YES

Paul: YES

Susan: YES

Sara: ABSENT

Jade: YES

The bylaws and policy ad hoc committee is hereby created.

Moved by Lee, seconded by Jade, to create an ad hoc committee to research and provide recommendations for hiring district office staff with Jade as chair working with Susan.

VOTE:

Lee: YES

Paul: YES

Susan: YES

Sara: ABSENT

Jade: YES

The office staff ad hoc committee is hereby created.

Fort Bragg mayor Bernie Norvell suggested that we reach out to the city manager for help with this process.

XIV. Meeting Locations – Lee

The agenda item was withdrawn, as this may be explored by the standing committees and alternate locations are no longer needed at this time, but may be explored in the future, pending an amendment of the Bylaws. The Foundation also offered its Main Street location as a possible meeting location with adequate Zoom capacity.

XV. Board Retreat – Lee

Moved by Jade, seconded by Susan to authorize Lee to explore and bring recommendations to the Board for a consultant for a Board retreat to be scheduled. NOTE: Paul had to leave the meeting at 8:42 PM.

VOTE:

Lee: YES

Paul: ABSENT

Susan: YES

Sara: ABSENT

Jade: YES

Lee is authorized to proceed.

XVI. Intergovernmental Transfer – Jade

Moved by Jade, seconded by Lee, to transfer \$912,000 plus fees, or approximately \$1,095,395, to the California Department of Healthcare Services as an intergovernmental transfer as agreed by the previous Board in October of 2022 to qualify for matching dollars in the future.

VOTE:

Lee: YES

Paul: ABSENT

Susan: YES

Sara: ABSENT

Jade: YES

The transfer is authorized.

XVII. Suspension of the Bylaws to allow reimbursements- Jade

Moved by Jade, seconded by Susan, to table this item until the full Board is present.

VOTE:

Lee: YES
Paul: ABSENT
Susan: YES
Sara: ABSENT
Jade: YES

The item is tabled.

XVIII. Board Representation on the Adventist Health Community Board – Lee

Moved by Jade, seconded by Susan, to recommend Lee for appointment to the Adventist Health community hospital board.

VOTE:

Lee: YES
Paul: ABSENT
Susan: YES
Sara: ABSENT
Jade: YES

Lee will be recommended for appointment.

XIX. Authorization for an MCHCD Board credit card – Jade

Moved by Jade, seconded by Susan, to authorize the application for credit cards with a \$2000 limit for use by the Chair and Treasurer with statements of charges to be included in the Treasurer's monthly report for approved expenditures.

VOTE:

Lee: YES
Paul: ABSENT
Susan: YES
Sara: ABSENT
Jade: YES

Credit cards are authorized.

XX. Community Comments – Lee

The Foundation offered help with grant writing. The agenda format used by the city of Fort Bragg was suggested.

XXI. Motion to Adjourn

Moved by Susan, seconded by Jade to adjourn.

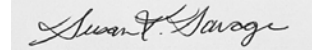
VOTE:

Lee: YES
Paul: ABSENT
Susan: YES
Sara: ABSENT
Jade: YES

The meeting was adjourned at 9:04 PM.

I hereby certify that all the information contained in these minutes is true and correct.

Respectfully submitted,

A handwritten signature in cursive script, reading "Susan K. Savage", is displayed within a light gray rectangular box.

Susan K Savage, Secretary

DRAFT

**MENDOCINO COAST HEALTHCARE DISTRICT SPECIAL BOARD MEETING
MINUTES**

Members Present: Lee Finney, Paul Katzeff, Susan Savage, Jade Tippet

Members Absent: Sara Spring

Public Attendees: 1 person from the public attended plus 9 persons via Zoom

DATE: Mar 16, 2023

TIME: 6:00 PM

PLACE: Redwood Room, Adventist Mendocino Coast Hospital
700 River Dr.
Fort Bragg, CA

Call to Order – Lee

The meeting was called to order at 6:06 PM.

I. Board Comments – Lee

Comments were offered by Board members. Susan alerted the Board that one of the tabbed documents is protected so does not appear in the pdf of the full agenda. It has however been sent to the Board as an individual file.

II. Community Comments – Lee

There were no community comments at this time.

III. Approval of Agenda – Lee

It was moved by Jade, seconded by Susan to approve the agenda as submitted.

VOTE:

Lee: YES

Paul: YES

Susan: YES

Sara: ABSENT

Jade: YES

The agenda as submitted was approved.

IV. Approval of the Consent Calendar – Lee

Moved by Jade, seconded by Paul to approve the consent calendar containing 1 item.

VOTE:

Lee: YES

Paul: YES

Susan: YES

Sara: ABSENT

Jade: YES

The contract with McKee Bookkeeping was approved.

V. AB 869 Hospitals: Seismic Safety Compliance – Lee

Moved by Susan, seconded by Jade to support Assemblyman Jim Wood’s AB 869 to modify timelines and resources for hospitals to meet required seismic standards and to send the letter of support as distributed with the agenda to the Assemblyman and the Assembly Committee on Health that he chairs.

VOTE:

Lee: YES
Paul: YES
Susan: YES
Sara: ABSENT
Jade: YES

The letter will be sent. Lee noted that the bill will be heard by the Assembly Committee on Health on March 21.

VI. Derek Petrak Contract – Jade

The Board reviewed the existing contract with Derek Petrak & Associates dealing with assistance with Medicare and Medi-Cal cost reports for June 30, 2020 through June 30, 2022. It was noted that there will be no reports for FY 2021 & 2022, as the District was not providing medical services during those years.

VII. DHCS Collection Notices for Medi-Cal Overpayments from FY 2019 – Jade

Jade reported on discussions with the Department of Healthcare Services concerning unpaid bills from 2019 now in collections for Medi-Cal overpayment. It was moved by Susan seconded by Lee to authorize Jade to contact Derek Petrak for assistance in resolving the collections issue to minimize our liabilities.

VOTE:

Lee: YES
Paul: YES
Susan: YES
Sara: ABSENT
Jade: YES

Contact with Derek Petrak for assistance with this matter is authorized.

VIII. Audit Requirements – Jade

Moved by Susan, seconded by Jade to direct the Secretary to review available videos of meetings for which minutes are missing and to draft minutes for Board approval for those meetings to protect the District’s bond rating and to meet requirements for audits in process at this time. It was suggested to include time signatures from the videos for reference throughout the draft minutes.

VOTE:

Lee: YES
Paul: YES
Susan: YES
Sara: ABSENT
Jade: YES

The Secretary is directed to prepare minutes for these meetings ASAP.

IX. Updated Bylaws Review – Susan

Susan reported on the work of the Bylaws Ad Hoc committee created at the last meeting and appointed by the chair. She suggested that discussion and possible adoption of amended Bylaws be done at the March 30 regular meeting to give members and the public time to review the draft proposal distributed to the Board and the public. The Board requested a clean black & white copy of what the final draft would look like with all lined-out text removed, clearly labeled DRAFT, as a reference before the next meeting.

X. Community Comments

Community comments were received concerning building community trust.

XI. Board Comments

There was Board discussion of the need for more global conversations of the role and mission of the Board.

XII. Motion to Adjourn

It was moved by Paul, seconded by Jade to adjourn.

VOTE:

Lee: YES

Paul: YES

Susan: YES

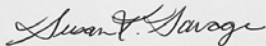
Sara: ABSENT

Jade: YES

The meeting was adjourned at 8:36 PM

I hereby certify that all the information contained in these minutes is true and correct.

Respectfully submitted,



Susan K Savage, Secretary

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Mendocino Coast Health Care District

Board Meeting

March 30, 2023

Treasurer's Report

Contents:

- Cash Flow Diagram
- Consolidated Annual Budget FYE2023
- FYE2023 Monitoring Report With Actuals
- Statement of Financial Position
- Warrant List
- Adventist Health Accounts Receivable in MCHCD Accounts
- Measure C Fund Account

Discussion Items:

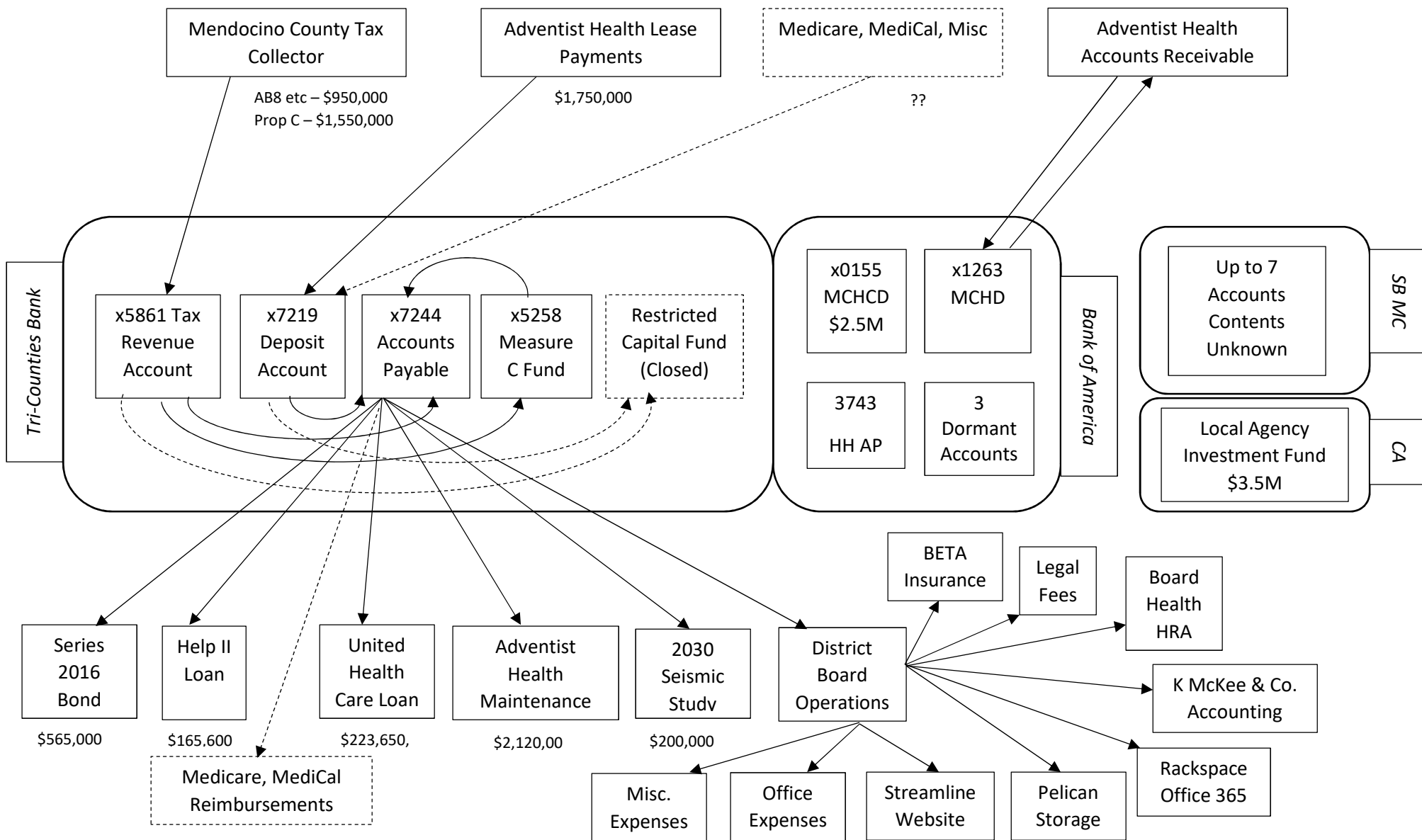
1. Financial Overview
2. Budget FYE2023 Monitoring Report
3. Medicare and MediCal cost reports and settlements and their unknown impacts on District Finances
4. Adventist Health AR Deposits in District Accounts
5. Measure C remaining balance due to Restricted Measure C account

Board Action Items

1. Accept Treasurer's Report
2. Approve Transfer of \$1,000,000 from Bank of America x0155 account to Adventist Health
3. Approve Transfer of \$188,120 from x5861 Tax Revenue account to x5258 Measure C Restricted account
4. Approve payment of \$418,012.92 to Department of Health Care Services for 2019 MediCal cost settlement.

Mendocino Coast Health Care District

Cash Flow Diagram



Mendocino Coast Health Care District
Budget FYE2023 Monitoring Report

Updated March 23, 2023

Cash Flow by Month

		FY2023 Actual Expenses								Actuals To Date
		July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	
	Personnel									
5000	Employee costs					480			-	480
5100	Payroll Expenses	\$ -	-	-	-	-	-	-	-	-
5110	Board Health Reimbursement Account	\$ (2,028)	\$ 1,000	\$ 4,350	\$ 3,204	\$ 4,725	\$ 2,352	\$ 2,486	\$ 1,676	17,765
	Operating Expenses									
6000	PR - Good Will						246			246
6200	Board training									-
6500	Utilities (Phone/Internet)	\$ 334	84		168				336	923
6510	Streamline (website management)	\$ 200	650	200	200	200	9		600	2,059
6520	Rackspace Office 365 Email & Cloud Storage	\$ 105	105	105	105					420
6810	Legal Services	\$ 675	14,590	278	23,195	3,497	3,477	5,110	2,400	53,221
6820	Financial Services K. McKee & Co.	\$ 400	505	2,747	1,016	645	665	645	5,969	12,592
6830	DZA Audit									-
6840	Bond Services - Willdan Financial	\$ 1,600							250	1,850
6845	BNY Mellon Administrative Fees	\$ 750								750
6850	Mendocino County Elections								30,578	30,578
6860	FTI Consulting	\$ 35,050								35,050
6870	SEO Tech Systems					914				914
6900	Office Expenses	\$ 467	217	132	300	400	246		354	2,116
7000	CA Special Districts Association	\$ 2,523			155				3,581	6,259
7100	Beta Insurance -- Directors and Officers									-
	Trailing Liability for Hospital Operations									
5120	Employment Development Dept					6,516				6,516
6600	Obsolete Hospital Furnishings Storage	\$ 720	720	2,333		720	720	1,460	720	7,393
6850	Medicare/MediCal FYE 2019-20 -Petrak				1,463				358	1,820
7110	Beta Insurance -- Tail Health Care Liability	\$ 866	866	866	866	866	866	866	866	6,929
	Total Expenses	\$ 41,662	\$ 18,737	\$ 11,011	\$ 30,672	\$ 18,963	\$ 8,580	\$ 10,567	\$ 47,688	\$ 187,880
	Net Operating Balance	208,338	189,601	178,590	147,918	128,955	120,375	109,808	62,120	

Mendocino Coast Health Care District

Budget FYE2023 Monitoring Report

Updated March 23, 2023

Cash Flow by Month

		Projections				July - Mar Actual + Projected	FY2023 Budget	
		Mar.	Apr.	May	June		Budget By Line Item**	Remaining Budget
	Personnel							
5000	Employee costs			2,520	2,520	5,520	62,640	57,120
5100	Payroll Expenses	-	-	302	302	605	7,517	6,912
5110	Board Health Reimbursement Account	1,800	1,800	1,800	1,800	24,965	30,050	5,085
	Operating Expenses							
6000	PR - Good Will					246		(246)
6200	Board training					-	1,000	1,000
6500	Utilities (Phone/Internet)	84	84	84	84	1,259	1,000	(259)
6510	Streamline (website management)	200	200	200	200	2,859	1,200	(1,659)
6520	Rackspace Office 365 Email & Cloud Storage	105	105	105	105	840	1,260	420
6810	Legal Services	7,500	7,500	7,500	7,500	83,221	50,000	(33,221)
6820	Financial Services K. McKee & Co.	700	700	700	700	15,392	3,600	(11,792)
6830	DZA Audit				54,000	54,000	19,500	(34,500)
6840	Bond Services - Willdan Financial					1,850	2,585	735
6845	BNY Mellon Administrative Fees					750	3,075	
6850	Mendocino County Elections					30,578		(30,578)
6860	FTI Consulting					35,050		
6870	SEO Tech Systems					914		
6900	Office Expenses	200	200	200	200	2,916	600	(2,316)
7000	CA Special Districts Association					6,259	3,154	(3,105)
7100	Beta Insurance -- Directors and Officers			23,123		23,123	23,123	-
	Trailing Liability for Hospital Operations							
5120	Employment Development Dept					6,516		(6,516)
6600	Obsolete Hospital Furnishings Storage	720	720	720	720	10,273	8,640	(1,633)
6850	Medicare/MediCal FYE 2019-20 -PetraK					1,820		(1,820)
7110	Beta Insurance -- Tail Health Care Liability	866	866	866	866	10,393	10,393	-
	Total Expenses	\$ 12,175	\$ 12,175	\$ 38,120	\$ 68,997	\$ 319,349	\$ 229,337	(56,373)
	Net Operating Balance	49,945	37,769	(351)	(69,349)	(69,349)		

Notes:

*Items **included** in this report but not included in June 2022 Approved Budget:

1. FTI Consulting: Invoices from September 2021 paid July 2022
2. SEO Tech Systems. This was actually a scam charging the District for "search optimization services" on the old hospital website.

Items in the June Approved Budget **not included in this Monitoring Report:

1. County Property Tax Administrative Services. 16,680
Billed for Prop. C. Charged against Prop.
C proceeds
2. Hubs & Routes - Not paid this year 5,000

Items **not budgeted** and **not included** in this report

- Remodeling construction for Ambulance Ready area in 31,808
A. J Gray Building.

Should be charged to Adventist Health
Maintenance and Improvement or
directly to Measure C

Total **Not Included** Expenses 31,808

Actual + Projected Expense Total 319,349

Expected Total FYE2023 non-Debt \$ 351,157

Mendocino Coast Health Care District
A.J. Gray Building Upgrade for
Fort Bragg Ambulance Ready Area

Date	Payee	Amount
12/19/2023	Parker Pest Pro	350.00
11/30/2023	North Coast Plumbing	7,105.88
11/15/2023	North Coast Plumbing	14,350.00
11/1/2023	North Coast Plumbing	105.00
10/12/2023	Marco Reyes	732.68
10/11/2023	Marco Reyes	327.68
9/26/2023	Marco Reyes	1,185.00
9/7/2023	Sara Spring	3,073.68
9/2/2023	Jessica Grinberg	701.01
9/2/2023	Escola's Locksmith	245.57
8/31/2023	Marco Reyes	580.00
8/31/2023	Marco Reyes	2,203.00
8/3/2023	City of fort Bragg	848.64
	Total Spent	31,808.14

Mendocino Coast Health Care District
Statement of Financial Position
As of March 24, 2023

	Total
ASSETS	
Current Assets	
Bank Accounts	
CASH AND CASH EQUIVALENTS	
BofA xx155 ¹	2,456,095.00
BofA AP xx268	174,273.90
BofA HH AP xx743	36,941.51
BofA HH PR xx680	21,663.14
BofA Master xx263 ¹	232,427.98
BofA Payroll xx282	6,238.47
SBMC Core xxxxx660	13,947.48
SBMC Gift Mem xxx686	0.00
SBMC HH xxx678	73,913.84
TRIC Deposit Account 7219	990,437.31
TRIC District AP -Checking (7244)	177,831.47
TRIC CIF - Restricted Account 7207	0.00
TRIC Measure C Restricted Fund - 5258	3,027,075.49
TRIC Property Tax Revenue Account 5861	2,575,334.00
Total Verified Bank Accounts	\$ 9,786,179.59
Total Cash	\$ 9,786,179.59
Other Assets	
Local Agency Investment Fund (LAIF)	3,519,951.91
CA DHCS Intergovernmental Transfer	912,733.00
Storage Deposit	1,606.00
Sun Life of Canada 962 shares	47,186.10
Total Other Assets	\$ 4,481,477.01
Accounts Receivable	
CA DHCS Intergovernmental Transfer - Estimate	\$ 900,000.00
Total Accounts Receivable	\$ 900,000.00
TOTAL ASSETS	\$ 15,167,656.60

LIABILITIES**Liabilities****Current Liabilities****Accounts Payable**

AHMC Accounts Receivable Claim as of February 28, 2023	1,504,892.00
--	--------------

CA Dept. Health Care Services Refund Claim ³	408,013.00
---	------------

Operations Accounts Payable (A/P)	0.00
-----------------------------------	------

Total Accounts Payable	\$ 1,912,905.00
-------------------------------	------------------------

Other Liabilities

CARES Act Refund	\$ 1,300,000.00
------------------	-----------------

United Health Care Loan	420,000.00
-------------------------	------------

Total Other Liabilities	\$ 1,720,000.00
--------------------------------	------------------------

Total Current Liabilities	\$ 3,632,905.00
----------------------------------	------------------------

Long-Term Liabilities

2016 Refunding Bonds	3,251,216.69
----------------------	--------------

HELP II Loan 21192275	835,794.08
-----------------------	------------

Total Long-Term Liabilities	\$ 4,087,010.77
------------------------------------	------------------------

Total Liabilities	\$ 7,719,915.77
--------------------------	------------------------

NET ASSETS MINUS LIABILITIES	\$ 7,447,740.83
-------------------------------------	------------------------

EQUITY

Net Capital Assets - FY2020 Audit (DZA)*	14,549,614.00
--	---------------

TOTAL EQUITY	\$ 14,549,614.00
---------------------	-------------------------

NET WORTH	\$ 21,997,354.83
------------------	-------------------------

NOTES:

¹ This account is primarily if not totally composed of payments to AHMC for services by insurance companies, etc. which will be passed through to AH.

³ This involves four different claims and was dated February 8, 2023. After consulting with Derek Petrak and Kelly Hohenbrink, whom he referred me to, it looks like this is a liability that was booked in 2020 while Doren Hammett was the CFO. Most likely, the District will have to pay it as a "trailing liability" of hospital operations.

⁴ This represents the value of land and improvements owned by the District. This figure comes from the 2019-2020 DZA Audit Capital assets, net of accumulated depreciation.

Disclaimer: This statement was not subjected to an audit, review, or compilation and may contain errors and omissions. The sole purpose of this document is to acquaint the Governing Board of the general status of the District's finances.

Prepared by J. Tippett, Treasurer

Mendocino Coast Health Care District
Warrant List
February 23 to March 24

Payee	For	Date Last Paid	Amount
Automated Payments			
BNY Mellon -	Revenue Bond	3/3/2023	51,691.19
Bank of America	Analysis Charge	2/28/2023	1,650.16
Mendocino Community Network*	Fusion Service 775	3/2/2023	84.21
Pelican Storage	Surplus Storage	3/22/2023	720.00
Mendocino Community Network	Hospice?	3/3/2023	132.47
Past Payments			
		Date Paid	Amount
Willdan Financial Services	Bond Certification	3/23/2023	2,375.00
Devine Design	Website	3/23/2023	547.34
Sara Spring	Old Website	3/23/2023	9.00
P&A Group ¹	Board HRA	3/21/2023	1,800.00
Melio	Payment Processing	3/23/2023	10.50
Streamline	Website	3/20/2023	200.00
Mendo Litho	Office Copying	3/20/2023	73.38
K. McKee & Co	Accounting	3/13/2023	420.00
Alexander Henson	Legal Services	2/27/2023	2,400.00
Beta Healthcare Group	Tail Liability Ins.	3/8/2023	866.09
Susan Savage	Office Copying	2/27/2023	354.00
Streamline	Website	2/27/2023	200.00
Mendocino Community Network	Past Due Fusion 775	2/27/2023	354.00
AHMC Maintenance and Improvement		2/27/2023	1,060,900.00
Payments Due			
		Due Date	Amount
Department of Health Care Services ²	MediCal Reimburse	4/5/2023	257,983.94
Department of Health Care Services ²	MediCal Reimburse	4/5/2023	306.47
Department of Health Care Services ²	MediCal Reimburse	4/5/2023	85,140.59
Department of Health Care Services ²	MediCal Reimburse	4/5/2023	74,581.92

Notes

¹P&A Group Payments aggregated into a single payment.

²These are reimbursement invoices for overpayments having to do with MediCal as a result of the 2019 MediCal Cost Report. We have secured a 30 day grace period to verify and try to negotiate these down. I do not see much hope in negotiating these down. See Documentation.

Adventist Health Accounts Receivable in Mendocino Coast Health Care District Accounts

Date	Amount	Totals	Description
12/31/2021	12,213,192		District's payable to AH as of 12/31/2021-A/R Reconciliation Summary
1/31/2022	(3,657,960)		Less Transfer to Adventist Health from Tri Counties Bank account #7219
3/4/2022	(403,081)		Less Transfer to Adventist Health from Tri Counties Bank account #7219
11/10/2022	(5,878,413)		Less Wire to Adventist Health from Bank of America account #1263
		2,273,738	Remaining 12/31/2021 payable to transfer to AH
7/1-31/2022	1,106,365		Patient Payments-July 2022 bank deposits-belonging to Adventist Health
9/2/2022	(790,000)		Less Transfer from Tri Counties bank account ending #7219
		316,365	Remaining to transfer to AH for July 2022 bank deposits
8/1-31/2022	619,997		Patient Payments-August 2022 bank deposits-belonging to Adventist Health
11/15/2022	(196)		Less Transfer from Savings Bank of Mendocino #0660
11/16/2022	(617,983)		Less Transfer from Bank of America account #1263
	1,818	1,818	Remaining to transfer to AH for August 2022 bank deposits
10/1-31/2022	273,128	273,128	Patient Payments-October 2022 bank deposits-belonging to Adventist Health
11/1-30/2022	1,944,621	1,944,621	Patient Payments-November 2022 bank deposits-belonging to Adventist Health
12/1-31/2022	276,313	276,313	Patient Payments-December 2022 bank deposits-belonging to Adventist Health
1/1-31/2023	264,047	264,047	Patient Payments-January 2023 bank deposits-belonging to Adventist Health
1/1/2023	1,030,000	1,030,000	Biannual Lease payment-Improvement Fund due from the District
2/28/2023	185,764	185,764	Patient Payments- February 2023
2/28/2023	(5,060,900)	(5,060,900)	Transfer from Bank of America Account #1263
2/28/2023		1,504,892	Current Balance Due Adventist

MEASURE C FUNDS
NET OF APPROVED ALLOCATIONS
As Of March 24 2023

<u>Date</u>	<u>Gross Parcel Tax Receipts</u>	<u>Assess</u>	<u>Rebates</u>	<u>Expenses</u>	<u>Net Parcel Tax Receipts</u>	<u>Capital Projects Approved</u>	<u>Balance</u>	
2018								
10/15	100				100		100	
2019								
1/14	965,606	(19,312)			946,294		946,394	
2/28			(18,144)		(18,144)		928,250	
4/3			(5,040)		(5,040)		923,210	
4/17			(1,584)		(1,584)		921,626	
4/26	667,146	(13,343)			653,803		1,575,429	
5/8						(700,000)	875,429	Medtech upgrade
5/30			(1,152)		(1,152)		874,277	
6/7			(1,296)		(1,296)		872,981	FYE '19
7/19			(4,608)		(4,608)		868,373	
7/24			(288)		(288)		868,085	
8/9			(1,296)		(1,296)		866,789	
8/20	121,445	(2,429)			119,016		985,805	
10/15						(56,088)	929,717	ED Flooring
						(24,650)	905,067	Nitrous manifold
12/4			(864)		(864)		904,203	
12/17	904,939	(18,099)			886,840		1,791,043	
12/19			(576)		(576)		1,790,467	
2020								
1/31						(136,568)	1,653,899	LOGIQ Ultrasound
1/31						(314,564)	1,339,335	NCFHC
1/31						(314,564)	1,024,771	ED
1/31						(314,564)	710,207	Labor & Delivery
5/31	625,231	(12,505)			612,726		1,322,933	
7/15			(3,168)		(3,168)		1,319,765	
9/15	111,327	(2,267)			109,060		1,428,825	? Same fees as Aug '20
12/17	890,906	(17,815)			873,091		2,301,916	
2021								
2/18					-	(2,225,478)	76,438	Roof rep,HVAC,AmbInc,fire sprkl,surg
4/23	615,436	(12,309)			603,127		679,565	
8/26	113,946	(2,267)			111,679		791,244	
10/19			(5,040)		(5,040)		786,204	
2022								
1/6	884,110	(17,682)			866,428		1,652,632	
4/14	610,304	(12,206)			598,098		2,250,730	
8/22	112,483	(2,250)			110,233		2,360,963	
2023								
12/22	882,604	(17,652)	(720)	(10,000)	854,232		3,215,195	Eastshore Consulting
CURRENT TOTALS	7,505,583	(150,136)	(43,776)	(10,000)	7,301,671	(4,086,476)	3,215,195	

Remaining Unallocated Measure C Funds

3,215,195

Measure C Restricted Account Balance

3,027,075

(as per J. Tippett 3/6/23)

Minimum true-up required to bring Measure C Funds up to unallocated balance as of 3/6/23.

188,120

RUN DATE: 06/01/20
 RUN TIME: 1012
 RUN USER: JHUGLAND

Mendocino Coast Dist Hspl GL **LIVE**
 SUMMARY TRIAL BALANCE

JUN 2019
 FINAL

Round Money: 0.01

ACCOUNT	DESCRIPTION	From Account	Thru Account	DEBITS	CREDITS	NET	CLOSE
		20.2061.0015	20.2064.0019				
		OPEN					
20.2061.0015	MCDH MCARE SETTLEMENT-FYE 15	-0.01				0.00	-0.01
20.2061.0016	MCDH MCARE SETTLEMENT-FYE 16	-190,421.97		190,422.00		190,422.00	0.03
20.2061.0017	MCDH MCARE SETTLEMENT - FYE 17	-0.13			250,337.00	-250,337.00	-250,337.13
20.2061.0018	MCDH MCARE SETTLEMENT-FYE 18	0.13				0.00	0.13
20.2061.0019	MCDH MCARE SETTLEMENT-FYE 19	147,000.00			147,000.00	-147,000.00	0.00
20.2064.0013	MCDH MCAL RHC RECONCILIATION FYE'13	61,522.85		210,759.78	272,282.63	-61,522.85	0.00
20.2064.0014	MCDH MCAL RHC RECONCILIATION-FYE'14	149,175.99			149,175.99	-149,175.99	0.00
20.2064.0015	MCDH MCAL RHC RECONCILIATION-FYE'15	-210,191.00		210,191.00		210,191.00	0.00
20.2064.0016	MCDH MCAL RHC RECONCILIATION-FYE'16	-333,125.52		333,125.52	441,485.00	-108,359.48	-441,485.00
20.2064.0017	MCDH MCAL RAC RECONCILIATION-FYE'17	-281,596.00				0.00	-281,596.00
20.2064.0018	MCDH MCAL RAC RECONCILIATION-FYE'18	-422,426.00				0.00	-422,426.00
20.2064.0019	MCDH MCAL RAC RECONCILIATION-FYE'19	-379,000.00		379,000.00	472,678.00	-93,678.00	-472,678.00
GRAND TOTALS		-1,459,061.66		1,323,498.30	1,732,958.62	-409,460.32	-1,868,521.98

Mendocino Coast Health Care District
 North Coast Family Health Clinic
 Analysis of Current Year Settlement
 FYE 6/30/19

		1124220249			
		07/01/18 to 09/30/18	10/01/18 to 06/30/19	Sources	
Code 018					
PPS RATE		217.03	219.63	Confirmed with DHCS 2016 Audit	205.39
<i>Projected</i>					
PHP Visits	Code 018	1,255	3,665	4,920	NextGen Claim Report 4,995
PHP/Medicare Visits		784	2,289	3,073	NextGen Claim Report 627
Code 018 Visits		2,039	5,954		5,622
Code 002 MediMedi		-	1		Prior year PCSR, low experience 3
		2,039	5,955	7,994	5,625
Expectation		442,524	1,307,901	1,750,425	1,147,138
Capitation Payments		-	-	-	G/L
FFS payments		47,077	137,481	184,558	NextGen Claim Report 184,007
Beacon(BH FFS)		-	-	-	NextGen Claim Report
Medicare pmts		156,494	457,107	613,601	PS&R; imputed rate \$199.61 123,117
		203,572	594,588	798,159	307,124
CD 02 Wrap Payments		31.61	32.05		MCAL Rate
CD 18 Wrap Payments		176.43	178.90		MCAL Rate
		-	32	32	Projected MCAL payments 29
		359,741	1,065,171	1,424,911	Projected MCAL payments 850,565
Total Payments		563,312	1,659,790	2,223,103	1,157,718
Receivable		(120,788)	(351,890)	(472,678)	(10,580)


Medicare Rate	
\$	137.20 \$ 171.50
\$	140.69 \$ 175.86

Fw: Mendocino Coast Dist Hospital / Medi-Cal Withholding / FYE June 30, 2019

Jade Tippett <jtippett@mcdh.org>

Mon 3/20/2023 12:21 PM

To: Hougland, Judith <houglaj@ah.org>

 1 attachments (383 KB)

RHC Reconciliation-FYE 2019 Estimated Liability.pdf;

Judy,

Do you have access to the final audit of the payment reconciliation Kelly is referring to? I's really like to reduce this \$450,000 unexpected hit any way we can.

Thanks,

--j

Jade Tippett

Treasurer

Mendocino Coast Health Care District Board

<https://mchcd.org>

jtippett@mcdh.org

Mobile: 707-489-4986

From: kelly@hohenbrink.net <kelly@hohenbrink.net>

Sent: Monday, March 20, 2023 10:00 AM

To: petrakassociates@aol.com <petrakassociates@aol.com>

Cc: Jade Tippett <jtippett@mcdh.org>

Subject: RE: Mendocino Coast Dist Hospital / Medi-Cal Withholding / FYE June 30, 2019

The letter pertains to a 6/30/2019 reconciliation. The as filed reconciliation for 2019 was a \$450,000 obligation due the State. Meaning the amount due is fairly accurate and not likely to change.

What is still open related to the FYE in question is the final audit of the payment reconciliation. The report was likely filed in late 2020. There is a three year statute of limitations in which DHCS may conduct and audit of the filed reconciliation. We should be looking for this report.

Usually audits increase the obligations or reduce receivables. Meaning that the balance could actually go up.

Attached is a record from the CFO in which the potential liability was estimated and recorded in the books and records of the District. At the time the CFO was Doran Hammett.

In my opinion based on what I see and know about this situation is that the balance is owed and it will not materially change.

Respectfully,

Kelly Hohenbrink

CHW, LLP

7797 N First St., #15, Fresno, CA 93720

O (559) 549-5400, x5

C (559) 285-2533

From: petrakassociates@aol.com <petrakassociates@aol.com>

Sent: Sunday, March 19, 2023 12:48 PM

To: kelly@hohenbrink.net

Cc: jtippett@mcdh.org

Subject: Mendocino Coast Dist Hospital / Medi-Cal Withholding / FYE June 30, 2019

Good afternoon Kelly:

Regarding the Mendocino Coast Dist Hospital Medi-Cal withholding inquiry Mr. Jade Tippett sent you, the withholding is legit and pertains to the Hospital's RHC FYE June 30, 2019. Please take a look at the attached Notice of Tentative Settlement dated Sept. 24, 2021 and let Mr. Tippett if there is anything you can do to reduce the liability. There is nothing I can do on my end.

Thanks, take care and have a wonderful rest of your weekend my friend.

Derek F. Petrak

Petrak & Associates, Inc.

2255 Morello Ave., Suite 201

Pleasant Hill, CA 94523

Office:(925) 685-1751

Cell: (925) 765-3870

-----Original Message-----

From: Lloyd, Kristi@DHCS <Kristi.Lloyd@dhcs.ca.gov>

To: petrakassociates@aol.com <petrakassociates@aol.com>

Cc: Nguyen, Ngoc@DHCS <Ngoc.Nguyen@dhcs.ca.gov>

Sent: Wed, Mar 8, 2023 10:55 am

Subject: RE: [External]Need your advice and direction

This is the tentative Settlements for the Reconciliation cost report for FYE 6/30/2019. Please see the attached that was mailed out regarding this TRA.

Thanks. Kristi

Kristi Lloyd

Staff Services Manager 1, Unit 1

Cost Report Tracking Section

Financial Review Division

Audits & Investigations

California Department of Health Care Services (DHCS)

Phone: (916)713-8668



From: petrakassociates@aol.com <petrakassociates@aol.com>
Sent: Wednesday, March 8, 2023 10:34 AM
To: Lloyd, Kristi@DHCS <Kristi.Lloyd@dhcs.ca.gov>
Cc: Nguyen, Ngoc@DHCS <Ngoc.Nguyen@dhcs.ca.gov>
Subject: Re: [External]Need your advice and direction

Are these cost reports? RHC reconciliations?

Derek F. Petrak

Petrak & Associates, Inc.
2255 Morello Ave., Suite 201
Pleasant Hill, CA 94523
Office:(925) 685-1751
Cell: (925) 765-3870

-----Original Message-----

From: Lloyd, Kristi@DHCS <Kristi.Lloyd@dhcs.ca.gov>
To: petrakassociates@aol.com <petrakassociates@aol.com>
Cc: Nguyen, Ngoc@DHCS <Ngoc.Nguyen@dhcs.ca.gov>
Sent: Wed, Mar 8, 2023 10:14 am
Subject: RE: [External]Need your advice and direction

Good Morning,

I heard back from TPLRD. So all the amounts are in reference to the TRA for FYE 06/30/2019.

1. AR 6042130745

- a. Original amount: \$308,452.00
- b. FYE 6/30/2019
- c. FAB2021-7668
- d. Current balance: \$259,398.53
- e. DHCS reference number: 1124220249-019

2. AR 6042130746

- a. Original amount: \$69,350.00
- b. FYE 6/30/2019
- c. FAB2021-7669
- d. Current balance: \$74,986.46
- e. DHCS reference number: 1124220249-020

3. AR 6042130747

- a. Original amount: \$79,168.00
- b. FYE 6/30/2019
- c. FAB2021-7670
- d. Current balance: \$85,602.40
- e. DHCS reference number: 1124220249-021

4. AR 6042130748

- a. Original amount: \$285.00
- b. FYE 6/30/2019
- c. FAB2021-7671
- d. Current balance: \$308.13
- e. DHCS reference number: 1124220249-022

Kristi Lloyd

Staff Services Manager 1, Unit 1

Cost Report Tracking Section

Financial Review Division

Audits & Investigations

California Department of Health Care Services (DHCS)

Phone: (916)713-8668



From: petrakassociates@aol.com <petrakassociates@aol.com>

Sent: Wednesday, March 8, 2023 9:50 AM

To: Lloyd, Kristi@DHCS <Kristi.Lloyd@dhcs.ca.gov>

Cc: Nguyen, Ngoc@DHCS <Ngoc.Nguyen@dhcs.ca.gov>

Subject: Re: [External]Need your advice and direction

THANKS!!!!

And really sorry to bother you with this!!

Derek F. Petrak

Petrak & Associates, Inc.
2255 Morello Ave., Suite 201
Pleasant Hill, CA 94523
Office:(925) 685-1751
Cell: (925) 765-3870

-----Original Message-----

From: Lloyd, Kristi@DHCS <Kristi.Lloyd@dhcs.ca.gov>

To: petrakassociates@aol.com <petrakassociates@aol.com>

Cc: Nguyen, Ngoc@DHCS <Ngoc.Nguyen@dhcs.ca.gov>

Sent: Wed, Mar 8, 2023 9:38 am

Subject: RE: [External]Need your advice and direction

I have reached out to a Supervisor in Third Party liability. Hopefully they will contact you- or give me an answer so I can provide it.

Thanks. Kristi

Kristi Lloyd

Staff Services Manager 1, Unit 1

Cost Report Tracking Section

Financial Review Division

Audits & Investigations

California Department of Health Care Services (DHCS)

Phone: (916)713-8668



From: petrakassociates@aol.com <petrakassociates@aol.com>

Sent: Wednesday, March 8, 2023 9:25 AM

To: Lloyd, Kristi@DHCS <Kristi.Lloyd@dhcs.ca.gov>

Cc: Nguyen, Ngoc@DHCS <Ngoc.Nguyen@dhcs.ca.gov>

Subject: Re: [External]Need your advice and direction

Good morning Ladies:

Hope all is going well on the wet Wed morning. I'm just following up on the request presented below. Nobody from the 3rd Party Liability unit has contacted me yet.

Thanks, take care and have a wonderful day my friends.

Derek F. Petrak

Petrak & Associates, Inc.

2255 Morello Ave., Suite 201

Pleasant Hill, CA 94523

Office:(925) 685-1751

Cell: (925) 765-3870

-----Original Message-----

From: Lloyd, Kristi@DHCS <Kristi.Lloyd@dhcs.ca.gov>

To: petrakassociates@aol.com <petrakassociates@aol.com>

Cc: Nguyen, Ngoc@DHCS <Ngoc.Nguyen@dhcs.ca.gov>

Sent: Tue, Feb 28, 2023 10:55 am

Subject: RE: [External]Need your advice and direction

Good Morning,

I forwarded your email to Third Party Liability because from these letters I am unable to determine where the amounts came from. Hopefully someone already reached out- if not and you don't hear anything back in a few days let me know and I will send to someone else.

Thanks. Kristi

Kristi Lloyd

Staff Services Manager 1, Unit 1

Cost Report Tracking Section

Financial Review Division

Audits & Investigations

California Department of Health Care Services (DHCS)

Phone: (916)713-8668



From: petrakassociates@aol.com <petrakassociates@aol.com>

Sent: Monday, February 27, 2023 9:52 AM

To: Lloyd, Kristi@DHCS <Kristi.Lloyd@dhcs.ca.gov>; Nguyen, Ngoc@DHCS <Ngoc.Nguyen@dhcs.ca.gov>

Subject: [External]Need your advice and direction

Good morning Ladies:

I'm hoping you can point me in the right direction. My Mendocino Coast Dist Hospital has rec'd the four attached request for payment, but we have no idea at all what these pertain to. The Hospital has been taken over by Adventist to manage and nobody there know what these are. Can you shed any light and provide me a DHCS contact I can email.

Thanks, take care and enjoy the rain!!!! It's pouring here in Pleasant Hill and coming your way my friends.

Derek F. Petrak

Petrak & Associates, Inc.

2255 Morello Ave., Suite 201

Pleasant Hill, CA 94523

Office:(925) 685-1751

Cell: (925) 765-3870

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Chair's Report

March 30, 2023, Regular Meeting of the Board of Directors Mendocino Coast Health Care District

1. As the Chair and following the Board of Directors' recommendation, I have been invited to join the Adventist Health Community Board and have completed all the documents submission requested. The first meeting to which I am invited is an all-day strategy session on April 30, 2023 in Santa Rosa.
2. The first Adventist Health Care Roundtable of local health care providers and stakeholders was held at the invitation of Judy Leach on February 24, 2023. This group will meet every other month.
3. Hospital Administrator Judy Leach and I meet monthly.
4. Two names of potential Board Retreat consultants have been given to me to follow up with.
5. Some time was spent this month researching sample Requests for Proposals for General Counsel and compiling Scope of Services and Evaluation Criteria. Director Spring and I met to review the research and plan for next steps.
6. Last week, Hospital Administrator, Judy Leach, sent me the solar installation proposal that appears on the agenda as item 8.1. I contacted Joshua Taylor who does energy management for Adventist Health to get additional information and to determine if there is any flexibility in the plan as the plan as presented would put permanent solar panels in several lines across the vacant property adjacent to the hospital and erect carports over most of the parking lot with solar panels on top of the carports. Electric vehicle charging stations could be included.

The developer would erect the carports and the solar panels at no cost to the MCHCD. There is an April 13, 2023, deadline by which to file for this program with Pacific Gas and Electric to obtain the best utility rate reduction. Given the deadline, Joshua Taylor offered to zoom into this meeting to discuss the solar proposal. As he is on the East Coast, his appearance was set at 7:00 PM.

The use of the vacant land would require clearing the property of trees and could potentially conflict with any options to use this as the site of a new hospital. I contacted Andrew Flanigan at the Devenney Group and shared the map of the solar proposal with him to get his opinion on any potential conflicts with the options Devenney has presented. His suggestion was to eliminate the panels on the vacant property and on the proposed carports closest to the existing buildings. The proposed solar installation information plus the Devenney Group's previous presentation containing two options for building a new hospital near the existing hospital and the Devenney Group's suggested modification of the solar proposal are included in the agenda packet to facilitate discussion.

7. Last week I was also contacted by Chip Faulmann, Administrative Director for Program Management, Adventist Health Office of Design and Construction with a proposal to fold

the MCHCD into the Seismic Compliance Plan that Adventist Health has developed for its hospitals in California. After contacting Chip Faulmann I learned that Adventist Health's goal was to use the same architecture firm and same structural engineer to assess the minimum requirements necessary to meet the CAC 2030 seismic compliance requirements and to satisfy the HCAI/OSHPD requirements for applying for the Small and Rural Hospital Relief Program (SRHRP) grant to defray some of the cost of evaluating the impact and cost of retrofitting existing hospital facilities. I have included a summary of my conversations with Mr. Faulmann together with the Timeline Adventist Health has developed for bringing their hospitals into compliance by 2030 and a brief description of the SRHRP grant, as information for the discussion about agenda item 9.2.

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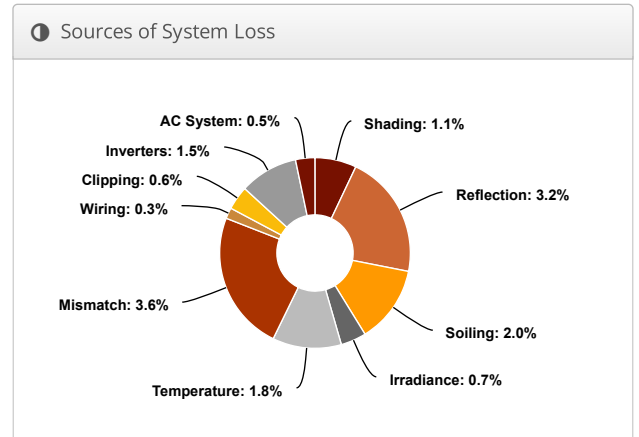
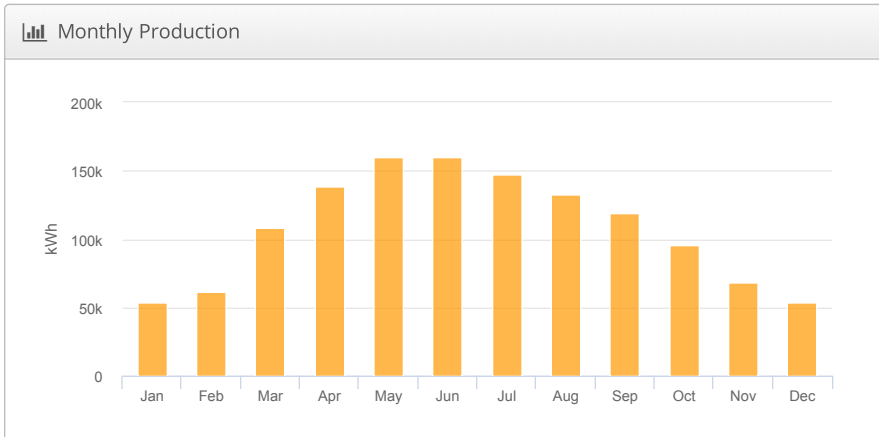
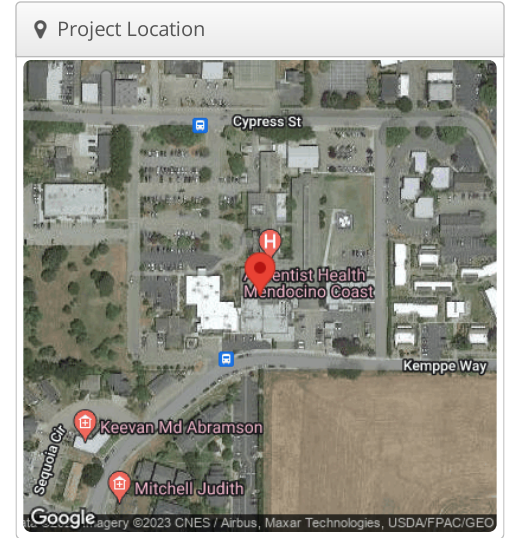
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CP + GM Adventist - Mendocino Coast, 700 River Dr, Fort Bragg, CA 95437

Report	
Project Name	Adventist - Mendocino Coast
Project Address	700 River Dr, Fort Bragg, CA 95437
Prepared By	Theo Bosch theo.bosch@engie.com

System Metrics	
Design	CP + GM
Module DC Nameplate	894.8 kW
Inverter AC Nameplate	840.0 kW Load Ratio: 1.07
Annual Production	1,297 GWh
Performance Ratio	85.8%
kWh/kWp	1,450.0
Weather Dataset	TMY, 10km Grid (39.45,-123.85), NREL (prospector)
Simulator Version	c702a04a44-42c6a77408-18de5da4bc-6436713101



⚡ Annual Production			
	Description	Output	% Delta
Irradiance (kWh/m ²)	Annual Global Horizontal Irradiance	1,550.4	
	POA Irradiance	1,690.6	9.0%
	Shaded Irradiance	1,672.4	-1.1%
	Irradiance after Reflection	1,618.8	-3.2%
	Irradiance after Soiling	1,586.4	-2.0%
	Total Collector Irradiance	1,586.4	0.0%
Energy (kWh)	Nameplate	1,420,424.7	
	Output at Irradiance Levels	1,411,056.4	-0.7%
	Output at Cell Temperature Derate	1,385,927.0	-1.8%
	Output After Mismatch	1,335,865.2	-3.6%
	Optimal DC Output	1,332,101.0	-0.3%
	Constrained DC Output	1,323,925.0	-0.6%
	Inverter Output	1,303,944.3	-1.5%
		Energy to Grid	1,297,424.6
Temperature Metrics			
	Avg. Operating Ambient Temp		14.2 °C
	Avg. Operating Cell Temp		22.3 °C
Simulation Metrics			
	Operating Hours	4651	
	Solved Hours	4651	

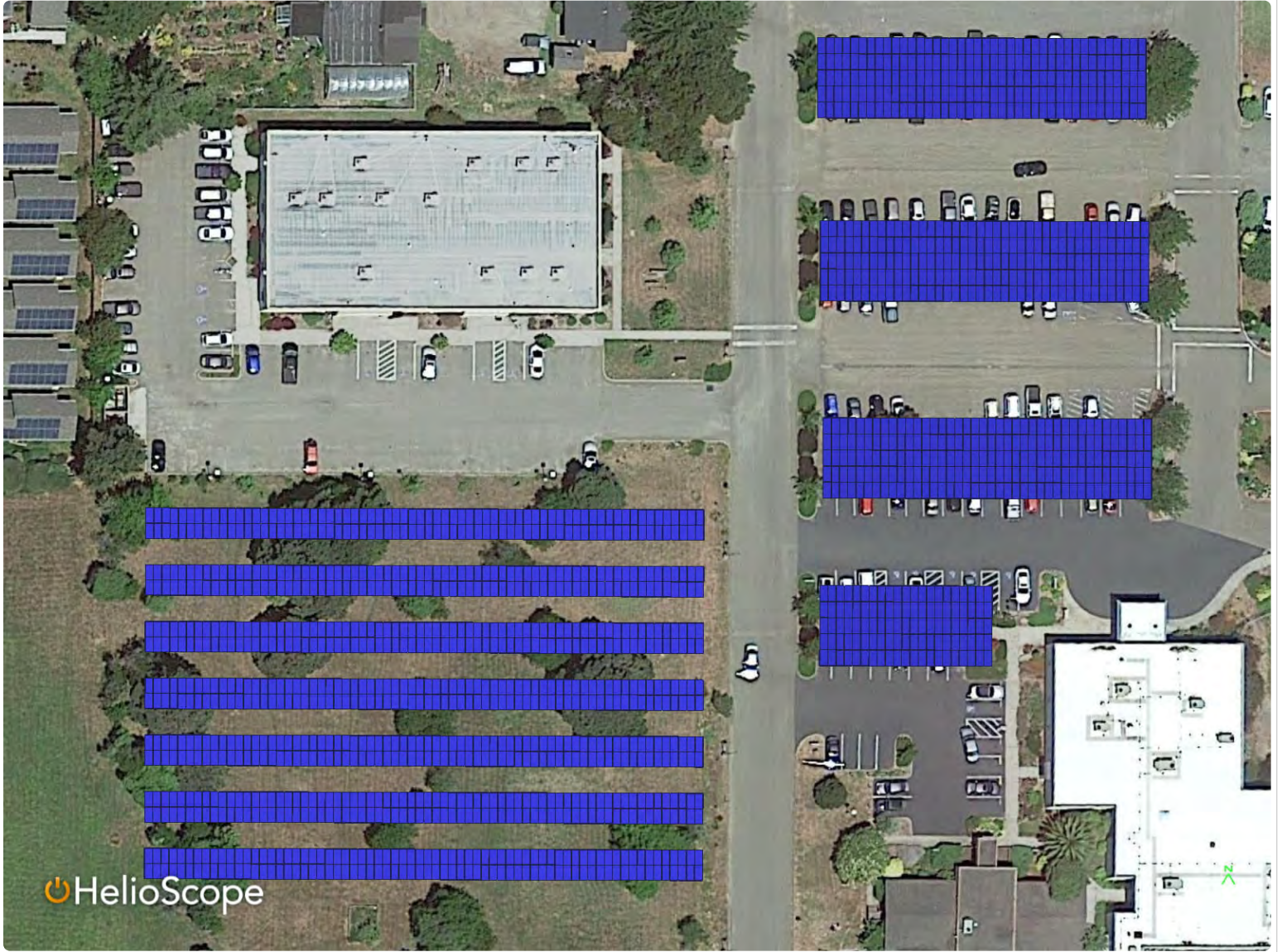
☁ Condition Set												
Description	Condition Set 1											
Weather Dataset	TMY, 10km Grid (39.45,-123.85), NREL (prospector)											
Solar Angle Location	Meteo Lat/Lng											
Transposition Model	Perez Model											
Temperature Model	Sandia Model											
Temperature Model Parameters	Rack Type	a	b	Temperature Delta								
	Fixed Tilt	-3.56	-0.075	3°C								
	Flush Mount	-2.81	-0.0455	0°C								
Soiling (%)	J	F	M	A	M	J	J	A	S	O	N	D
	2	2	2	2	2	2	2	2	2	2	2	2
Irradiation Variance	5%											
Cell Temperature Spread	4° C											
Module Binning Range	-2.5% to 2.5%											
AC System Derate	0.50%											
Module Characterizations	Module						Uploaded By		Characterization			
	CS6W-540MS (Canadian Solar)						HelioScope		Spec Sheet Characterization, PAN			
Component Characterizations	Device		Uploaded By				Characterization					

📦 Components		
Component	Name	Count
Inverters	CPS SCA60KTL-DO/480 (Chint)	14 (840.0 kW)
Home Runs	12 AWG (Copper)	4 (179.9 ft)
Combiners	2 input Combiner	2
Combiners	4 input Combiner	2
Strings	10 AWG (Copper)	98 (12,266.2 ft)
Module	Canadian Solar, CS6W-540MS (540W)	1,657 (894.8 kW)

🔌 Wiring Zones			
Description	Combiner Poles	String Size	Stringing Strategy
Wiring Zone	12	14-19	Along Racking
Wiring Zone 2	-	14-19	Along Racking
Wiring Zone 3	-	14-19	Along Racking
Wiring Zone 4	-	14-19	Along Racking
Wiring Zone 5	-	14-19	Along Racking

🏠 Field Segments									
Description	Racking	Orientation	Tilt	Azimuth	Intrarow Spacing	Frame Size	Frames	Modules	Power
CP-A.2	Carport	Portrait (Vertical)	7°	180.19423°	0.0 ft	1x1	200	200	108.0 kW
CP-A.1	Carport	Portrait (Vertical)	7°	180.19423°	0.0 ft	1x1	200	200	108.0 kW
CP-A.2 (copy)	Carport	Portrait (Vertical)	7°	180.19423°	0.0 ft	1x1	200	200	108.0 kW
CP-A.2 (copy 1)	Carport	Portrait (Vertical)	7°	180.19423°	0.0 ft	1x1	105	105	56.7 kW
Field Segment 5	Fixed Tilt	Portrait (Vertical)	20°	180.19423°	12.0 ft	2x1	476	952	514.1 kW

Detailed Layout



Mendocino Coast District Hospital

Overview Presentation | 11.08.2022

Devenney
GROUP

SPC & NPC Updates

Mendocino Coast District Hospital

GENERAL

BUILDINGS ON CAMPUS RANKED BETWEEN 2-4 FOR SPC & NPC BY HCAI (CALIFORNIA DEPARTMENT OF HEALTHCARE ACCESS AND INFORMATION)

BUILDINGS REQUIREMENTS TO BE MET BY **JAN. 1, 2030:**

SPC < 2 UPGRADED TO SPC 4D

NPC < 2 UPGRADED TO NPC 4/5

SPC

STRUCTURAL PERFORMANCE CATEGORY

REQUIREMENTS INCLUDE: UPGRADING STRUCTURAL ELEMENTS INCLUDING FOUNDATION, COLUMNS, ETC

NPC

NON-STRUCTURAL PERFORMANCE CATEGORY

REQUIREMENTS INCLUDE: INFRASTRUCTURE BRACING AND EQUIPMENT ANCHORAGE ALONG WITH UPGRADING WATER & FUEL STORAGE TANKS ON CAMPUS

MCDH Seismic Site Plan

Mendocino Coast District Hospital

OVERALL (HCAI) CAMPUS:



2030 SPC NON-COMPLIANT:



2030 NPC NON-COMPLIANT:

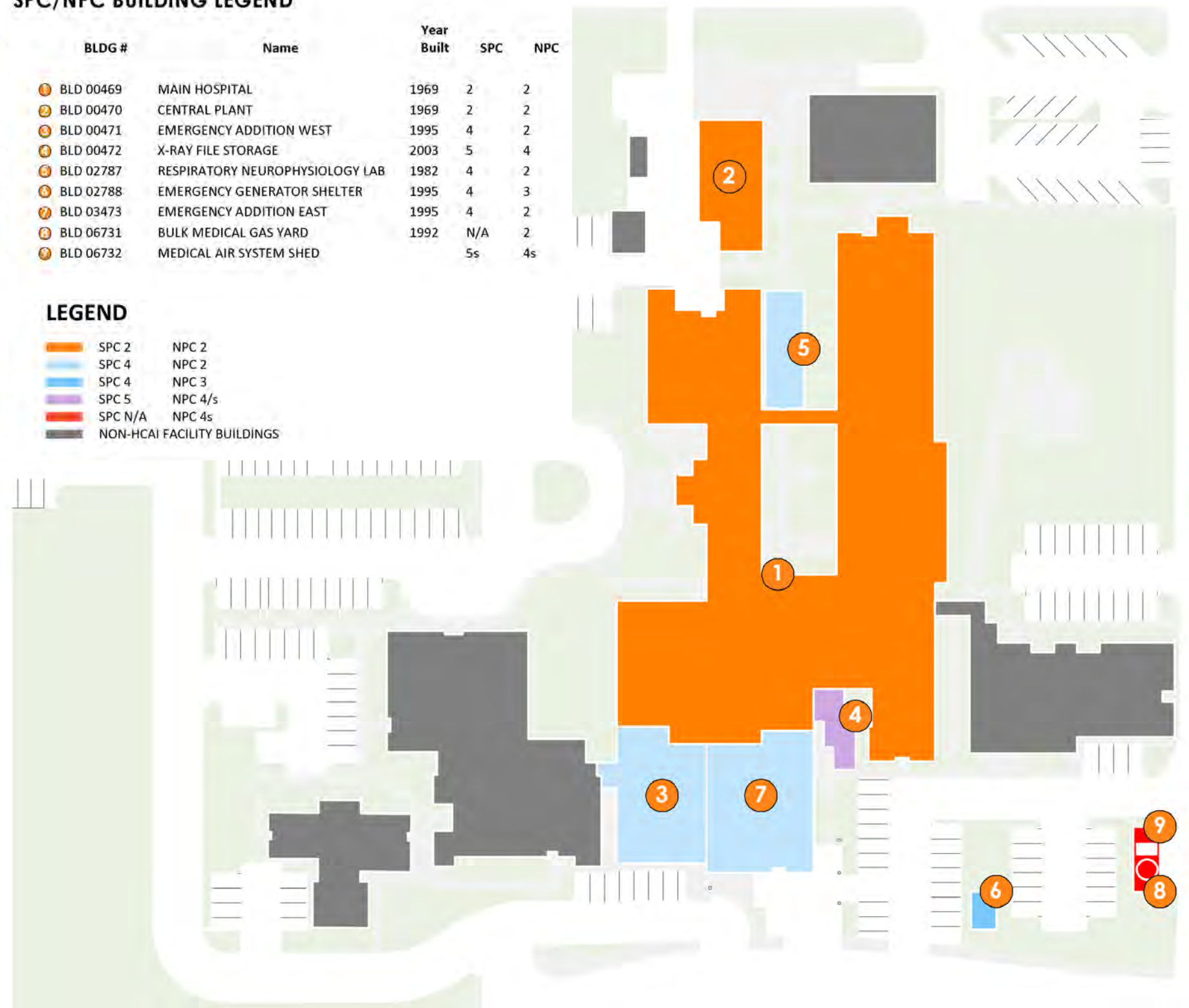


SPC/NPC BUILDING LEGEND

BLDG #	Name	Year Built	SPC	NPC
1 BLD 00469	MAIN HOSPITAL	1969	2	2
2 BLD 00470	CENTRAL PLANT	1969	2	2
3 BLD 00471	EMERGENCY ADDITION WEST	1995	4	2
4 BLD 00472	X-RAY FILE STORAGE	2003	5	4
5 BLD 02787	RESPIRATORY NEUROPHYSIOLOGY LAB	1982	4	2
6 BLD 02788	EMERGENCY GENERATOR SHELTER	1995	4	3
7 BLD 03473	EMERGENCY ADDITION EAST	1995	4	2
8 BLD 06731	BULK MEDICAL GAS YARD	1992	N/A	2
9 BLD 06732	MEDICAL AIR SYSTEM SHED		5s	4s

LEGEND

Orange	SPC 2	NPC 2
Light Blue	SPC 4	NPC 2
Blue	SPC 4	NPC 3
Purple	SPC 5	NPC 4/s
Red	SPC N/A	NPC 4s
Grey	NON-HCAI FACILITY BUILDINGS	



Case Study – Wood Structures

Mendocino Coast District Hospital

- ANALYSIS HAS RESULTED IN REDUCED IMPACTS ON PAST PROJECTS
 - REDUCE PLYWOOD SHEAR WALL STRENGTHENING BY UTILIZING NON-STRUCTURAL WALLS TO REDUCE DEMANDS ON SHEAR WALLS
 - ALTERNATE APPROACH TO EXISTING HOLDOWNS ALLOWS REDUCED IMPACTS
 - RECENT HCAI UNDERSTANDING OF WOOD STRUCTURE ANALYSIS FOR IMPACT OF NON-STRUCTURAL MEMBERS
 - RECENT HCAI UNDERSTANDING OF WOOD STRUCTURE ANALYSIS FOR IMPACT ON FOUNDATION
 - REDUCTION OF MTCAP TESTING REQUIREMENTS



Impact to Operations

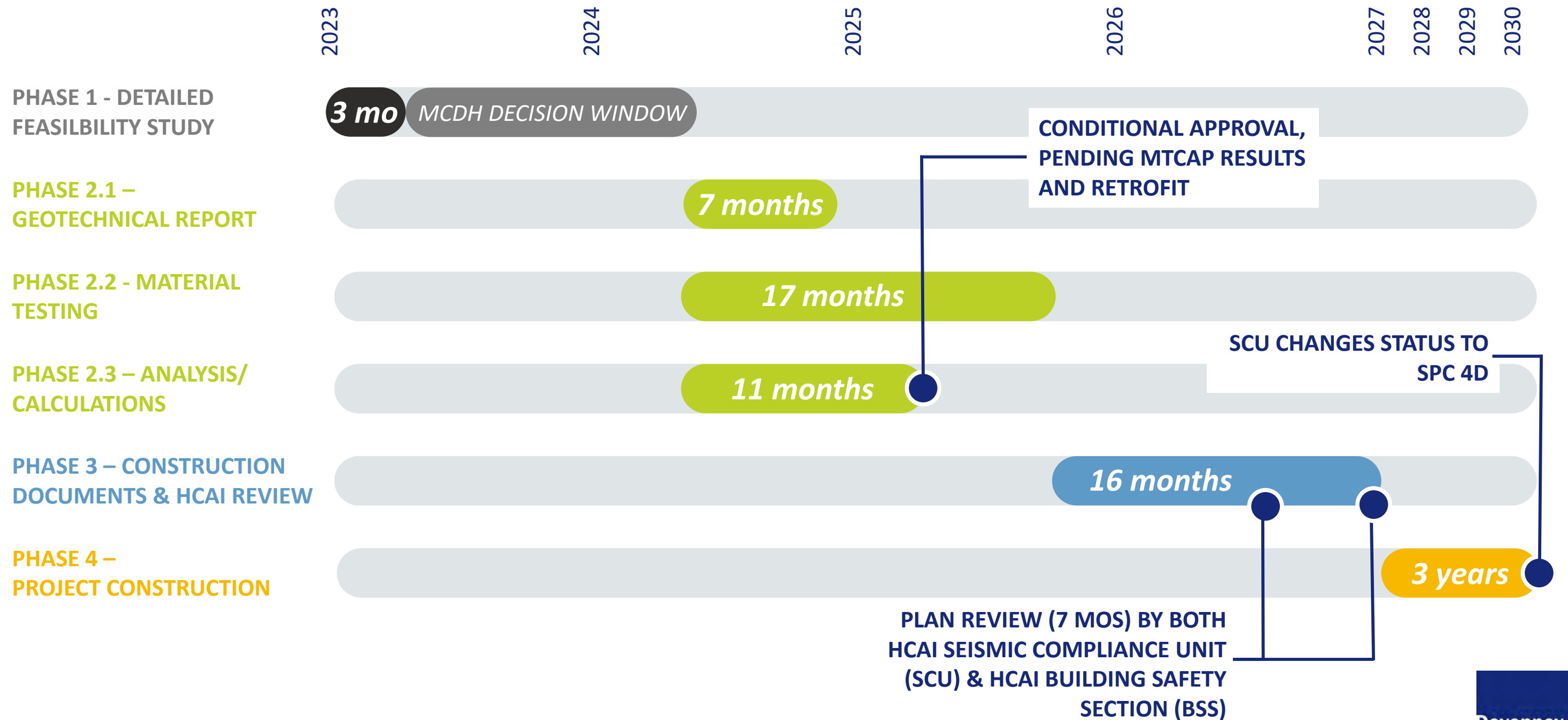
Mendocino Coast District Hospital

- STRENGTHENING ELEMENTS
 - FOUNDATION UPGRADES
 - SHEAR WALL STRENGTHENING OR BRACING
 - ROOF SYSTEM STRENGTHENING
 - EQUIPMENT ANCHORAGE
 - PIPING AND DUCT WORK SYSTEM ANCHORAGE
- IMPACT TO FACILITY (NOT FULLY KNOWN UNTIL IMPACT STUDY COMPLETED)
 - LONG AND NUMEROUS PHASES TO LIMIT DOWNTIME TO CORE SERVICES
 - ISOLATED ROOMS TO LARGE ZONES DEPENDING ON ANALYSIS



Seismic Upgrade Process – Phase 1 & 2

Mendocino Coast District Hospital



Projections and Future Program Projections

Mendocino Coast District Hospital

FUTURE PROJECTED PROGRAM (2031)	RECOMMENDED PROJECTIONS
BEDS – ICU	4
BEDS – GENERAL ACUTE	12 - 20
ED BAYS	14 - 16
SURGERY – OPERATING ROOMS	2
CT	1
RAD/FLUORO	2
ULTRASOUND	1
MRI/NM	MOBILE
ENDO	2
TOTAL NEW BUILDING GROSS SQUARE FEET	54,000 – 66,100 BGSF

Existing Site Analysis

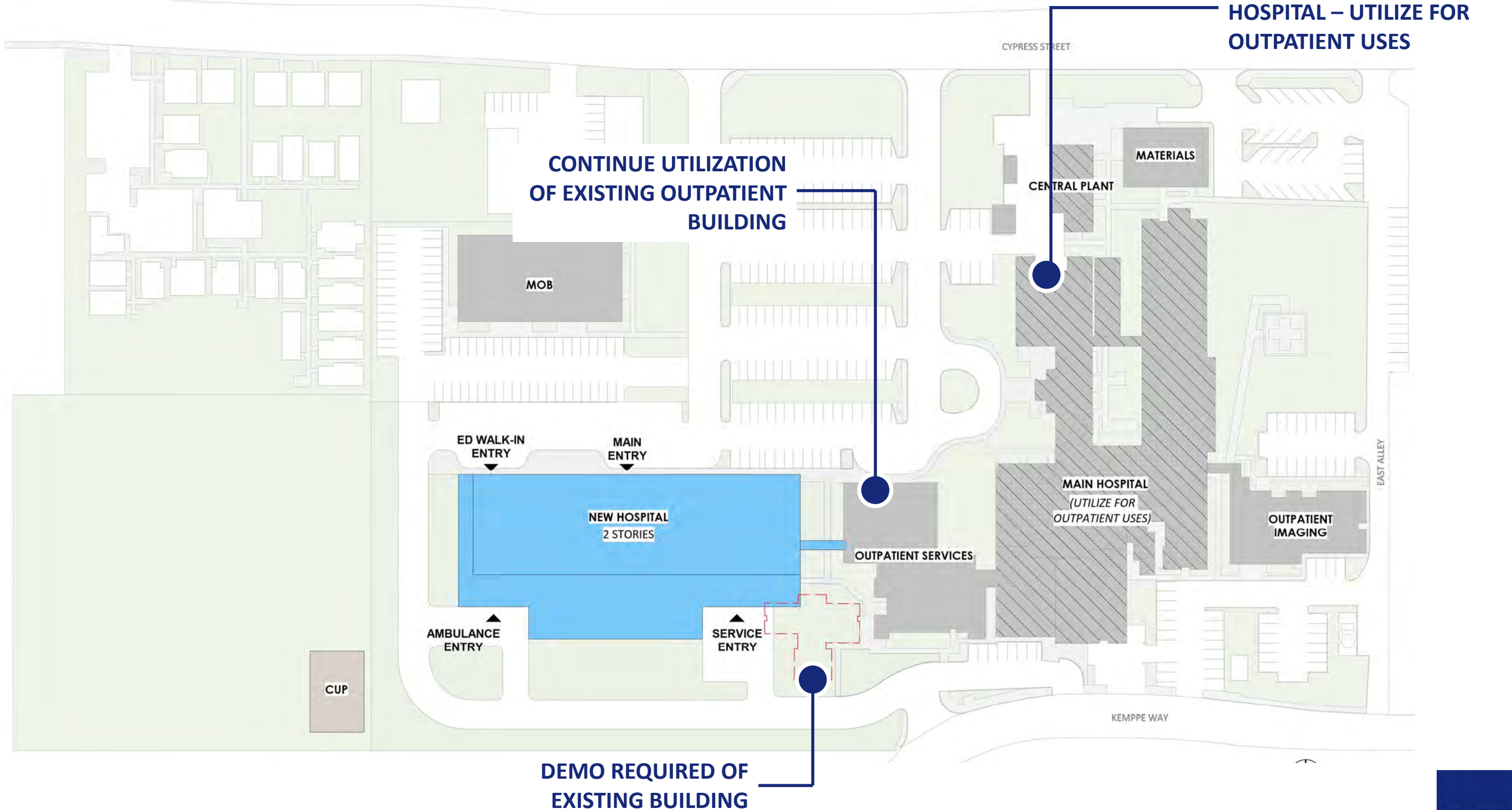
Mendocino Coast District Hospital

- 1. ZONING: CO IN COASTAL DISTRICT
- 2. SITE SETBACKS: 10 – 20 FEET
- 3. BUILDING HEIGHT: 25 FEET, 35 FEET WITH VARIANCE
- 4. FLOOR AREA RATIO: 40% OF SITE



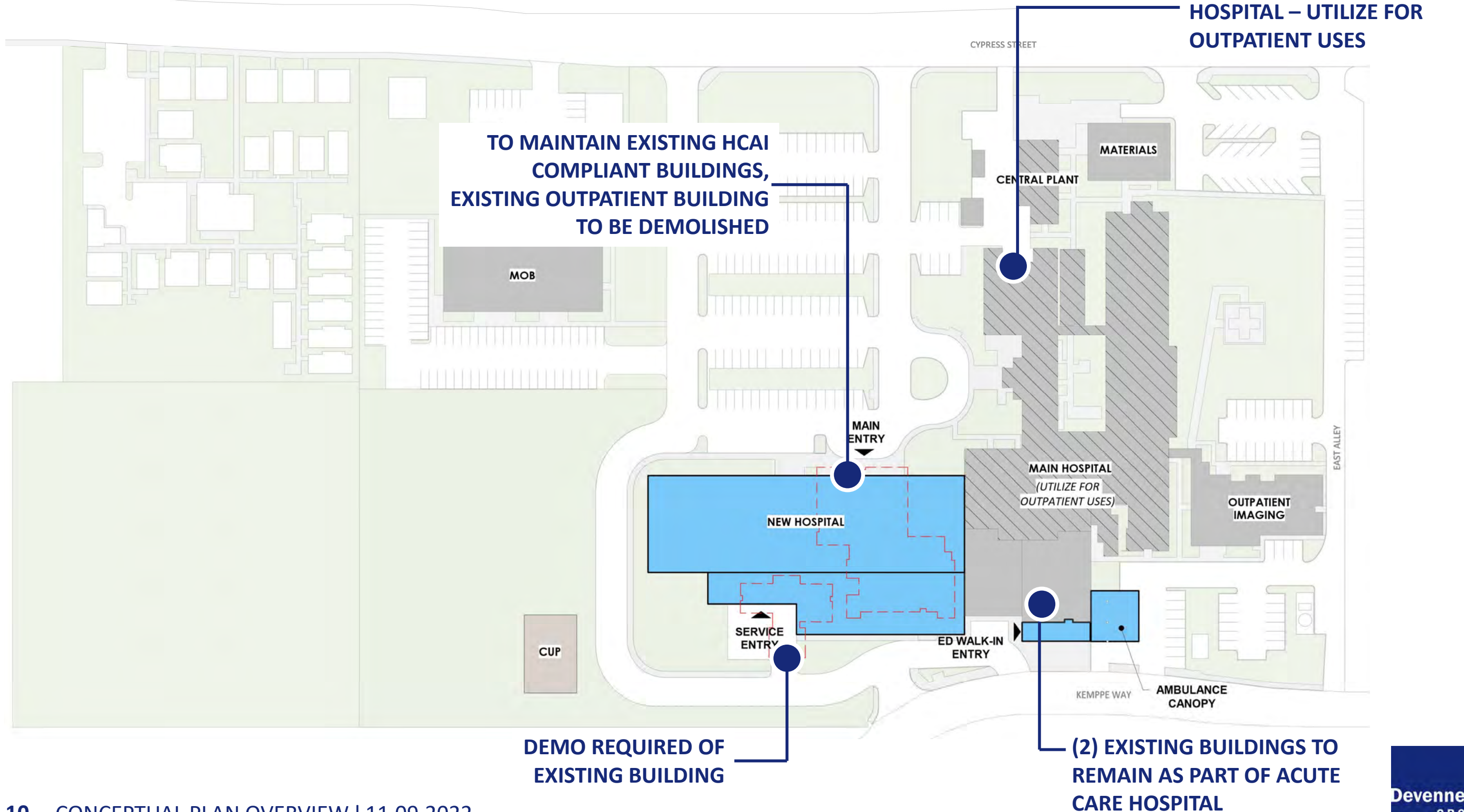
Future Site Plan – Diagram Option 1

Mendocino Coast District Hospital



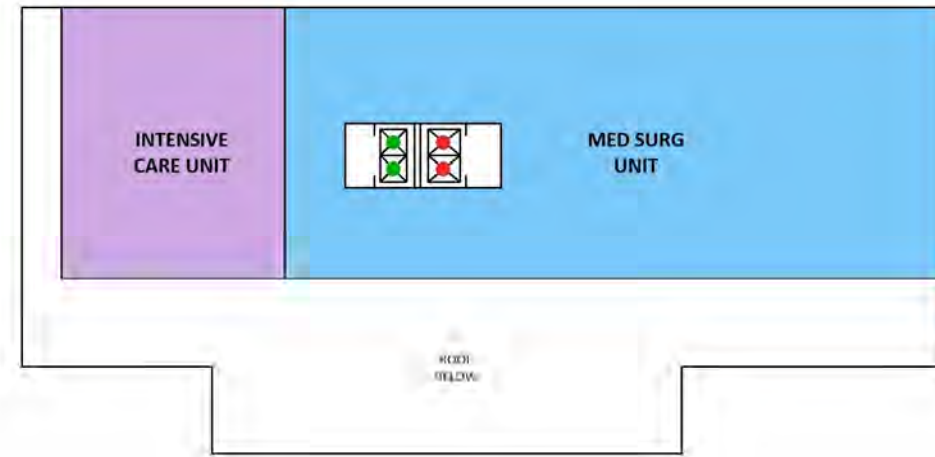
Future Site Plan – Diagram Option 2

Mendocino Coast District Hospital

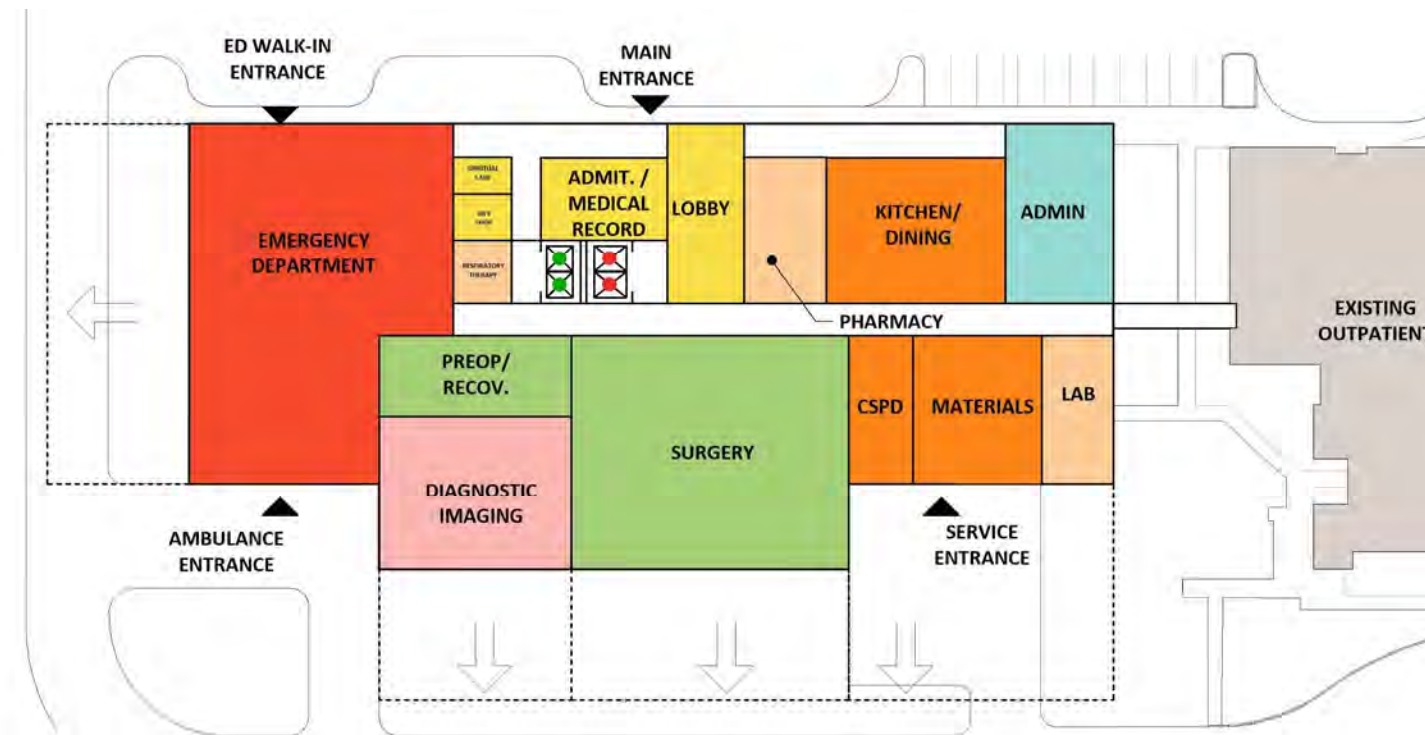


Preliminary Future Floor Plans

Mendocino Coast District Hospital



OPTION 1 – LEVEL 2



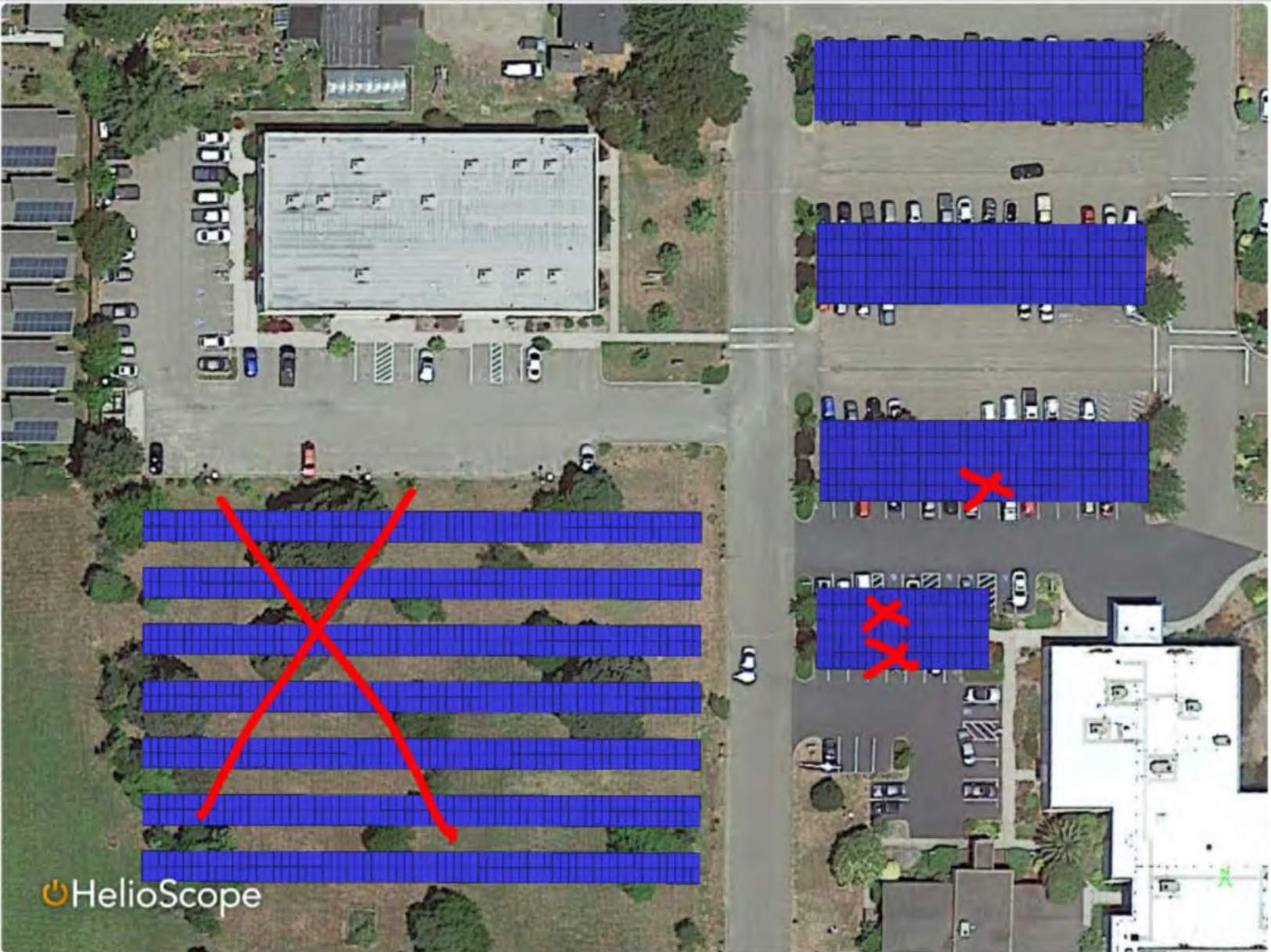
OPTION 1 – LEVEL 1

Next Steps

Mendocino Coast District Hospital

1. ONGOING REUSE EVALUATION OF EXISTING FACILITY
 - ENGAGE STRUCTURAL ENGINEER TO DO SPC 4D ANALYSIS (STRUCTURAL ENGINEER REQUIRED)
 - DEVELOP ARCHITECTURAL IMPACT OVERLAY OF EXISTING FACILITY TRIGGERED BY SEISMIC RETROFIT
2. UPDATE NEEDS ANALYSIS BASED ON ADDITIONAL DATA REQUEST
3. REVISE ARCHITECTURAL PROGRAM AND PLANNING
4. MOVE FORWARD WITH COST ANALYSIS OF BOTH SCENARIOS





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CITY OF FORT BRAGG
COMMUNITY DEVELOPMENT DEPARTMENT
416 North Franklin Street
Fort Bragg, CA 95437
Tel: (707) 961-2823 Fax: (707) 961-2802
<http://ci.fort-bragg.ca.us>



Date Filed _____
Fee _____
Receipt No. _____
Received by _____

ADDRESS LISTING REQUEST FORM

Please complete this application thoroughly and accurately. Add any attachments as applicable. The 2022/2023 fee is \$50.00

APPLICANT

Name: Redwood Quality Management Co.
Mailing
Address: 516 Cypress Street
City: Fort Bragg State: CA Zip Code: 95437 Phone: 707-472-0350
Email: Alicia Logan <logana@anchorhm.org>

PROPERTY OWNER

Name: Mendocino Coast Health Care District
Mailing
Address: 775 River Drive
City: Fort Bragg State: CA Zip Code: 97437 Phone: 443-569-9756

CURRENT STREET ADDRESS IF ANY 516 Cypress Street
ASSESSOR'S PARCEL NUMBER(S) 0183200800

TOTAL NUMBER OF ADDRESSES BEING REQUESTED 2

Please use the following space to provide details or make specific requests pertaining to this address request. : **2 medical billing entities at the same address. Need separate addresses: Suite A and Suite B for separate NPI numbers.**

Pursuant to the Fort Bragg Municipal Code 12.12 Street Naming and Address Assigning, the property owner must:

Within sixty days of the effective date of notice of number assigned or reassigned, the occupant(s) or owner(s) of the building shall cause the number to be displayed upon the building or land in such a manner as to be visible from the street or road which the land or building fronts, and shall remove or obscure from public view any old or previous number not in accordance with the system.

Chair, Mendocino Coast Health Care District

Date

RE: 516 Cypress Street, Fort Bragg Address Request

Antonini, Eric <Eric.Antonini@jll.com>

Mon 3/13/2023 6:04 PM

To: Lee Finney <lfinney@mcdh.org>

Cc: Sara Spring <sspring@mcdh.org>

Approved

Eric Antonini

Director of Real Estate

Adventist Health Partnership

M +1-949-276-1676

eric.antonini@jll.com

www.jll.com

From: Lee Finney <lfinney@mcdh.org>

Sent: Thursday, March 9, 2023 2:37 PM

To: Antonini, Eric <Eric.Antonini@jll.com>

Cc: Sara Spring <sspring@mcdh.org>

Subject: [EXTERNAL] 516 Cypress Street, Fort Bragg Address Request

Caution: Message from external sender

Eric Antonini, Director of Real Estate, Adventist Health,

I understand from Judy Leach that you are the right person to contact regarding the attached form to be submitted to the City of Fort Bragg for an address listing change prepared by Adventist Health's tenant, Redwood Quality Management Co. at 516 Cypress Street in Fort Bragg.

This form is requesting two addresses and it was sent to the Mendocino Coast Health Care District as the District is the property owner although the sub-lease is between Adventist Health and Redwood Quality Management Co. The City needs to have the property owner sign off on this address change request. Before the District Board of Directors takes any action on this request, we would like to be sure that Adventist Health approves the request. If you can confirm your approval, I will put this request before our board for action as I do not anticipate that we will have any objection.

Thank you for your assistance,

Lee Finney

Chair of the Board of Directors

Mendocino Coast Health Care District

443-569-9756

 JLL Logo

One of the 2022 World's Most Ethical Companies®

Jones Lang LaSalle

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Summary of Information
Adventist Health Seismic Compliance Plan and MCHCD Coordination

Lee Finney

- Chip Faulmann, Administrative Director, Adventist Health Office of Design and Construction, contacted the Chair on March 22, 2023, inquiring whether MCHCD wants to be folded into the 2030 Seismic Compliance Plan that Adventist has developed for twelve of its hospitals. The Adventist goals are to maintain consistency using the same architecture and structural engineering firms system-wide, while meeting the compliance milestones set by HCAI/OSHPD to achieve compliance by 2030.
- The milestone for NPC Evaluation submission to OSHPD is January 1, 2024, per the California Administrative Code, Chapter 6 and applies to MCHCD. (The date that the Lease Agreement with Adventist commits MCHCD to present a Seismic compliance plan to Adventist is January 1, 2025.)
- To participate with the Adventist Compliance Team and Strategy, MCHCD would need to fund their share of the costs of a site feasibility study, enrollment in the Small and Rural Hospital Relief Program (SRHRP) grant, operational plan development and meeting the NPC Evaluation requirements. The budget that Adventist developed for this work for MCHCD is \$325K.
- Following discussion with the Chair and with Andrew Flanigan from the Devenney Group, Chip Faulmann revised his proposal to MCHCD to recommend that MCHCD continue to work with the Devenney Group (instead of folding in with the Adventist architecture and structural engineering firms) with some added scope of work to meet the NPC (Non-structural) requirements that must be submitted to HCAI/OSHPD by January 1, 2024, which include NPC 5. These plans need to align with the hospital's EOP and utility plans.
- The additional scope of work for Devenney will need to include calculations to determine any reclassification that is possible regarding wood frame performance. HCAI/OSHPD may revise the requirements for wood frame buildings and/or there may be additional legislation regarding these requirements in the CAC for 2030 seismic compliance. There are also the possibilities outlined in AB 869 to provide additional relief for small and rural hospitals and special districts.
- Under the revised Adventist proposal, MCHCD would apply independently to the Small and Rural Hospital Relief Program for a grant to mitigate the cost of Devenney's work on evaluating the retrofit option for the Coast Hospital and meeting the HCAI/OSHPD milestone of January 1, 2024. Devenney and Adventist will assist as needed in this process.
- Chip Faulmann's recommendation going forward is to integrate the MCDCH plan from Devenney with the Adventist Health plan in the first quarter of 2024 so that a full system recommendation and path forward can be made, if retrofitting the existing hospital is the path chosen by MCHCD.

Seismic Regulation Timeline & Requirements

**Capital Committee Request
January 12, 2023**

Seismic Regulations – Path Forward & Requirements



PHASE 1 – UNDERSTANDING
Q1 2023 – Q1 2024

PHASE 2 – ANALYSIS AND DIRECTION
January – March 2024

PHASE 3 – DESIGN AND PERMIT
Q2 2024 – Q4 2027

PHASE 4 – CONSTRUCTION
Q1 2028 – December 31, 2029

- Site Assessment**
- Feasibility Studies (SPC)
 - Nonstructural Evaluation (NPC)
 - Focus on Defend in Place Approach

Emergency Operations and Water Rationing Plans

- Grant Program Enrollment**
- Seismic Compliance Plan
 - SRHRP Enrollment

- Document Analysis**
- SPC & NPC Summary Reports
 - Updated Concept Estimates

- Path Forward Analysis**
- Defend in Place
 - Removal from Acute Care Services
 - Facility/Building Replacement

Finalize Hospital, Market, and Network Approach

- Development of Design**
- Team Procurement
 - Materials Testing and Investigations
 - Permit Documents

- HCAi Seismic Compliance Unit**
- Engagement from Grant Program
 - Assist with Analysis and Design
 - Materials Testing Report Review

- Construction Planning**
- Preconstruction Team Procurement
 - Disruption Impact and Phase Planning
 - Budget and Timeline Development

- Implement Seismic Compliance Approach**
- Construction

Governing Regulations:

- Hospital Facilities Seismic Safety Act (HFSSA) required by January 1, 2030 (SB 1953):**
- Compliant with SPC 4/4D or SPC 5
 - Compliant with NPC 3, NPC 4/4D, and NPC 5
 - Can include Operational Plan

- California Administrative Code (CAC), Chapter 6, Article 1 Required Milestones:**
- **January 1, 2024** – Submit Nonstructural Evaluation (NPC)
 - January 1, 2026 – Submit Construction Documents (NPC)
 - January 1, 2028 – Obtain Permit for NPC Compliance (NPC)
 - January 1, 2030 – Construction Complete (NPC & SPC)

HCAi has the authority to hold issuance of facility building permits after January 1, 2024 if the CAC Milestone is not met

[RETURN TO SEARCH](#)

Small and Rural Hospital Relief Program

Grantor: [Department of Health Care Access and Information](#)

Portal ID: 2187

Status: Active

Opportunity Type: Grant

 **Last Updated:** June 16, 2022, 11:51 am | [View change notes](#)

CATEGORIES:  [HEALTH & HUMAN SERVICES](#)



Purpose:

With funding from the California Electronic Cigarette Excise Tax (Senate Bill 395, Chapter 489, Statutes of 2021), the Department of Health Care Access and Information (HCAI) is launching the Small and Rural Hospital Relief Program (SRHRP) to provide grants for seismic compliance projects. First round of funding projected to be available April 2023.

Description:

The Alfred E. Alquist Hospital Facilities Seismic Safety Act (Health and Safety Code (HSC) Section 129675) requires that hospitals be constructed to remain open and safely provide services to the public after an earthquake. The Small and Rural Hospital Relief Program will administer this new grant program to eligible small, rural, or Critical Access hospitals that have limited funds for seismic safety retrofit requirements. Ten percent of the funds from the California Electronic Cigarette Excise Tax will be allocated to HCAI to fund the new program (HSC Section 130075).

The SRHRP supports qualified small, rural and Critical Access hospitals by providing state grant funding and technical assistance to help meet seismic safety standards and preserve access to general acute care for the communities they serve.

The program is being developed to assist qualified facilities with technical assistance for development of seismic improvement program planning, project planning and development, and financial grants to apply towards implementing each facility's unique compliance program. The first step in qualifying for the program will be the application process, which will be used to determine if facilities meet the qualifications as either a small, rural or Critical Access hospital at risk of closure for financial reasons.

Program applicants will be required to have current seismic compliance plans and agreed-upon project delivery plans on file with HCAI's Seismic Compliance Unit prior to acceptance of funding package applications. A process will be employed to optimize use of available funds across all program participants based on need and adherence to approved project schedules.

Eligibility Requirements

Eligible Applicants:

Nonprofit, Public Agency

Small hospitals defined as having fewer than 50 licensed medical/surgical beds

Eligible Geographies:

Rural hospitals defined as having a Rural or Frontier designation status in the Medical Service Study Area, and/or Critical Access Hospitals are those possessing this designation from the Centers for Medicare and Medicaid Services.

IMPORTANT DATES

Application deadline

Ongoing

Expected award announcement

Ongoing

Period of performance

Ongoing

FUNDING DETAILS

Total estimated available funding

See Notes Below

Expected number of awards

Dependent

Estimated amount per award

Dependent

Letter of Intent Required? Yes (see Description for details)

Requires Matched Funding? No

Available Funding Notes: The funding amount is determined by the amount of excise taxes collected from the sale of electronic cigarettes Current projections are \$2-3 million annually will be available to distribute. Grant funding will be awarded to eligible facilities based on project readiness, community need and financial status.

Funding Source: State

Funding Source Notes: The funding amount is determined by the amount of excise taxes collected from the sale of electronic cigarettes Current projections are \$2-3 million annually will be available to distribute.

Funding Method: Advances & Reimbursement(s)

Funding Method Notes: Grant awards can be applied towards initial seismic evaluations, design planning, or construction to meet seismic compliance.

HOW TO APPLY

State agencies/departments recommend you read the **full grant** guidelines before applying.

[Grant guidelines](#)

[Online application](#)





RESOURCES

[Grantor's site](#)

[Subscribe to grant updates](#)

For questions about this grant, contact: 1-916-319-8800, srhrp@hcai.ca.gov

Similar to This Grant

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**BYLAWS OF THE BOARD OF TRUSTEES
MENDOCINO COAST HEALTHCARE DISTRICT**

775 RIVER DRIVE
FORT BRAGG, CALIFORNIA 95437

Adopted (March 30, 2023 TBD)

DRAFT

ARTICLE I. GENERAL

Section 1. Title

These Bylaws shall be known as the "Bylaws of the Board of Trustees of the Mendocino Coast Healthcare District," and may be referenced as the "Bylaws."

Section 2. The District

- a. The Mendocino Coast Healthcare District (the "District") is a local healthcare district organized on March 6, 1967, under the provisions of the Local Healthcare District Law, Health & Safety Code section 32000, et seq., (the "District Law"). Under the terms of the District Law, as amended from time to time, the District owns and leases a hospital (the "Hospital") and rural health clinics (collectively, "District Facilities").
- b. The District is governed by an elected five-member Board of Trustees (the "Board"). The Board is responsible for oversight of all District Facilities, and shall make all necessary rules and regulations.

Section 3. Bylaws and Policy Manual

These Bylaws govern the conduct of the Board and implementation and compliance with the District Law and other applicable federal and state statutes and regulations. In addition to the Bylaws, the Board shall adopt a Policy Manual governing specific matters of the Board to augment the Bylaws (the "Policy Manual"), including, at a minimum, a Conflict of Interest Code and policies for ethical standards, Board and committee meetings, investments, legal claims, contracts and purchasing, environmental review of District projects and public records and retention. See Attachment A: Conflict of Interest.

Section 4. Effect of Bylaws on Past Actions and Obligations

The adoption of these Bylaws or the repeal of a resolution by the Bylaws shall not affect:

- a. Vested rights and obligations pertaining to any prior resolution; or
- b. Other matters of record referring to resolutions and not included within the Bylaws; or
- c. All previous legal agreements

Section 5. Maintenance of Bylaws

- a. A signed copy of the Bylaws shall be maintained on file in the District office. A current copy shall be maintained on the District website, and the District digital One Drive. Each Trustee shall be given a copy of the Board Bylaws and Policy Manual. Additional copies of the Bylaws shall be distributed as requested.
- b. Each resolution making a change in the Bylaws shall be filed by the Secretary and digitally stored.

ARTICLE II. BOARD OF TRUSTEES

Section 1. Mission of the Board of Trustees

The mission of the Board is to

- a. Ensure that the resources of the Health Care District are used in the best interests of the public.
- b. Meet its financial, contractual and regulatory obligations.
- c. Implement and support designated healthcare programs providing they are congruent with regulations and existing contracts.
- d. Ensure that the District maintains its fiscal solvency.
- e. The Bylaws and the mission should be reviewed annually for continued relevance

Section 2. Memberships

- a. Election: Trustees shall be elected in accordance with the District Law, except the date of election shall be the same date as the statewide general election. The dates of any notices, canvass of voters, certification of election, and all other procedural requirements shall comply with those for the statewide general election.
- b. Assuming office: A person may assume the office of Trustee as per Election Code Section 10554 on the first Friday following the certification of election results and upon completion of a notarized oath of office, the original of which must be delivered to the county elections office.
- c. Appointment:
 1. The office of a Trustee may become vacant before the end of the term because of death, resignation or other event causing vacancy. A resignation is effective when accepted by the Board and is irrevocable.
 2. The position shall be filled in accordance with Healthcare District regulations. Regulations are as follows:
 - a. Notwithstanding any other provision of law or county regulations, a vacancy in the Board of Trustees shall be filled pursuant to this section.
 - b. The District shall notify the county elections official of the vacancy no later than 15 days after either the date on which the District Board is notified of the vacancy or the effective date of the vacancy, whichever is later.
 - c. The remaining members of the District Board may fill the vacancy either by appointment pursuant to subdivision (d) or by calling an election pursuant to subdivision (e).
 - d. The remaining members of the District Board shall make the appointment pursuant to this subdivision within 60 days after either the date on which the District Board is notified of the vacancy or the effective date of the vacancy, whichever is later. The District shall post a notice of the vacancy in three or more conspicuous places in the

district at least 15 days before the District Board makes the appointment. The District shall notify the county elections official of the appointment no later than 15 days after the appointment.

- e. If the vacancy occurs in the first half of a term of office and at least 130 days prior to the next general district election, the person appointed to fill the vacancy shall hold office until the next general district election that is scheduled 130 or more days after the date the District Board is notified of the vacancy, and thereafter until the person who is elected at that election to fill the vacancy has been qualified. The person elected to fill the vacancy shall hold office for the unexpired balance of the term of office. If the vacancy occurs in the first half of a term of office, but less than 130 days prior to the next general district election, or if the vacancy occurs in the second half of a term of office, the person appointed to fill the vacancy shall fill the balance of the unexpired term of office.
 - f. In lieu of making an appointment the remaining members of the Board may within 60 days of the date the District Board is notified of the vacancy or the effective date of the vacancy, whichever is later, call an election to fill the vacancy. The election called pursuant to this subdivision shall be held on the next established election date provided in Chapter 1 (commencing with Section 1000) of Division 1 of the Elections Code that is 130 or more days after the date the District Board calls the election.
 - g. If the vacancy is not filled by the District Board by appointment, or if the District Board not called for an election within 60 days of the date the District Board is notified of the vacancy or the effective date of the vacancy, whichever is later, then the Board of Supervisors of Mendocino County may appoint a person to fill the vacancy within 90 days of the date the District Board is notified of the vacancy or the effective date of the vacancy, whichever is later. The Board of Supervisors may order the District to call an election to fill the vacancy. The election called pursuant to this subdivision shall be held on the next established election date provided in Chapter 1 (commencing with Section 1000) of Division 1 of the Elections Code that is 130 or more days after the date the Board of Supervisors calls the election.
 - h. If within 90 days of the date the District Board is notified of the vacancy or the effective date of the vacancy, whichever is later, and the remaining members of the District Board or the Board of Supervisors have not filled the vacancy and no election has been called for, then the District Board shall call an election to fill the vacancy. The election called pursuant to this subdivision shall be held on the next established election date provided in Chapter 1 (commencing with Section 1000) of Division 1 of the Elections Code that is 130 or more days after the date the District Board calls the election.
- d. Notwithstanding any other provision of this section, if the number of remaining members of the District Board below a quorum, then at the request of the District Secretary or a remaining member of the District Board, the Board of Supervisors shall promptly appoint a person to fill the vacancy, or may call an election to fill the vacancy. The Board of Supervisors shall only fill enough vacancies by appointment or by election to provide the District Board with a quorum. If the vacancy occurs in the first half of a term of office and at least 130 days prior to the next general district election, the person appointed to fill the vacancy shall hold the office until the next general district election that is scheduled 130 or more days after the date the District Board is notified of the vacancy, and thereafter until the person who is elected at that election to fill the vacancy has been qualified. The person elected to fill the vacancy shall hold office for the unexpired balance of the term of office. If the vacancy occurs in the first half of a term of office,

but less than 130 days prior to the next general district election, or if the vacancy occurs in the second half of a term of office, the person appointed to fill the vacancy shall fill the balance of the unexpired term of office. The election called pursuant to this subdivision shall be held on the next established election date provided in Chapter 1 (commencing with Section 1000) of Division 1 of the Elections Code that is held 130 or more days after the date the Board of Supervisors calls the election.

Section 3. Ethics and Conflict of Interest Code

is the intent of the Board to act in the highest ethical standard in carrying out its duties to the public. It is also the intent of the Board to protect the District's interests when entering in to a transaction or agreement, and not the private interests of any Trustee, Officer, or Employee. To that end, the Board has adopted an "Ethics Policy" and a "Conflict of Interest Code" contained in the Board Policy Manual.

Section 4. Organization

Officers of the Board. The Officers of the Board shall be Chair, Vice-Chair, Treasurer, and Secretary. Officers shall be elected at the Board's regular January meeting for the calendar year and shall serve until their successor assumes office. A Board Member cannot hold more than one office at a time.

a. Chair. The Chair shall:

1. Preside over all the meetings of the Board.
2. Be responsible for coordination and liaison with community groups, public agencies, and residents served by the District.
3. Be responsible for the ongoing administrative affairs of the Board, including without limitation, supervision of financial matters, correspondence, and administrative activities of the Board.
4. Sign as Chair, contracts, conveyances, and other instruments in writing and checks on the funds of the District as the Board shall authorize
5. Be responsible for coordination and liaison with District legal counsel, auditors, and consultants.
 - a. Receive all requests from Board members for the preparation of legal opinions, legal memoranda, contracts, corporate documents or other legal work for legal counsel.
 - b. Prepare Board agendas with the assistance of legal counsel if necessary, prepare memoranda and other materials which are necessary to hold closed session meetings, Board Resolutions and other material pertinent to Board meetings as required,
 - c. Serve as an alternate member, if able, upon the excused absence of a Committee member, and
 - d. Invite legal counsel to attend Committee meetings, as desired.
6. Designate members of the Board to undertake special responsibilities and to report to the Chair on those activities.
7. Appoint, with the concurrence of the Board, members of Standing and Ad Hoc Committees.
8. Represent the Board at official functions and digital media platforms when necessary.
9. Ensure that postings meet the requirement of the digital media policy.

10. Serve as a spokesperson for the Board regarding Board actions, and keep the Board promptly informed of these occasions.

11. Perform other duties as pertain to the office as prescribed by the Board.

b. **Vice-Chair**. In the absence or inability of the Chair to serve, the Vice Chair shall perform the duties of the Chair and shall perform other duties as are prescribed by the Board.

c. **Treasurer**. The Treasurer or designee shall:

1. Keep, or cause to be kept, correct and accurate accounts of the properties and financial transactions of the District;
2. Present an annual fiscal year budget to the Board;
3. Cause an annual independent audit of the District to be performed in accordance with law;
4. Perform all duties incident to the office and such other duties as prescribed by the Board.
5. Monitor the financial activities that result from all Agreements and ensure these activities are in compliance with such Agreements.
6. Act as Board liaison with the Measure C Oversight Committee.
7. The Treasurer is authorized to set up automatic payment of any bills at their discretion and is authorized to pay all usual and customary expenses of the District

d. **Secretary**. The Secretary or designee shall ensure

1. That Minutes of all meetings of the Board are prepared, and ensure that such Minutes are filed in the official records of the District and are available on the District website.
2. That digital recordings of meetings are maintained and are available on the District website.
3. That the official record of resolutions, actions and orders passed or adopted by the Board are maintained;
4. That all correspondence, financial records and reports are maintained in the records of the District;
5. That appropriate notices in accordance with these Bylaws or as required by law are provided;
6. That all records of the District are maintained.
7. Perform all duties incident to the office and such other duties as prescribed by the Board.

Section 5. Powers

The powers of the District are set forth in the District Law and other applicable law. The powers of the District are vested in the Board, which may delegate one or more of its powers at its sole discretion. Specifically, the Board shall:

- a. Establish by Resolution substantive and procedural policies regarding the affairs of the District in accordance with the best interests of the communities served by the District.
- b. Enter into contracts and agreements with respect to the affairs of the District, including contracts for management services and for other activities approved by the Board.
- c. Hire staff as needed
- d. Enhance the provision of quality healthcare in the communities served by the District by, among other efforts, working with public and private entities
- e. The District, Adventist Health Mendocino Coast, and healthcare providers shall collaborate to develop and agree proactively on a comprehensive community healthcare needs assessment and plan. The District and Adventist Health will abide by the lease provisions as stated in Section 25.8 Restrictive Covenant. See Attachment B: Lease Agreement.
- f. Exercise all other powers now or hereinafter set forth in and given to it by the District Law and other public agency laws applicable to the District.

Section 6. Meetings

The Board will schedule meetings based on Board need. The Board will meet at minimum once per quarter. All meetings of the Board and its committees shall be conducted in accordance with the Ralph M. Brown Act, Government Code section 54950, et seq. (the "Brown Act"), and any other applicable law or regulation.

- a. Regular meetings of the Board shall be held in accordance with an annual calendar of meetings adopted at the January meeting.
- b. The District's fiscal year shall run from July 1 through June 30. The budget for the following fiscal year shall be adopted at the June meeting.
- ~~e~~ Meetings of the Board shall be open and public, except as allowed by law. Persons shall be permitted to attend any portion of a meeting, except a Closed Session.
- ~~d~~ When feasible, remote online access for meeting attendance by the public will be provided.
- ~~e~~ A quorum of the Board shall not discuss the business of the District directly, serially or through an intermediary, except at a properly noticed public meeting. A quorum of the Board may discuss the time, place and agenda for a meeting at any time. Two members of the Board may discuss District business at any time other than meetings of a Standing Committee, which are governed by the Brown Act.
- f. The Board adopts the use of Roberts Rules of Order as modified for small groups for the conduct of all meetings.

Section 7. Compensation, Benefits and Expenses

- a. Members of the Board of Trustees shall serve without compensation.
- b. Benefits. Trustees are entitled to the following benefits:

1. A flexible spending account funded by the District to be used towards health care costs.
2. If previously approved by the Board, a Trustee shall receive actual, reasonable and necessary reimbursement for travel, meals, lodging, registration and similar expenses incurred on District business. The rate for reimbursement shall not exceed the rate published by the IRS for deduction from taxes. However, if the expenses are incurred in connection with a trade conference, the reimbursement rates shall not exceed the posted rates for the conference and if the posted rates are not available, the reimbursement rate shall be comparable to the IRS rates.
3. Trustees must be authorized in advance to incur expenses for District purposes and shall submit a written request with supporting documents for reimbursement.

Section 8. Appointment of Office Manager

- a. The Board shall be solely responsible for selecting an Office Manager, who shall be responsible for managing the District's office, files, and preparations for Board meetings. The Board shall adopt a written statement setting forth the qualifications, authority and duties of the Office Manager. The Board shall set the Office Manager's compensation.
- b. Other employees may be hired by the Board to assist in the implementation of policy.
- c. Trustees may discuss but not direct employees in District business--Such employees shall, if possible, supply information requested by Trustees in writing, and shall inform the Chair when information is supplied.

Section 9. Legal Counsel

- a. An attorney shall be retained by the Board to act as General Counsel. The Board may appoint Special Counsel. The Board will set the compensation of General Counsel and Special Counsel. General and Special Counsel serve at the pleasure of the Board.
- b. The General Counsel is directly accountable to the Board. General Counsel shall provide legal advice and services as requested by the Board, and shall work with the Chair on the District's legal matters.
- c. General Counsel represents the District. General Counsel shall not represent individual Trustees, Officers or Employees, unless authorized in writing by the Board.
- d. General Counsel will recommend appointment of Special Counsel when conflicts arise or if necessary to deal with matters requiring specialized knowledge.
- e. Neither General Council nor Special Council shall respond to individual Board members request for service. All Board member requests for general or special legal counsel shall be referred to the Chair.

ARTICLE III. BOARD COMMITTEES

Section 1. General

- a. Committees of the Board shall be standing or ad hoc. The committee members shall be appointed by the Chair at the January regular Board meeting and as otherwise needed. The Chair's action shall be final unless a majority of director's object. Two Trustees shall be appointed to each committee, one of whom shall be the committee chair, and both of whom shall be voting members. Any Trustee not appointed to a committee may serve as an alternate to that committee. A calendar of regular meetings of committees shall be developed and posted on the District website.
- b. All committees shall be advisory to the Board, except as otherwise expressly specified by the Board.

Section 2. Standing Committees

a. Planning.

A Standing Committee on Planning will be chaired by the Vice Chair. The purpose of the Planning Committee includes but is not limited to

1. Developing an annual strategic plan of goals and objectives for the year
2. Recommending and overseeing employee policies and procedures;
3. Reviewing and recommending employee compensation and benefits
4. Developing and providing oversight for projects authorized by the Board
5. Recommending community members as appropriate for Board appointment to the Planning Committee.
6. Overseeing short and long- term facility planning and maintenance

b. Finance

A Standing Committee on Finance will be chaired by the Treasurer. The purpose of the Finance Committee includes but is not limited to

1. Recommending and overseeing fiscal and business policies and procedures.
2. Overseeing financial management and budgeting;
3. Recommending and overseeing fiscal controls;
4. Recommending and overseeing Investments
5. Overseeing internal audits and ensuring an annual independent audit
6. Reviewing and presenting to the Board financial statements and reports
7. Monitoring the financial activities that arise from the Agreements to ensure compliance with the terms and conditions of such Agreement.
8. Reviewing the spending of the Measure C fund

Section 3. Ad Hoc Committees

Ad hoc committees, including not more than two Trustees, may be established by the Chair subject to approval of the Board, for defined tasks of a limited duration. An ad hoc committee shall only perform those duties assigned by the Chair, and upon their completion be discharged. The Chair, in consultation with the Board, shall determine the members of the committee.

ARTICLE IV. MISCELLANEOUS

Section 1. Review of Bylaws

The Board shall review these Bylaws and the Policy Manual annually to ensure they comply with the District Law and all other applicable federal and state laws and regulations in keeping with the functions of the Board.

Section 2. Amendment of Bylaws

These Bylaws may be amended by a majority of the Board at a duly noticed Board meeting, provided a full statement of each proposed amendment has been sent to each trustee along with the meeting agenda and packet.

Section 3. Indemnification

- a. **Civil proceedings.** The District shall, to the full extent of the law, defend and indemnify each of its employees against expenses, judgments, fines, settlements and other amounts actually and reasonably incurred in connection with any civil claim arising out of the scope of his or her employment for the District. For purposes of this section, the term "employee" shall have the same meaning set for in Government Code section 810.2, or any successor statute thereof, and includes without limitation any person who was or is a director, officer, employee or servant of the District.
- b. **Criminal and administrative proceedings.** The District may but is not obligated to defend and indemnify its employees (as defined above). If an employee seeks defense and indemnification in any such proceeding, he or she shall submit a written request to the Board, which shall conduct a review of the request in accordance with Government Code sections 995.6 and 995.8, or any successor statute

CERTIFICATION OF THE SECRETARY

I, the undersigned, do hereby certify:

1. That I am the duly elected and acting Secretary of Mendocino Coast Healthcare District;
and
2. That the foregoing Bylaws comprised of eleven (11) pages constitute the Bylaws, as amended, of the District as duly adopted at a meeting of the Board of Trustees thereof duly held on the 30th day in the month of March , 2023.

IN WITNESS WHEREOF, I have hereunto subscribed my name on this day
_____, 2023

Secretary
Mendocino Coast Healthcare District