



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

Thursday, March 28, 2024, at 6:00 PM  
Redwoods Room, Adventist Health Mendocino Coast Hospital Campus  
700 River Drive, Fort Bragg, CA.

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**1. OPEN SESSION**

Chair Garza called the meeting to order at 6:04 p.m.

This meeting was held in-person and by teleconference in accordance to the Brown Act.

Directors Present:           Chair Pual Garza, Jr.                           Vice Chair Paul Katzeff  
                                  Treasurer Sara Spring                       Secretary Susan Savage

Director Seat:                Vacant

A quorum of the Board was present.

Management Team:        Agency Administrator Katherine Wylie  
                                  Clerk of the Board Norma I. Alley, MMC

**2. PUBLIC COMMENT FOR ITEMS ON THE AGENDA**

Mr. McDonald spoke to meeting videos removed from website, language on agenda, public comment opportunities, and partial response received in October, 2023, on his Public Records Act request submitted on March 4, 2023.

Mr. Gabriel Maroney spoke to the need for vet services, School of Medicine, and trained dermatologists with diverse experience.

**3. REPORTS**

**3a) Ca. Hospital Association Update**

Adventist Health Mendocino Coast Hospital President Judy Leach presented a brief update and fielded questions from the Board.

### **3b) Board Chair's Report**

Chair Garza provided a brief and general update on Board and District matters. He noted there had been five dates identified for community forums.

### **3c) Receive Report on Standing Finance Committee Activities**

Treasurer Spring and Secretary Savage provided a brief report.

### **3d) Agency Administrator's Report**

Katharine Wylie presented a brief report updating the Board on District matters.

## **4. CONSENT CALENDAR**

Request was made for Item 4.b to be discussed and considered separately.

### **4a) Approval of Minutes of the February 29, 2024, Regular Meeting and Special Meeting**

Motion: Treasurer Spring made a motion to approve the minutes. Motion was seconded by Secretary Savage.

Discussion commenced regarding General Counsel's discussion with Chair Garza regarding public comment on Consent Calendar items. Treasurer Spring noted she was not comfortable approving if public comment was not taken.

Vote on Motion: The motion was approved by a 3 Yes/0 No/1 Abstain (Spring)/1 Vacant vote.

Chair Garza called a recess at 6:53 p.m. The meeting reconvened at 6:58 p.m.

### **4b) Approval of Board Policy 7, Records Retention Policy, and Appendices A & B**

Chair Garza opened the item noting there was already a motion on the floor made at the February 28, 2024, Regular Meeting up for consideration and deliberation by the Board.

Treasurer Spring commented on a possible amendment to the motion to only have one retention period as there was not a need for multiple retention periods for the District records.

Chair Garza called for public comment.

Mr. McDonald provided general comments pertaining to this item.

Seeing no further comments, Chair Garza closed public comment.

Motion to Amend: Treasurer Spring made a motion to amend Appendix B removing retention columns titled Office and Records Center, renaming the Retain or Destroy column to Office to identify the longest retention period was to be retained by the District. Motion was seconded by Secretary Savage.

Vice Chair Katzeff noted he was going to abstain due to not supporting the need to adjust working templates.

Vote on Amendment: The motion was approved by a 3 Yes/0 No/1 Abstain (Katzeff)/1 Vacant vote.

Vote on Main Motion: Motion is approve Board Policy 7, Records Retention Policy and Appendices, as amended. The motion was approved by a 4 Yes/0 No/1 Vacant vote.

## **5. REGULAR CALENDAR**

### **5a) Receive Seismic Compliance Team Progress Report and Update on Community Meetings**

Props & Measures Representative Robin Garrity and Agency Administrator Wylie introduced this item, provided a brief summary, and fielded questions from the Board.

### **5b) Review and Consider Approval of Measure C Committee Official Net Tax Receipts and Approved Allocations as of January 1, 2024. The Measure C Unallocated funds total is \$4,795,559**

Measure C Committee Chair Hurst presented the report and fielded inquiry from the Board.

Chair Garza called for public comments.

Linda Williams provided general comments regarding the presentation.

Mr. McDonald provided general comments regarding the presentation.

Seeing no further comments, Chair Garza closed public comment.

Committee Chair Hurst and Secretary Savage fielded general inquiry from the public comment.

Motion: Treasurer Spring made a motion to approve the Measure C Committee's official net tax receipts and approved allocations as of January 1, 2024. Motion was seconded by Vice Chair Katzeff. The motion was approved by a 4 Yes/0 No/1 Vacant vote.

### **5c) Review and Consider Approval of Measure C Committee recommendations for Allocation of Measure C Funds: 1) 1/22/24 \$100,000 for Cypress Street Roof and \$230,036 for Foundation purchase of an Ambulance, to be owned by the district; 2) 2/12/24 of \$2,255,428 additional allocations for items listed on the Adventist Health Report on Building Maintenance and Equipment Expenditures, November 1, 2023**

Measure C Committee Chair Hurst presented the report and fielded inquiry from the Board.

Chair Garza called for public comments.

Mr. Terry Ramos provided general comments regarding the presentation.

Mr. McDonald provided general comments regarding the presentation.

Seeing no further comments, Chair Garza closed public comment.

Adventist Health Mendocino Coast Hospital President Judy Leach fielded general inquiry from the public comment.

Motion: Treasurer Spring made a motion to approve Measure C Committee's recommendations for expenditure of Measure C Funds totaling \$2,585,464; and approve transfer of \$1,521,608 from Measure C Restricted Account to a District unrestricted account, leaving a balance of \$2,210,095 in the Restricted Measure C Account. Motion was seconded by Secretary Savage. The motion was approved by a 4 Yes/0 No/1 Vacant vote.

#### **5d) Receive Balance Sheet, 2/29/24, and Consider Approval of the Warrant list, March 2024**

Treasurer Spring presented the report on this item.

Chair Garza called for public comment. Seeing no one come forward, he closed public comment.

Motion: Secretary Savage made a motion to accept the Treasurer's Report and receive the Balance Sheets. Motion was seconded by Chair Garza. The motion was approved by a 4 Yes/0 No/1 Vacant vote.

Motion: Secretary Savage made a motion to approve the Warrant List dated March 2024. Motion was seconded by Treasurer Spring.

General discussion commenced amongst the Board regarding payment of Regional Government Services (RGS) invoice. Treasurer Spring requested direction from the Board if the RGS expense was to be treated as a one-time expense or if payment was to be made continuously as the approval of the contract, in December 2023, did not specify if payments were to be made continuously and out of which budget expenses were to be paid out of.

Chair Garza called for public comment.

Mr. McDonald provided general comments on the motion.

Linda Williams provided general comments on the motion.

Seeing no further comments, Chair Garza closed public comment.

Vote on Motion: The motion was approved by a 4 Yes/0 No/1 Vacant vote.

Motion: Chair Garza made a motion to pay RGS's monthly expenses out of the District funds as an ongoing expenditure. Motion was seconded by Secretary Savage.

Treasurer Spring noted she did not agree with the motion or spending any money on RGS.

Chair Garza called for public comment.

Mr. McDonald provided general comments on the motion.

Seeing no further comments, Chair Garza closed public comment.

Vote on Motion: The motion was approved by a 3 Yes/1 No (Spring)/1 Vacant vote.

### **5e) Review and Consider Approval of 2024 Standing Committee Meetings Calendar**

Chair Garza introduced the item.

Secretary Savage requested the Finance Committee meeting dates of April 18, May 23, June 20, July 18, August 22, September 18, and October 24 be added.

Chair Garza called for public comment.

Mr. McDonald provided general comments regarding the item.

Seeing no further comments, Chair Garza closed public comment.

Chair Garza fielded inquiry from public comment.

Motion: Secretary Savage made a motion to approve the 2024 Standing Committee meeting calendars, with the addition of the Finance Committee meeting dates. Motion was seconded by Treasurer Spring. The motion was approved by a 4 Yes/0 No/1 Vacant vote.

### **5f) Review and Consider Approval of Procurement of Chief Financial Officer Services**

Chair Garza presented the report on this item and introduced Mr. Wayne Allen.

Mr. Wayne Allen spoke to the agenda item and fielded inquiry from the Board.

Vice Chair Katzeff requested the contract provide for 90 days reviews of goals and objectives.

Chair Garza called for public comment.

Linda Williams provided general comments and support regarding the item.

Terry Ramos provided general comments and support regarding the item.

Norman Devall's written comments were read into the record.

Mr. McDonald provided general comments regarding the item.

Seeing no further comments, Chair Garza closed public comments.

Motion: Secretary Savage made a motion for Chair Garza to immediately proceed with negotiating and executing a contract with Wayne Allen, upon review and approval by General Counsel. Motion was seconded by Vice Chair Katzeff. The motion was approved by a 4 Yes/0 No/1 Vacant vote.

Motion: Secretary Savage made a motion to pay the contract expenses out of the District funds, as an ongoing expenditure. Motion was seconded by Vice Chair Katzeff. The motion was approved by a 4 Yes/0 No/1 Vacant vote.

## **6. COMMENTS FROM THE BOARD**

Vice Chair Katzeff commented on looking at extending security services to allow for longer meetings, requested the names of interested parties for the vacant seat, and thanked the public for their participation and interest in the District.

Secretary Savage requested a future discussion regarding order of business and conduct of meetings.

## **7. ADJOURNMENT**

Seeing no further business, Chair Garza adjourned the meeting at 8:50 p.m.

Respectfully Submitted,

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Norma I. Alley, MMC, Clerk of the Board