

**Summary of Proceedings - Minutes**  
**EAST KERN HEALTH CARE DISTRICT**  
**BOARD OF DIRECTORS**

**Regular Meeting of October 1, 2024, 5 p.m.**

MISSION STATEMENT: "Building health, well-being, and resiliency."

(Note: Motions are identified by maker's name in bold **First: Second**)

<b>Video Time Code</b>	<b>Item</b>	<b>Action</b>
0:34	<b>1. Pledge of Allegiance</b>	L. Peralta
1:40	<b>2. Roll Call and Call to Order</b>	Present were: L. Peralta, K. Macedonio, and L. Patrick, and the meeting was called to order by Chair Macedonio at 5:08 p.m.
2:14	<b>3. Approval of Agenda</b>	The agenda was approved with no changes.  <b>Motion: Approve Agenda</b> <b>L Patrick: L. Peralta</b> Motion Carried, 3-0
3:00	<b>4. Public Comment</b>	None.
3:24	<b>5. Community Announcements</b>	Community announcements include a meeting for the "REACH TreeVitalize" initiative, scheduled for October 2 from 5 PM to 7 PM at the California City Chamber of Commerce. This initiative aims to plant over 500 trees in the community over the next three years. The Mojave Gold Rush Days will also occur on Friday, October 4, and Saturday, October 5. On Saturday, October 5, the Mojave Seniors will host bingo at 1 PM and 3 PM. Lastly, Ridgecrest Regional Hospital announced plans to reopen its labor and delivery program on December 1, 2024. More details to be provided in the coming weeks.
8:23	<b>6. Staff Reports</b>	General Counsel Alex Lemieux stated the district received a biannual notice from the Fair Political Practices Commission (FPPC), the statewide agency that oversees multi-district agencies' filing of Form 700s. As part of the process, the district reviewed its conflict-of-interest code to determine if changes in employment composition necessitate an amendment. Since the last amendment a year ago, the only change was creating an administrative assistant position at the previous meeting, which does not involve policymaking. Therefore, no update to the conflict-of-interest code is required. A response was submitted to the FPPC indicating that no amendment is necessary. The following review will take place in 2026, at which point the district will again assess whether any new positions or changes in

		existing positions that participate in policymaking require an update.
10:52	<b>7. Strategic Partnerships</b>	<p>The district has been in ongoing discussions with the Mable Davis Senior Center regarding using their space for public meetings and community classes. Progress is being made, and the center is drafting an agreement. This partnership would provide much-needed space and internet connection.</p> <p>The district has been coordinating with Kern County Public Health on the mobile clinic, which is scheduled to visit on the first Wednesday of each month. However, because October is a five-week month, there is some confusion about whether the clinic will return on October 29. Efforts are being made to confirm this.</p> <p>The district is also examining public health initiatives provided by Kern County Public Health. The community health needs assessment will evaluate whether these initiatives meet the community's needs. The county has requested a list of these initiatives, and the district is reviewing it in preparation for discussions about future access to services, particularly for 2025 and 2026.</p>
15:01 pp 5-9 of packet  pp 10-11 of packet	<b>8. Consent Calendar:</b> <b>A. Minutes of 09/17/24</b>  <b>B. Approve Warrants</b>  <b>C. Financial Reports – as of September 30, 2024</b>	<p><b>A.</b> In approving the minutes, Chair Macedonio mentioned two minor typos, but she left the notes with details at home. The minutes had no other comments.</p> <p><b>B.</b> In the approval of the warrants, vendor payments, and debit card transactions, it was noted that there is a \$900 charge for an emergency rodent cleanout and sanitization of the building.</p> <p><b>C.</b> The CLASS account application has been completed, and the process is progressing. The current annual interest rate for the class account is 5.4% and based on a hypothetical deposit of \$1 million on September 1, the account would have earned nearly \$4,500 in interest for the month. The plan is to move money from the Mission Bank account and the Local Agency Investment Fund (LAIF) into the class account to take advantage of the higher interest rate.</p> <p>Eva recommended starting with a \$100 wire transfer from Mission Bank and LAIF to ensure everything is set up correctly before transferring more significant amounts. Once confirmed, the plan is to transfer \$500,000 from each account, leaving about \$162,000 in Mission Bank. This remaining balance will be used as working capital, especially with property tax payments coming in November, and will allow for quick access to funds for operational expenses. The transfers are expected to occur this week and early next week, with more details to be provided in the financial reports.</p> <p><b>Motion: Approve Consent Calendar.</b></p>

		<b>L Patrick: L Peralta.</b> Motion Carried, 3-0.
<b>20:57 pp 12-14 of packet</b>	<b>9. Continued Business</b> <b>A. Facility Reports</b> 1. 9278 North Loop Boulevard Property 2. 9300, 9350 North Loop Boulevard Property 3. 8101 Bay Ave. Property	<b>A.</b> The covered patio and site improvements at the North Loop property were completed about a week and a half ago. This included new concrete walkways and fixing an existing walkway that posed a tripping hazard. A new drainage system was installed between the front and back buildings, with city approval. A change order was made to repaint the fascia of the Adventist building to match the new fascia. There were some challenges with the contractor regarding the porch framing, but these were resolved with revisions approved by the structural engineer. The final pay applications, pictures, and sign-off documents will be prepared and submitted soon.  For the roofing project, Chair Macedonio requested a preliminary study of the existing roofs on the three North Loop buildings. Only one roofing company, Western Pacific Roofing, responded and evaluated the roofs. Their initial findings revealed issues such as broken and loose clay tiles and deteriorating underlayment, particularly on the two older buildings built in the mid-1970s. The company will provide further insight on repairs, aiming to minimize costs by reusing as many existing roof tiles as possible. The focus will be on replacing the underlayment and any damaged plywood sheeting.  There is also a discussion regarding coordinating HVAC unit replacements with roof repairs to avoid warranty issues with roofing materials. The district plans to replace a 50-year-old unit on the front building but may want to align this with roof work to avoid removing and reinstalling units. The board is considering amending the contract to include roof repairs and will bring this up at the October 15 meeting. The third building, the Adventist building, has a concrete roof tile, which is harder to source but will be checked by the roofing company. More details will be presented as the project progresses.  This item and reports were information-only; no votes were taken.
<b>42:10</b>	<b>B. Discussion of Regional Government Services (RGS)</b>	<b>B.</b> In the discussion of Regional Government Services (RGS) and grant writers, RGS currently does not have any grant writers on staff but has contact with a grant writer who can provide enough information to guide the district in the right direction when searching for the appropriate personnel. More details will be discussed at the October 15 meeting.  This item and reports were information-only; no votes were taken.
<b>43:24 Pp 15 of packet</b>	<b>C. CHNA Process Updates</b>	<b>C.</b> In the update on the community health needs process, the consultant provided 40 to 60 survey questions, but they were too technical. After reviewing the feedback, the team simplified the approach by focusing on three key questions: 1) "What is your immediate healthcare need?" 2) "What are the immediate

<p><b>48:27 pp 16-17 of packet</b></p>	<p><b>D. LAFCO Annexation Process Updates</b></p>	<p>healthcare needs of your family or friends?" 3) "What do you think are the immediate healthcare needs of the community?"</p> <p>To reach participants, the team plans to engage with a local church collaboration, hosting a "Trunk or Treat" event for Halloween, which is expected to attract 2,000 families. The idea is to distribute a link to the survey via handouts alongside candy, directing families to complete the three-question survey online. The goal is to gather 600 responses.</p> <p>The next steps include finalizing the plan with the church and preparing outreach materials, such as cards with the survey link, with the help of the RGS communications team.</p> <p>A comment was made suggesting that if the community health survey is not conducted during the Halloween "Trunk or Treat" event, an alternative could be hiring people to go door-to-door to distribute the survey. The speaker also recommended positioning survey distribution at the beginning or end of the event to avoid crowding and to help spread the word effectively. They noted that handing out flyers in trick-or-treat bags could result in a small percentage of responses.</p> <p>This item and reports were information-only; no votes were taken.</p> <p><b>D.</b> The update on the LAFCO annexation process noted that all required submissions have been made to LAFCO, and the district is now waiting for their review. Once LAFCO provides comments, the district will respond, after which LAFCO will notify various public agencies for their input on the annexation. Planning, public hearings, and other steps will follow this. The goal is to have significant progress by the beginning of next year.</p> <p>The annexation will allow the district to expand its services, particularly in areas currently served by Ridgecrest Regional Hospital but unserved by healthcare districts. This expansion aims to provide additional primary care, specialty care, mental health services, and greater clinical and medical office space. Ridgecrest Regional Hospital also plans to expand its emergency and laboratory services. Once the LAFCO process is complete, the focus will shift to strategic planning to develop these initiatives.</p> <p>This item and reports were information-only; no votes were taken.</p>
<p><b>54:24 Pp 18 of packet</b></p>	<p><b>10. New Business</b> <b>A.</b> Approval of RGS Proposal to Produce Short Video For EKHCD</p>	<p><b>A.</b> Focus on producing videos for the district to better communicate its mission and work. Three options were proposed: (1) a series of three one-minute videos highlighting the mission, health, well-being, and resiliency; (2) a longer two-to-four-minute video explaining the annexation project and the partnership with Ridgecrest Regional Hospital, emphasizing the expansion of healthcare services; or (3) a video of undetermined length covering the history and purpose of the district.</p>

<p><b>1:00:58</b> <b>pp 19-23</b> <b>of</b> <b>packet</b></p>	<p><b>B. Approval of Contract for Administrative Assistant Socorro Chavez</b></p>	<p>The board needs to decide on the type of video before moving forward. The cost depends on the length and production time. The videos aim to improve recognition of the district, especially in public meetings, and to explain the district's role and strategic partnerships. The decision will be revisited at the October 15 meeting.</p> <p>This item and reports were information-only; no votes were taken.</p> <p><b>B. The board reviewed the formal contract for hiring Ms. Chavez as an administrative assistant. At the previous meeting, the board approved her hiring at \$23 an hour for five to ten hours weekly as an at-will employee. This contract formalizes and provides further details regarding her employment. Once signed by Ms. Chavez, it will become effective.</b></p> <p>A public comment was made regarding the timeframe of Ms. Chavez's employment contract. It was clarified that the contract is structured as an at-will employment agreement, meaning either party can terminate the contract with notice. While it is styled as a one-year contract, this primarily serves to give the employee an indication of the district's intentions before the one-year mark.</p> <p><b>Motion: Approval Of Contract for Administrative Assistant Socorro Chavez</b> <b>L Patrick: L Peralta. Motion Carried, 3-0</b></p>
<p><b>1:02:46</b></p>	<p><b>C. Approval of EKHCD Registration, Meal and Lodging at CSDA Clerk &amp; Board Secretary Conference in San Diego From 10/21 To 10/23</b></p>	<p><b>C. The board discussed and approved the registration for Ms. Chavez, the district representative, to attend the CSDA Clerk and Board Secretary Conference in San Diego from October 21 to 23.</b></p> <p><b>Motion: Approval Of EKHCD Registration, Meal and Lodging at CSDA Clerk &amp; Board Secretary Conference in San Diego From 10/21 To 10/23</b> <b>L Patrick: L Peralta. Motion Carried, 3-0</b></p>
<p><b>1:07:28</b></p>	<p><b>D. Amend the Prior Board Decision to Purchase a New Printer/Scanner at A Cost Of Up To \$1000 To Up To \$2000</b></p>	<p><b>D. The board revisited a previous decision several years ago to upgrade the district's printer and scanner, with an initial budget of \$1,000. Staff has researched options, as there is a need to digitize decades-old files. Three quotes were presented, one option being a Kodak scanner priced at \$1,500 to \$1,600. The board discussed increasing the budget to \$2,000 for flexibility, with staff bringing a final recommendation to the board for approval.</b></p> <p><b>Motion: Amend The Prior Board Decision to Purchase A New Printer/Scanner At A Cost Of Up To \$1000 To Up To \$2000</b> <b>L Patrick: L Peralta. Motion Carried, 3-0</b></p>
<p><b>1:09:20</b></p>	<p><b>11. Closed Session</b></p>	<p>The Board moved into Closed Session for discussion of those items enumerated on the agenda cover.</p>

1:10:43	<b>12. Report Out of Closed Session</b>	Upon return to Open Session, General Counsel Alex Lemieux stated, "The Board met in a Closed Session. For CS1, with a real property negotiator pursuant to Government Code Section 54956.8. The property is 9278 North Loop Boulevard in California, and the agency negotiator is Alex Lemieux. The negotiating party is Cajon Medical Group, under negotiation price in terms of payment regarding lease agreements. The Board took no reportable action on this item. This concludes Counsel's closed session report. Thank you."
1:12:11	<b>13. President's Comments</b> A. Form Ad Hoc Committee with staff and counsel to review Admin Code	<b>11A.</b> Chair Macedonio announced the formation of an ad hoc committee to review the administrative code. The committee will consist of Alex, Socorro Chavez, and Chair Macedonio. The process will involve breaking the administrative code into manageable sections for review, with regular sessions to address it in small parts. Updates will be provided at each board meeting, and once the review is complete, there will be a final public discussion. The first update is scheduled for the October 15 meeting.
1:13:25	<b>14. Directors' Comments</b> A. East Kern Economic Alliance Meeting (9/19/24) B. Mable Davis Senior Center Board Meeting (9/25/24)	Chair Macedonio noted that they attended two meetings, including the East Kern Economic Alliance meeting on September 19 at the Mojave Air and Spaceport. They have 12 pages of notes from the meeting and emphasized that healthcare should not be separated from economic development, highlighting the importance of strategic relationships with neighboring communities.
1:21:53	<b>15. Future Agenda Items</b> A. Logic Model  B. Review Administrative Code  C. Surplus Land Act	The logic model will be addressed after the administrative code review is completed. The logic model is crucial to grant writing, outlining available resources, desired outcomes, and action steps. This process is essential for the district's strategic planning and growth in healthcare access, which remains the goal. The team will continue to develop their knowledge and implement the strategic plan while ensuring consistent progress.
1:23:40	<b>Adjournment</b>	<b>Motion to Adjourn at 6:50 p.m.</b> Motion Carried, 3-0