



## AGENDA

### EAST KERN HEALTH CARE DISTRICT BOARD OF DIRECTORS

#### SPECIAL MEETING

9300 N LOOP BLVD, CALIFORNIA CITY, CA 93505

*Mission Statement: Building health, well-being, and resiliency*

**June 21, 2022 5:00 pm (via Zoom only)**

#### **Special Notice**

##### Teleconference Accessibility

Pursuant to Executive Order N-29-20 issued by Governor Newsom in response to the COVID-19 outbreak and as a precaution to protect both staff, our constituents, and elected officials, the East Kern Health Care District will hold its board meeting via teleconference or the most rapid means of communication at the time. The public may participate in the teleconference by clicking on the link below:

<https://us02web.zoom.us/j/89649587452?pwd=ZXBQNGFzNUlueHJvam5RRUtqTjE4dz09>

**Meeting ID: 896 4958 7452**

**Passcode: 757096**

If you wish to access the meeting by telephone, please dial  
1 669 900 6833 US (San Jose), enter the meeting ID, and then press # (pound).

Public comments may be made through teleconference when prompted by the President during the public comment period. Public comments may also be provided by emailing [eastkernhealthcaredistrict@gmail.com](mailto:eastkernhealthcaredistrict@gmail.com) in advance of or during the meeting.

Please indicate "PUBLIC COMMENTS" in the subject line.

If you have difficulty connecting to the teleconference line, please call (213) 640-9355  
or email [eastkernhealthcaredistrict@gmail.com](mailto:eastkernhealthcaredistrict@gmail.com)

#### 1. PLEDGE OF ALLEGIANCE / INVOCATION

#### 2. CALL TO ORDER

#### 3. ROLL CALL

DIRECTORS

Determination of Quorum

Director R. Foley  
Director R. Macedonio  
Director L. Patrick  
Director L. Peralta  
Chair K Macedonio

**STAFF**

Alex Lemieux - Attorney  
BJ Lindsay - Administration  
Nicole Schenk - Technical Support

**4. APPROVAL OF AGENDA**

**Motion** \_\_\_\_\_ **Seconded** \_\_\_\_\_

**Action** \_\_\_\_\_

**5. PUBLIC COMMENT**

This portion of the meeting is reserved for persons desiring to address the Board on any matter not on this agenda and over which the Board has jurisdiction. Please be advised that the Brown Act prohibits action on items that are not listed on the agenda. The board may set such items for consideration at some future Board meeting.

**6. COMMUNITY / CIVIC ANNOUNCEMENTS AND PRESENTATIONS**

**CONSENT CALENDAR**

**A. APPROVE WARRANTS:**

<b>Debits and vendor checks</b>		Pages 5-6
<b>Vendor checks total:</b>	<b>\$21,056.87</b>	
<b>Debit total:</b>	<b>\$289.37</b>	

**B. APPROVAL OF MINUTES:**

<b>Approve Regular Meeting Minutes from 06/07/2022</b>	Pages 7-10
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**APPROVAL OF CONSENT CALENDAR**

Motion \_\_\_\_\_ Seconded \_\_\_\_\_

Action \_\_\_\_\_

**CONTINUING BUSINESS**

**CB1: IMPROVEMENTS - 9300 N LOOP**

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Motion \_\_\_\_\_ Seconded \_\_\_\_\_

Action \_\_\_\_\_

**CB2: FIRE MITIGATION - 8101 Bay Ave**

Motion \_\_\_\_\_ Seconded \_\_\_\_\_

Action \_\_\_\_\_

**NEW BUSINESS**

**NB1: ELECTION PROTOCOLS - Alex Lemieux**

Motion \_\_\_\_\_ Seconded \_\_\_\_\_

Action \_\_\_\_\_

**DISTRICT UPDATES**

**PRESIDENT’S COMMENTS - Chair K. Macedonio**

**STAFF UPDATES**

**BJ Lindsay - Administration**

**Nicole Schenk - Tech Support**

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**FACILITIES REPORT - Director R. Macedonio**

## **FUTURE AGENDA ITEMS**

### **CALL FOR FUTURE AGENDA ITEMS**

**Director R. Foley**  
**Director R. Macedonio**  
**Director L. Patrick**  
**Director L. Peralta**  
**Chair K. Macedonio**

### **AB 1234: DIRECTOR COMMENTS**

**Director R. Foley**  
**Director R. Macedonio**  
**Director L. Patrick**  
**Director L. Peralta**  
**Chair K. Macedonio**

### **ADJOURNMENT**

**Motion** \_\_\_\_\_ **Seconded** \_\_\_\_\_

**Action** \_\_\_\_\_

**Next Regular Meeting: 07/05/22**

**8101 Bay Ave. California City, CA (HYBRID)**

**“Pursuant to Government code section 54954.2(a), any request for a disability-related modifications or accommodation, including auxiliary aids or services, that is sought in order to participate in this agendized public meeting should be directed to the District’s office at (760) 373 - 2804 at least 48 hours prior to said meeting.”**

**Date Agenda posted:** 06/20/22 1:30 PM

**Agenda posted by:** Karen Macedonio, EKHCD President

DATE: June 21, 2022

VENDOR PAYMENT LIST

VENDOR	MEMO LINE	AMOUNT
Aleshire & Wynder, LLP	68229 Through May 2022	\$1200.00
Barragon Construction Services		
City of California City - Water	101730.03, \$95.92, 8101 Bay Ave 103347.01, \$370.80, 9300 N Loop	\$466.72
CSDA		
Classic Lock & Key		
Digitech	14550, 6/1/2022	\$42.99
Frontier	5/28-6/27/2022	\$173.77
Mobile Modular		
Mojave Desert News		
Nigro and Nigro		
Olivarez Madruga Lemieux O'Neill		
Reliable Air Conditioning & Heating	20791, 9300 N Loop, Bartz	\$250.00
SDRMA – Workers' Comp		
SDRMA – Property/Liability	72401	\$16,134.23
Sharper Landscaping	6165, 6/1/2022	\$340.00
Senior Citizen's Association of California City		
Southern California Edison	8000222683, \$712.19, 9300 N Loop 8001112753, \$502.42, 8100 Aspen 8001112989, \$516.66, 8100 Aspen	\$1733.25
Southern California Gas Co		

T Winn Maintenance	0331167, May 2022	\$200.00
The Moments Captured, LLC		
Waste Management	3881815-4801-1, May 2022	\$515.91
Witts Office Furniture		
		<b>CHECKS, TOTAL</b>
		<b>10 Checks \$21,056.87</b>
<b>DEBIT CARD</b>		
Amazon	6/8/22, 114-7931634-0421866, \$28.66, Sort-All 6/10/22, 112-1110016-6009801, \$103.96, Hon File Rails 6/11/22, 111-5049750-9895441, \$31.74, P-Touch colored tape and charging cable 6/19/22, 114-8500936-3958638, \$63.51, File folders and binder clips 6/16/22, 114-8719237-4437010, \$7.50, file folder tabs	\$235.37
Cal City TV & Appliances		
<b>AUTOMATIC DEBITS</b>		
Google – G-Suite/Gmail	091000014090716, 5/1-29/22, xxx904	\$54.00
T-Mobile		
Zoom		
		<b>DEBIT TOTAL \$289.37</b>
<b>COMMUNITY COLLABORATION FUNDING</b>		
City of California City – Fire Department		
City of California City – Parks and Recreation Department		



## **SUMMARY OF PROCEEDINGS**

**BOARD OF DIRECTORS - EAST KERN HEALTH CARE DISTRICT**

**9300 N LOOP BLVD, CALIFORNIA CITY, CA 93505**

### **Regular Meeting Minutes**

**June 7, 2022 5:00pm**

*"Building health, well-being, and resiliency."*

1. **PLEDGE OF ALLEGIANCE**
2. **INVOCATION (INVOCATION NOT GIVEN)**
3. **CALL TO ORDER: 5:02 PM**
4. **ROLL CALL**

**DIRECTORS PRESENT:**

Director R. Macedonio, Director L. Peralta, Chair K Macedonio

**DIRECTORS ABSENT:**

Director R. Foley, Director L. Patrick

**STAFF PRESENT:**

Alex Lemieux, Nicole Schenk

**STAFF ABSENT:**

Penny Farris

**PUBLIC PRESENT:**

None

### **5. APPROVAL OF AGENDA**

Two changes were made: To rearrange order of business so that District Updates came after the Consent Calendar, and to add a New Business item for: "Discussion and possible action regarding appointment of part time administrative staff".

**Motion to approve the Agenda (00:08:57)**

**L. Peralta - R. Macedonio**

3 Ayes: Director R. Macedonio, Director L. Peralta, Chair K. Macedonio

2 Absent: Director R. Foley, Director L. Patrick

## 6. PUBLIC COMMENT

None

## 7. PUBLIC PRESENTATION (00:09:47 - 00:25:56)

Karen Sanders gave overview of LAFCo's role, purpose, and duties in CA Special Districts.

## CC: CONSENT CALENDAR (00:26:05 - 00:40:10)

### CC1: APPROVE WARRANTS

Vendor checks and Debit card transactions

One addition was made and is included in the total, which was a payment of \$190.00 to reimburse Mr. Lacson for scans of floor plans of the 9300 N Loop property that he facilitated and delivered via email.

**Total to approve: \$ 9,575.59**

**CC5: Karen Sanders will be the candidate the Board will vote for**

### Motion to approve Consent Calendar (00:40:12)

**R. Macedonio - L. Peralta**

3 Ayes: Director R. Macedonio, Director L. Peralta, Chair K. Macedonio

2 Absent: Director R. Foley, Director L. Patrick

## DISTRICT UPDATES (Did not occur)

## CONTINUING BUSINESS

### CB1: INSURANCE CLAIM - 9200 N LOOP (00:41:04 - 01:43:45)

**Motion to authorize district representative to communicate with Westpoint for possible tenant improvements and lease renewal.**

**L. Peralta - R. Macedonio 6:43**

3 Ayes: Director R. Macedonio, Director L. Peralta, Chair K Macedonio

2 Absent: Director R. Foley, Director L. Patrick

This item will be brought to 06/21/21 Special meeting - for further discussion or action

### CB2: INSURANCE CLAIM - 8101 Bay Ave (01:44:24 - Discussion only - no action

This item will be brought to 06/21/21 Special meeting - for further discussion or action



**CB3: EKHCD MISSION STATEMENT (01:55:32 - 02:07:30)**

**Motion to approve the following as EKHCD Mission Statement:**

*“Building health, well-being, and resiliency.”*

**R. Macedonio - L. Peralta (02:07:32)**

3 Ayes: Director R. Macedonio, Director L. Peralta, Chair K Macedonio

2 Absent: Director R. Foley, Director L. Patrick

**NEW BUSINESS**

**NB1: RENT REVIEW PER ADMIN CODE (02:08:52 - 02:17:00)**

**Motion to postpone item to 06/21/21 Special meeting**

**R. Macedonio - L. Peralta 7:19 PM (02:17:13)**

3 Ayes: Director R. Macedonio, Director L. Peralta, Chair K Macedonio

2 Absent: Director R. Foley, Director L. Patrick

**NB2: EMERGENCY ACTION - EMPLOYMENT (02:17:55 - 02:24:40)**

**Motion to hire BJ as a general office administrator for up to 15 hours a week, with an at-will contract, at the rate of \$23.00 per hour. (Alex Lemieux will provide contract).**

**L. Peralta - R. Macedonio (2:25:36)**

3 Ayes: Director R. Macedonio, Director L. Peralta, Chair K Macedonio

2 Absent: Director R. Foley, Director L. Patrick

**CALL FOR FUTURE AGENDA ITEMS**

**Director R. Foley (Absent)**

**Director R. Macedonio (None)**

**Director L. Patrick (Absent)**

**Director L. Peralta (None)**

**Director K. Macedonio for 06/21/22 meeting:** Westpoint tenant improvement, rent review, financial reports (audit interval), Discuss and approve pay for a writer for EKHCD articles.

**AB 1234: DIRECTOR COMMENTS (02:31:31 - 02:32:58)**

**Director R. Foley** (Absent)

**Director R. Macedonio** (None)

**Director L. Patrick** (Absent)

**Director L. Peralta** - Inquired about information re: training manual, manual index, training manual draft (staff updates)

**Chair K. Macedonio** (None)

**ADJOURNMENT**

**Motion to adjourn (02:33:05)**

**R. Macedonio - L. Peralta - 7:34 PM**

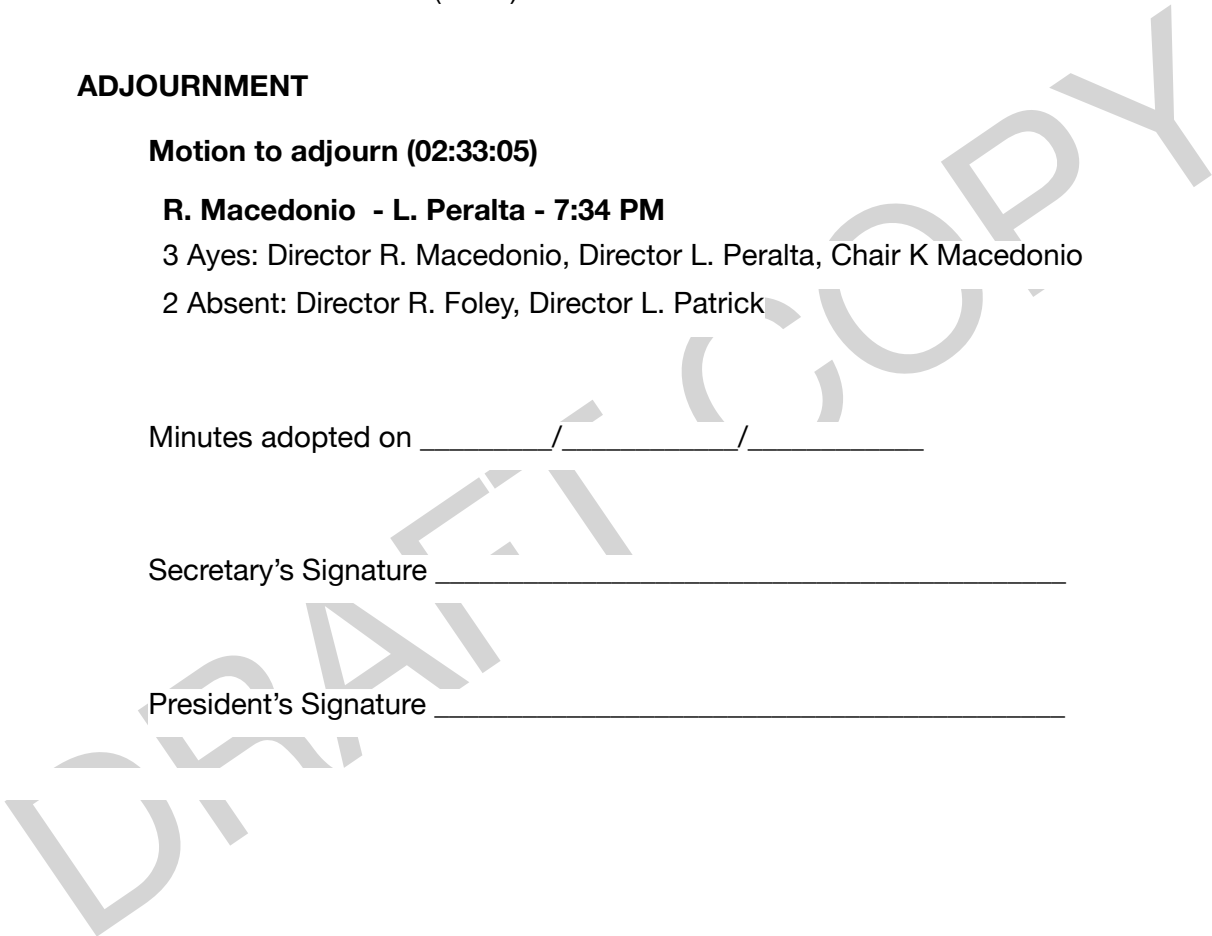
3 Ayes: Director R. Macedonio, Director L. Peralta, Chair K Macedonio

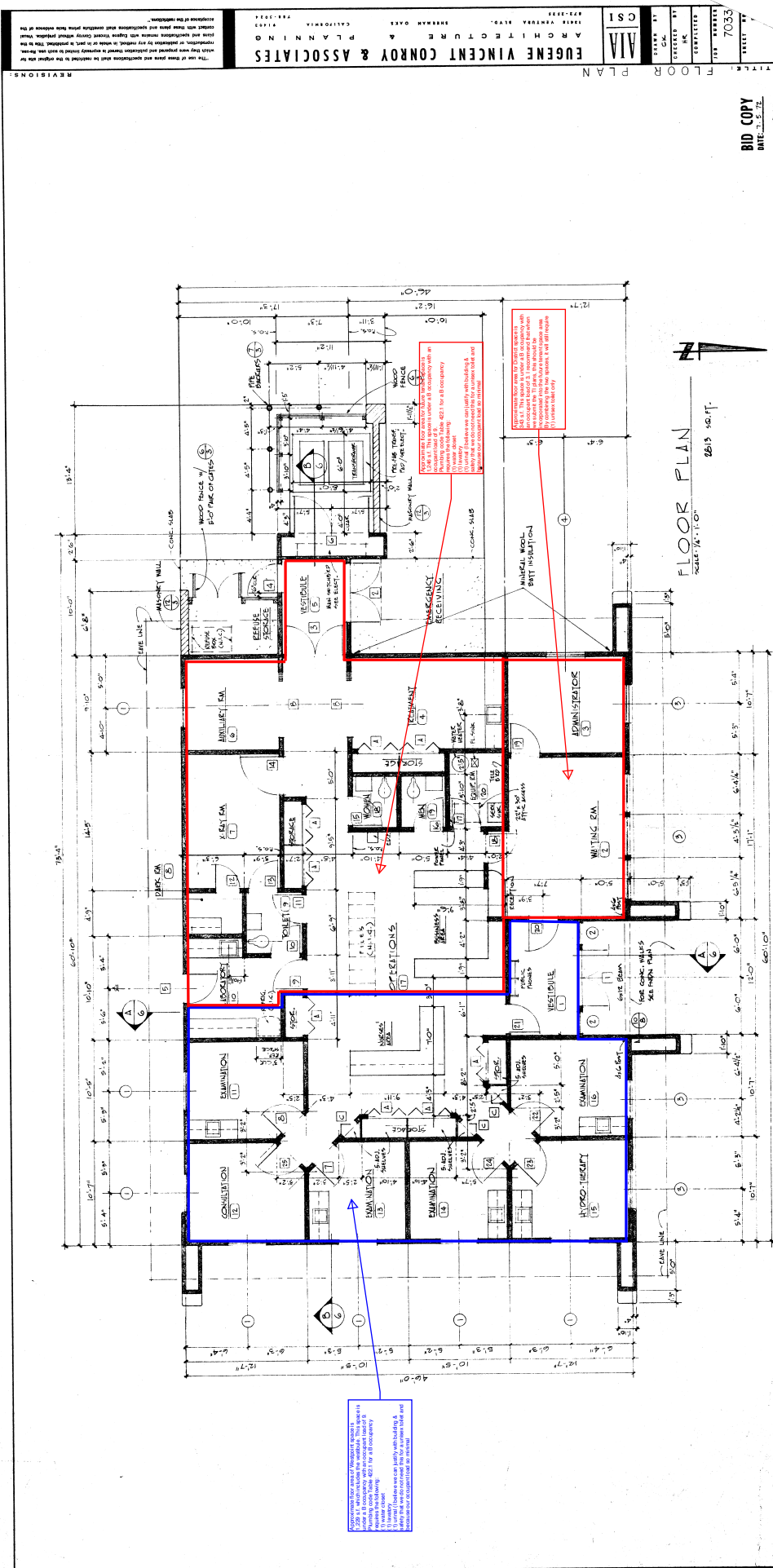
2 Absent: Director R. Foley, Director L. Patrick

Minutes adopted on \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

Secretary's Signature \_\_\_\_\_

President's Signature \_\_\_\_\_





6/20/22

EKHCD Staff Report  
Nicole Schenk, Tech Support

I attended two webinars on 6/08 detailing the enhanced security Multi-Factor Authentication (MFA) can offer, and how to implement it for both Google Workspace and Microsoft365. I will also touch on MFA in general, since many websites offer it as a means to enhance security by using more than one method to verify the user as legitimate.

Since I did not know when this topic might be discussed, and it was a lot of information to include in a staff update, If the Board wishes it, I will offer all the details as well as informative handouts that were provided by the Webinar host, as an agenda item at an upcoming meeting.

The Manual Index and Staff Training Documents is a work that is ongoing, and will also be covered as time allows, at an upcoming meeting. Calibration with in-office staff has been a challenge, so that is a factor in the timing of covering this topic.

-Nicole