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for our community health and well-being.*

MINUTES of the REGULAR MEETING OF THE PLANNING COMMITTEE
MENDOCINO COAST HEALTH CARE DISTRICT

Monday, July 28, 2025, at 1:00 PM
Neva Cannon Room, Adventist Health Mendocino Coast Hospital Campus
775 River Drive, Fort Bragg, CA.

1. CALL MEETING TO ORDER

Chair McGourty called the meeting to order at 1:00 p.m.

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

Committee Members Present:

Chair Jan McGourty Paul Garza Jr.
Gabriel Maroney
Mikael Blaisdell was absent due to illness

A quorum of the Committee was present.

Management Team: Agency Administrator Katharine Wylie
 Chief Financial Officer Wayne Allen

2. PUBLIC COMMENT FOR ITEMS ON THE AGENDA

Chair McGourty called for public comment.

Seeing no one come forth, Chair McGourty closed public comment.

3. CONSENT CALENDAR

3a) Draft Planning Committee Special Meeting Minutes Dated 7/14/2025

The committee reviewed the draft minutes.

Chair McGourty called for public comment.

Seeing no one come forth, Chair McGourty closed public comment.

Motion: Committee member Garza moved to approve Consent Calendar Item 3a) as distributed.
The motion was approved by a 3 Yes/0 No vote.



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4. NEW BUSINESS

4a) Review a draft Request for Proposal (RFP), Request for Qualifications (RFQ) and Statement of Qualifications (SOQ) processes.

Agency Administrator Wylie introduced the item, and the meeting participants: Kyle Brooks, Senior Project Manager, Office of Design and Construction - Adventist Health; Donna Huntingdale, Professional Engineer and President, and Lisa Lazier, Business Development - Building RX; Kim Pacheco, Structural Engineer and Principal - John A. Martin & Associates.

Kyle Brooks reviewed the RFP process for the MTCAP work. Engineers Huntingdale and Pacheco helped the committee to further understand the MTCAP work sequence. The committee discussed the importance of having a district construction representative and discussed recommending that the board hire a Civil Engineer as a Board Representative to help guide potential retrofit and modernization projects.

Chair McGourty called for public comment.

Seeing no one come forward, Chair McGourty closed public comments.

Motion: A motion to recommend the use of an engineering consultant to the Board was approved.
by a 3 Yes/0 No consensus vote.

4b) Continue discussion on Hospital Seismic Retrofit Decision Tree for the Mendocino Coast Adventist Health Hospital facilities building options, Committee Chair McGourty.

Chair McGourty introduced the item. The committee discussed questions about Scope of work descriptions, Insurance coverage, and identifying an Engineering vendor.

6. ADJOURNMENT

Seeing no further business, Chair McGourty adjourned the meeting at 2:21 p.m.

Respectfully Submitted,

Katharine D. Wylie, Agency Administrator