



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

Thursday, April 25, 2024, at 5:00 PM  
Redwoods Room, Adventist Health Mendocino Coast Hospital Campus  
700 River Drive, Fort Bragg, CA.

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## CONDUCT OF BUSINESS

Chair Garza noted a quorum of the Board was present, called the meeting to order, and stated the first item was for the purpose of conducting interviews of Board Director candidates and stated the Closed Session item was to be pulled from the agenda.

### **1. BOARD DIRECTOR CANDIDATE INTERVIEWS**

Interviews of the candidates were conducted. A vote was taken and Chair Garza abstained, Vice Chair Katzeff voted for Gabriel Maroney, and Secretary Savage abstained. Seeing none of the candidates received the quorum majority of votes, no one was appointed to fill the vacant position. Direction was given to the management team to look into the procedure to move forward with an appointment.

Chair Garza called a recess at 5:52 p.m. and reconvened the meeting at 5:56 p.m.

### **2. 6:00 pm. CLOSED SESSION GC § 54956.9(d)(1): CONFERENCE WITH LEGAL COUNSEL - Existing Litigation (1 matter)**

This item was pulled from the agenda.

### **3. OPEN SESSION**

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  
   Secretary Susan Savage

Directors Absent:            Treasurer Sara Spring

Director Seat:                One Vacant Seat

A quorum of the Board was present.

Management Team: Agency Administrator Katharine Wylie  
Chief Financial Officer Wayne Allen  
Clerk of the Board Norma I. Alley, MMC

#### **4. PUBLIC COMMENT FOR ITEMS ON THE AGENDA**

Malcolm Macdonald spoke to the order of business.

Anna Stockel spoke to the order of business.

#### **5. REPORTS**

##### **5a) Ca. Hospital Association Update**

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

##### **5b) Board Chair's Report**

Chair Garza provided a general update on Board and District matters.

##### **5c) Agency Administrator's Report**

Agency Administrator Wylie presented a brief update on District matters.

#### **6. CONSENT CALENDAR**

##### **6a) Approval of Minutes of the March 28, 2024, Regular Meeting**

##### **6b) Approval of Minutes of the April 10, 2024, Regular Meeting**

##### **6c) Approval of Board Policy 7, Records Retention Policy, and Appendices A & B**

Chair Garza pulled item 6b from consideration as they were not included in the meeting packet.

Chair Garza called for public comments.

Malcolm Macdonald provided general comments on the agenda items.

Seeing no further comments, Chair Garza closed public comments.

Motion: Secretary Savage made a motion to Consent Calendar items 6a and 6c. Motion was seconded by Vice Chair Katzeff. The motion was approved by a 3 Yes/0 No/1 Absent (Spring)/1 Vacant vote.

## **7. REGULAR CALENDAR**

### **7a) Receive Seismic Compliance Team Progress Report and Update on Community Meetings**

Props & Measures Representative Robin Garrity provided a brief summary and fielded questions from the Board.

### **7b) Consideration and Approval of the Measure C Committee Recommended Fund Cash Receipts and Disbursements Record**

Measure C Committee Chair Hurst presented the report regarding items 7b and 7c and fielded inquiry from the Board.

Chair Garza called a recess at 7:15 p.m. to convene a Special Board Meeting. The meeting reconvened at 7:50 p.m.

Chair Garza called for public comments.

Judy Leach, Adventist Health Mendocino Coast Hospital President, provided general comments regarding the presentation.

Dr. William Miller, Adventist Health Mendocino Coast Hospital Medical Director and Chief of the Medical Staff, provided general comments regarding the presentation.

Peter Johnson provided general comments regarding the presentation.

Anna Stockel provided general comments regarding the presentation.

Rick Childs provided general comments regarding the presentation.

Linda Williams provided general comments regarding the presentation.

Seeing no further comments, Chair Garza closed public comments.

Motion: Chair Garza made a motion to approve the Measure C Committee's recommended fund cash receipts and disbursements record and authorize the transfer of District funds. Motion was seconded by Vice Chair Katzeff. The motion was approved by a 3 Yes/0 No/1 Absent (Spring)/1 Vacant vote.

### **7c) Consideration and Approval of the Measure C Committee Recommended 4/17/24 Adventist Health Improvements List**

Measure C Committee Chair Hurst presented a collective report on this agenda item during the previous agenda item and fielded questions from the Board.

Chair Garza called for public comments. Seeing no one come forward, he closed public comments. It is noted for the record members of the public which spoke to this agenda item spoke under item 7b.

Motion: Secretary Savage made a motion to approve Measure C Committee's recommended 4/17/2024 Adventist Health Improvement List. Motion was seconded by Vice Chair Katzeff. The motion was approved by a 3 Yes/0 No/1 Absent (Spring)/1 Vacant vote.

**7d) Receive Listing of Bank Balances, 4/22/24, and Consider Approval of the Warrant List, April 2024**

Chief Financial Officer Allen presented the report on this item.

Chair Garza called for public comment.

Terry Ramos provided general comments on the presentation.

Seeing no further comments, Chair Garza closed public comments.

Motion: Secretary Savage made a motion to approve the Warrant List. Motion was seconded by Vice Chair Katzeff. The motion was approved by a 3 Yes/0 No/1 Absent (Spring)/1 Vacant vote.

Chief Financial Officer Allen presented Pro Forma Financials, which were presentation only, and fielded questions from the Board.

Chair Garza called for public comment.

Dr. William Miller provided general comments on the presentation.

Malcolm Macdonald provided general comments on the presentation.

Seeing no further comments, Chair Garza closed the public comments.

**7e) Review and Approve Board Policy 3 - Internal Controls Policy**

Secretary Savage and Chair Garza presented the report on this item.

Chair Garza called for public comments.

Malcolm Macdonald provided general comments regarding the item.

Terry Ramos provided general comments regarding the item.

Seeing no further comments, Chair Garza closed public comments.

Motion: Vice Chair Katzeff made a motion to postpone to the next Regular Board Meeting. Motion was seconded by Secretary Savage. The motion was approved by a 3 Yes/0 No/1 Absent (Spring)/1 Vacant vote.

**7f) Review and Approve Board Policy 4 - Credit Card Use Policy**

Secretary Savage presented the report on this item.

Chair Garza called for public comments.

Malcolm Macdonald provided general comments regarding the item.

Gabriel Maroney provided general comments regarding the item.

Seeing no further comments, Chair Garza closed public comments.

Motion: Secretary Savage made a motion to approve Board Policy 4. Motion was seconded by Vice Chair Katzeff. The motion was approved by a 3 Yes/0 No/1 Absent (Spring)/1 Vacant vote.

**7g) Review and Approve Board Policy 8 - Purchasing Policy**

Secretary Savage presented the report on this item.

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

Motion: Vice Chair Katzeff made a motion to approve Board Policy 8. Motion was seconded by Secretary Savage. The motion was approved by a 3 Yes/0 No/1 Absent (Spring)/1 Vacant vote.

**7h) Review and Approve Board Policy 9 - Accounts Receivable Policy**

Secretary Savage presented the report on this item.

Chair Garza called for public comments.

Malcolm Macdonald provided general comments regarding the item.

Seeing no further comments, Chair Garza closed public comments.

Motion: Secretary Savage made a motion to approve Board Policy 9. Motion was seconded by Vice Chair Katzeff. The motion was approved by a 3 Yes/0 No/1 Absent (Spring)/1 Vacant vote.

**7i) Review and Approve Board Policy 10 - Code of Ethics Policy**

Secretary Savage presented the report on this item.

Chair Garza called for public comments.

Malcolm Macdonald provided general comments regarding the item.

Anna Stockel provided general comments regarding the item.

Seeing no further comments, Chair Garza closed public comments.

Motion: Secretary Savage made a motion to approve Board Policy 10. Motion was seconded by Vice Chair Katzeff. The motion was approved by a 3 Yes/0 No/1 Absent (Spring)/1 Vacant vote.

### **8. COMMENTS FROM THE BOARD**

Vice Chair Katzeff commented that the appointment of the next Director needed to be a priority of the Board.

### **9. ADJOURNMENT**

Seeing no further business, Chair Garza adjourned the meeting at 9:20 p.m.

Respectfully Submitted,

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Norma I. Alley, MMC, Clerk of the Board