

**Tulare Local Health Care District
Board of Directors Meeting
Wednesday, November 17, 2021, 6:30 PM
Evolutions Plaza Conference Room
1425 E. Prosperity Ave., Tulare, CA
(Use Prosperity Avenue entrance on north side of Plaza)**

Electronic participation will be available via Zoom Webinar link/phone number below.

Zoom Webinar link and call in information¹:

<https://us06web.zoom.us/j/83831113553?pwd=TklpT0dGNFd2cUVCeW10QzlaZDBBZz09>

You can also dial in using your phone

United States: +1 669 900 9128 or +1 253 215 8782 or +1 346 248 7799 or +1 301 715 8592

Webinar ID: 838 3111 3553

Passcode: 255063

Special notice to individuals with disabilities:

Please email kmelendez@tulareregional.org or call [\(559\) 685-3879](tel:5596853879)
in order to request any reasonable modification or accommodation as may be needed
to observe or participate in this meeting telephonically/electronically.

Availability of Public Records.² All public records relating to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act, that are distributed to a majority of the board members will be available for public inspection at TLHCD Administrative Offices, Construction Trailer, 869 North Cherry Street, Tulare, California at the same time that the public records are distributed or made available to the board members.

¹ Pursuant to Government Code Section 54953(e) (as amended by AB-361), when a legislative body holds a meeting during a proclaimed state of emergency and either (a) state or local officials have imposed or recommended measures to promote social distancing, or (b) the board of the local agency, by majority vote within the last 30 days, has determined that, as a result of said emergency, meeting in person would present imminent risks to the health or safety of attendees, certain provisions of the Brown Act respecting notice, quorum and accessibility requirements applicable to meetings of local legislative bodies are modified to accommodate overriding public health concerns. A physical location for public participation in the November 17, 2021, regular meeting of the Board of Directors will therefore be provided on a limited occupancy basis. To avoid unintentional transmission of COVID-19, interested members of the public are encouraged to observe and participate in this meeting telephonically or electronically using the information provided above. Any member of the public requiring assistance in accessing these offsite technologies should email Kathy Melendez at kmelendez@tulareregional.org or call [\(559\)685-3879](tel:5596853879) at least three (3) hours prior to the scheduled commencement of this meeting.

² Due to present restrictions related to COVID-19, the District is operating under a modified schedule. Please call [\(559\)685-3879](tel:5596853879) or email kmelendez@tulareregional.org to arrange viewing access to documents.

MINUTES

Tulare Local Health Care District Board Members:

Kevin Northcraft	President	District 4
Mike Jamaica	Vice President	District 2
Xavier J. Avila	Secretary	District 5

1. **Call to Order**

President Northcraft called the meeting to order at 6:31 PM.

2. **Public Comment**

None.

3. **Announcements – Board**

- a. Chief Executive Officer Selection: President Northcraft announced that, after a lengthy recruitment process, Phil Smith was selected as the new Chief Executive Officer.

Secretary Xavier Avila stated it is important to keep focused on completing the Tower. The Board is here to support the hospital by building new facilities to bring in new doctors. He feels that Adventist Health has done an incredible job and they are showing their leadership in this community. Avila stated it is his duty to defend Adventist Health and the community.

President Northcraft presented former District 3 Director Senovia Gutierrez with a plaque for outstanding service to the District.

4. **Discussion and Potential Action Related to Resignation of Philip Smith, District 1 Director, Posting of Notice of Vacancy, and Determination of Period for Submitting Letters of Interest**

Motion was made by Xavier Avila and seconded by Mike Jamaica to appoint a new District 1 director once a resignation letter has been received from Phil Smith. Motion approved 3-0.

Motion was made by Xavier Avila and seconded by Kevin Northcraft to allow for a 35-day posting period for submitting letters of interest for the District 1 vacancy. Motion approved 3-0.

5. **Consent Agenda**

- a. 10/27/2021 Regular Board Meeting Minutes
b. 11/5/2021 Special Board Meeting Minutes
c. 11/10/2021 Special Board Meeting Minutes
d. Discussion and Action Related to Continuation of Remote Attendance Accommodations (by Zoom) in Accordance with AB 361

Motion was made by Xavier Avila and seconded by Mike Jamaica to approve the consent agenda as presented. Motion approved 3-0.

6. **Legislation Update on Issues and Opportunities Related to Healthcare and Wellness – Representative Devon Mathis**
Representative Mathis thanked the Board for leading the hospital into re-opening and moving forward. Mathis spoke about the many opportunities for growth in the areas of mental health, public health, and the lack of medical staff. In addition, Mathis spoke about funding to help with internships.
7. **TLHCD Financial Audit Report FYE June 30, 2020**
 - a. Presentation and Approval of Financial Audit FYE June 30, 2021 – Rick Jackson, C.P.A., JWT and Associates, LLP
The financial audit report was presented and reviewed by CPA Rick Jackson with the Board. No discrepancies were reported. After presentation, a motion was made by Mike Jamaica and seconded by Xavier Avila to approve the Financial Audit Report for fiscal year ending 2021. Motion approved 3-0.
8. **Tulare Hospital Foundation – Jan Smith, Executive Director**
Executive Director Smith reported that the Foundation is currently working on the annual Festival of Trees event which will be held virtually again this year due to Covid. Smith also reported that Board trustees will be attending a board orientation at the Wonder Valley Conference Center in February 2022 where they will set tasks and benchmarks and brainstorm on the tower campaign.
9. **Adventist Health Tulare – Sheri Pereira, Site Administrator**
Administrator Pereira reported that the hospital has been very busy. Pereira stated the hospital has been at 90%-100% of capacity, there has been a 32% increase in ED visits from last year, admissions rose 22%, the average daily census is up 75%, OB deliveries have increased 90%, and there have been 33 babies delivered to date for the month. Adventist Health is currently recruiting for clinic physicians in the fields of obstetrics, cardiology, surgery, and orthopedic surgery as well as dentistry and chiropractic. Pereira also reported that AH has been working with CDPH to coordinate staffing with traveling nurses to help with the increase in census.
10. **Adventist Health Tulare Capital Improvements Update – Sandra Ormonde, CEO**
 - a. NPC-2 Emergency Lighting: Ormonde reported that all seismic work is complete and only one minor repair is needed to get the project approved by OSHPD.
 - b. NPC-2 Exit Lighting
 - c. Arc Flash Survey: Ormonde reported that proposals are being sought and will come back to the Board in December for consideration.
 - d. Miscellaneous Projects: Ormonde advised that the upcoming capital projects are the Kitchen update, Fire Alarm panel, and Fire Suppression system.
11. **Update on Redistricting Services – Josh Chism, Cooperative Strategies**
Executive Assistant Melendez updated the Board on the status of the maps and advised that Cooperative Strategies will be presenting proposed boundary map changes at a special meeting in December.
12. **Evolutions Fitness & Wellness Center**
 - a. Gym Status Update – Jayne Presnell, Executive Director: No report.

- b. Transition Update – Sandra Ormonde, District CEO: Ormonde has met with EVO Management to line up vendor contracts to be assigned and assumed. The transition goal is January 1, 2022.
 - i. Discussion and Action to Approve Proposal for Energy Audit Services – Sandra Ormonde, CEO
Ashu Jain made a presentation to the Board reviewing the proposal including a feasibility study. After the presentation and discussion, a motion was made by Xavier Avila and seconded by Mike Jamaica to authorize the CEO to negotiate and execute an agreement with Engie for energy audit services. Motion approved 3-0.

- 13. **Tower Construction Committee – Phil Smith, Committee Chair**
President Northcraft reported that the Tower Construction Committee reviewed the fee schedule and deemed it appropriate and has recommended to the Board that the architectural service fees be approved as submitted by DSC Architects.

- 14. **Hospital Tower Project**
 - a. Update on Tower Projects – Roy Magdaleno, Project Manager
Mr. Magdaleno reported on the five electrical and plumbing projects he has focused on in order to keep the permit active. Those projects included generator servicing and quarterly generator inspections, electrical work in the basement, and roof drain and overflow piping in the ED.
 - b. Discussion and Action to Approve DSC Architects Proposal for Architectural Services – Sandra Ormonde, CEO
Motion was made by Mike Jamaica and seconded by Xavier Avila to approve the proposal for architectural services as presented. Motion approved 3-0.

- 15. **Update on District Real Properties Sale/Use/Development Opportunities – Randy Dodd, Dodd Consulting**
Randy Dodd stated he has spoken with the three RFP respondents and it was found that all three are qualified. Dodd suggested that all three respondents make a presentation to the Board at a special meeting in December and the selection of the most qualified be made by the Board.

- 16. **Discussion and Action to Approve Chief Executive Officer Employment Agreement**
Legal Counsel Jason Howard presented the agreement. Howard stated that Smith’s start date is effective November 28, 2021. Motion was made by Xavier Avila and seconded by Mike Jamaica to approve the employment contract with Phil Smith as presented. Motion approved 3-0.

- 17. **Previous Board Action Regarding District 3 Vacancy**
 - a. Discussion and Action to Ratify Vote Taken by Board at the November 10, 2021, Special Meeting Regarding Reopening of Submission Period for District 3 Vacancy
Motion was made by Kevin Northcraft to ratify the vote taken at the November 10 special meeting. Due to lack of a second, motion failed.
Motion was made by Mike Jamaica and seconded by Kevin Northcraft to ratify the vote taken at the November 10 special meeting. Motion approved 2-1 with Xavier Avila voting no.

- b. If Required, Discussion and Potential Action Regarding Appointment of District 3 Director: No action required.
 - c. If Required, Discussion and Action on Further Steps Regarding District 3 Vacancy: No action required.
18. **Discussion and Action to Approve Lease Agreement with Re.Vive Tan and Spa for Property Located at 1449 E. Prosperity Avenue, Tulare, California**
Motion was made by Mike Jamaica and seconded by Xavier Avila to approve the 6 month lease agreement extension with Re.Vive Tan and Spa without the 3% modification. Motion approved 3-0.
19. **Discussion and Action to Approve Proposal to Separate AT&T Services from 922 N. Cherry Street**
Motion was made by Xavier Avila and seconded by Mike Jamaica to approve the lowest-bid proposal from Morris Levin & Son as presented. Motion approved 3-0.
20. **Chief Executive Officer Report**
- a. Property Management Update
 - i. Leases: Ormonde advised that marketing needs to be done for Microcorre.
 - ii. Property Repairs: Repairs at the construction trailer are being made by Ge.
 - b. IT Update: Still going into the Cloud.
 - c. Project Manager Recruiting Effort Update: New CEO will review applications and proceed with recruitment.
 - d. Unclaimed Property: No report at this time.
 - e. Status Update of Request for Lease Proposals No. 36C26120R0097 for Veterans Administration Facility: Ormonde reported the VA has announced the new RLP deadline of December 14, 2021.
 - f. American Rescue Plan Act Funds Requests to City and County: Ormonde reported letters to the City and County of Tulare have been submitted. The County of Tulare has already approved their plan but suggests a request to amend. Ormonde attended the City's study session yesterday. The City Manager has instructed city staff to make an analysis for the funds.
21. **Financial Report**
- a. Discussion and Action to Approve TLHCD Financial Statements – October 2021
 - b. Update on FY 2021-22 Quarter 1 Budget and Cash Flow Review
 - c. Cash Report Update – November 11, 2021
Due to lack of a quorum, the financial report was not presented.
22. **Suspend Open Session – Recess to Closed Session.**
Due to lack of a quorum, no closed session was held.
23. **Closed Session**
- a. Potential Litigation (pursuant to Ca. Govt. Code § 54956.9).
 - b. Conference with Legal Counsel – Existing litigation (pursuant to Ca. Govt. Code § 54956.9):
 - i. In re Tulare Local Healthcare District dba Tulare Regional Medical Center – United States Bankruptcy Court Eastern District of California Case No. 17-13797

- c. Instructions to designated representative related to leases of real property located in Evolutions Plaza at 1425 E. Prosperity Avenue (pursuant to Ca. Govt. Code § 54956.8)
 - d. End closed session
24. **Reconvene Open Session – Public Report of Action Taken in Closed Session (If Necessary) pursuant to Government Code 54957.1**
No closed session was held.
25. **Adjournment at 9:17 PM – Next regular meeting scheduled for 6:30 PM on Wednesday, December 15, 2021, at Evolutions Plaza, Conference Room.**