

# MINUTES OF MEETING OF KINGSBURG TRI-COUNTY HEALTH CARE DISTRICT BOARD OF DIRECTORS

Date: September 12, 2018  
Time: 4:00 p.m.  
Place: Kingsburg City Council Chambers  
1401 Draper Street  
Kingsburg, CA 93631

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## Members Present:

Arlie Rogers, Chairman  
Glenn Snyder, Vice-Chairman  
Lori Sanders, Secretary-Treasurer  
Lejf Knutson, Member  
Tiffany Dix, Member

## Also Present:

Moses Diaz, Attorney  
Shereme Watson, Administrative Clerk, Deputy Secretary

## Members Absent:

None

## **Item #1: Call to Order and Roll Call**

The meeting was called to order by Chairman Rogers at 4:00 p.m. Members Rogers, Snyder, Sanders, Knutson, and Dix are present. There is a quorum to conduct business.

## **Item #2: Public Comment**

None.

## **Items #3 and 4: Approval of Consent Calendar**

Glenn Snyder made a motion to approve all items on the Consent Calendar. Second by Lori Sanders.

Ayes: Rogers, Snyder, Sanders, Knutson, Dix

Noes: None

Absent: None

Abstain: None

## **Item #5: Presentation**

Grant Theisen, from The Landing, shared about the outreach program they offer which provides counseling/life coaching to the youth of our community. He shared statistics about teen suicide and mental health issues, and how he interacts with kids to get to the root of their anger/depression/sadness, etc., rather than turn to medication to treat the outbursts associated with such hurts. Grant works with students from elementary through high school age within the our district. He is the pastor at Immanuel High School in Reedley, and the character coach for the Kingsburg High School football team. He estimates he has counseled approximately 500 hours within the last year alone, and states the need continues to grow. Funding for more hours is greatly needed at The Landing, and he hopes the board can partner with this non-profit in the future to provide even more services to our youth.

#### **Item #6: Closed Session**

The board adjourned to closed session at 5:23, and returned at 5:40.

#### **Item #7: Report to Public on Closed-Session Items**

There was no report to the public on closed-session items.

#### **Item #8: Destruction of files on Records Destruction Spreadsheet**

Lejf Knutson made a motion to approve destruction of files as noted on the on the destruction spreadsheet. Second by Lori Sanders.

Ayes: Rogers, Snyder, Sanders, Knutson, Dix

Noes: None

Absent: None

Abstain: None

#### **Item #9: Discussion of Webmail and Network Hosting**

Shereme Watson advised the board of multiple issues with network hosting provided by JP Solutions, and how we lost several weeks of data due to a server crashing. She also expressed how difficult it has been to get responses when issues have surfaced. The board was informed that we no longer need a monthly hosting service as provided by JP Solutions, as we have our own GoDaddy domain and GSuite.

Shereme Watson has been working with Digital Mountain Media who will come in whenever necessary to help with technology issues, at a rate of \$45 per hour. Complete set-up and transition will run approximately 7-10 hours. Digital Mountain was even able to retrieve some lost documents which JP Solutions was unable to do. No RFP is needed.

Additional startup costs:

\$175 Update MX records

\$175 Migrate former database emails

\$175 Set up forwarding emails to Outlook

Lejf Knutson made a motion to discontinue our hosting with JP Solutions and switch to Digital Mountain Media. Second by Lori Sanders.

Ayes: Rogers, Snyder, Sanders, Knutson, Dix

Noes: None

Absent: None

Abstain: None

**Item #10: Discussion and Approval of Grant Agreement for Athwal Park/City of Kingsburg**

The city would like to amend verbiage in their grant agreement for conditional approval due to uncertainty in actual costs for park items the board granted funds to cover. The city is unsure of how many of the grant projects they will actually be able to complete due to possible trade wars and/or tariffs, in conjunction with possible higher base costs than what were provided to the board with the grant application. This could result in a lower number of grant projects being funded.

Lejf Knutson made a motion to approve conditional language in the Athwal Park/City of Kingsburg Grant Agreement in the case of higher and unforeseen costs associated with the individual items the district granted monies for. Second by Glenn Snyder.

Ayes: Rogers, Snyder, Sanders, Knutson, Dix

Noes: None

Absent: None

Abstain: None

**Item #11: Discussion and Approval of Grant Agreement for Kingsburg Cancer Volunteers**

Kingsburg Cancer Volunteers don't want to disclose their financials, and forwarded their concerns to their legal counsel. Moses Diaz expressed to the board that he doesn't feel it's necessary to provide alternative language for this grant application, and that financials are necessary for the board to have due to auditing purposes on our end. The item has been tabled, with Arlie Rogers notifying the organization they have until our meeting on November 14, 2018, to accept or refuse the grant monies which have been awarded to them.

**Item #12: Follow-up Discussion on Independent Contractor vs. District Employee**

Shereme Watson has been in touch with Sheila Johnson of ACHD, who is willing to speak with our board members about proceeding with this option. Item has been tabled until our November meeting.

**Item #13: Review and Discuss district By-Laws**

Discussion was held to determine if district by-laws need to be changed if we have an employee rather than an independent contractor. Per Moses Diaz, no changes need to be made since our Administrative Clerk/Deputy Secretary isn't holding a management position.

Glenn Snyder asked how the board should handle orientation. Aside from mandatory AB 1234 ethics training, Moses Diaz suggested the board create a training packet for new members.

**Item #14: Appointment of Board Member to Ad Hoc Website Committee**

Arlie Rogers stepped down from the ad hoc website committee, and Tiffany Dix expressed interested in taking his place. This is allowed since the Ad Hoc Committee Resolution does not specify members by name. This committee will terminate 60 days after the website's completion.

Lori Sanders made a motion to remove Arlie Rogers from the website committee, and appoint Tiffany Dix. Second by Lejf Knutson.

Ayes: Rogers, Snyder, Sanders, Knutson, Dix

Noes: None

Absent: None

Abstain: None

**Item #15: Reports and Other Items of Interest**

Arlie Rogers shared that the district has 30 days to get grant money checks to the city. Lori Sanders will meet in person with city departments to present funding.

**Item #16: Consultant Reports and Updates**

Moses Diaz informed the district that KCAPS grant agreement states monthly payments were stated in the contract. KCAPS has requested that reimbursement for counseling services provided in Kingsburg and Traver be provided separately. Moses Diaz also suggested the board request a report of quarterly hours for both CAPS locations for the district's audit report.

Respectfully submitted,

Lori Sanders, Secretary