



BOARD OF DIRECTORS
Anne Stokman, RN, President
Timothy Benefield, Vice-President
Becky Campo, Secretary
Luis Avila, Treasurer

PO Box 187, Patterson, CA 95363
Phone (209) 892-8781 Fax (209) 892-3755

BOARD OF DIRECTORS MEETING MINUTES
Monday, November 18, 2024 @ 6:00 PM

1. **Call to order @ 6:01PM** by President, Anne Stokman

2. **Pledge of Allegiance**

3. **Roll Call**

Directors Present: President, Anne Stokman
Vice President, Timothy Benefield
Treasurer, Luis Avila
Secretary, Becky Campo

Staff Present: CEO, Karin Freese
Ambulance Director, Paul Willette
Health Center Manager, Suzie Benitez
Human Resources Manager, Robert Trefault
Financial Accounting Manager, Maria Reyes-Palad
Board Clerk/District Executive Secretary, Jasmine Sanchez

District Legal Council: Dave Ritchie, Cole Huber, LLP

Members of the Public: Jessica Wilkinson, Patterson Irrigator
Sylvia Ramires, Zone 4
Ma Traore, Zone 3

We have a quorum.

4. **Reading of the District's Vision, Mission, and Value Statements:**

*Vision: "A locally cultivated, healthier community."
Mission: "To provide, promote, and partner in quality healthcare for all."
Values: "Compassion – Commitment – Excellence"*

5. **Public Comment Period**

- During this time, staff members formally introduced themselves to one another, and individuals from the public also took the opportunity to introduce themselves.
- No further comments were made.

6. **Declarations of Conflict** [Board members disclose any conflicts of interest with agenda items]

None

7. **Approval of Agenda:**

M/S/C: To approve the agenda as presented.
Directors Benefield/Avila

Ayes: Directors: Stokman, Benefield, Avila, Campo

Nays: None
Abstain: None
Motion: Passed

8. Consent Calendar* [*Routine committee reports, minutes, and non-controversial items*]

- A. *Approve Finance Committee Minutes – Oct 28, 2024
- B. *Accept Written Department/Committee Reports – Ambulance (including Legislation), Ambulance, Health Center, Human Resources.

M/S/C. Approve the Consent Calendar.

Directors Avila/Campo

Ayes: Directors: Stokman, Benefield, Avila, Campo

Nays: None

Abstain: None

Motion: Passed

9. Regular Calendar

- A. **Any Consent Calendar items moved to the Regular Calendar*

None

- B. FY 2023-24 Financial Audit Presentation by David Imus, Wipfli

No Action Taken, postpone until December 9th

The balance sheet overview shows that accounts receivables grew slightly, but this was balanced by a stabilization in contractual allowances and price rate increases, which is a positive development.

Third-party payer settlements decreased, but this is not a concern, as they typically fluctuate based on cost reports. Prepaid expenses increased slightly due to timing differences, and cash and cash equivalents grew by \$1.8 million, reflecting a 43% year-over-year increase driven by overall revenue and profitability.

On the income statement, patient service revenue increased by \$1.3 million, positively impacting cash collections. Contractual allowances increased, but the revenue growth more than offset this.

Fewer recruitment and other costs highlight the management team's strong ability to control expenses in the current environment, and other expenses decreased by \$261K, showcasing effective cost management. In the financial analysis, the operating margin is low due to a large loss from operations, but the trend is improving.

The total margin stands at 25%, which indicates strong financial stability. Cash on hand is 115 days, well above the 90-day benchmark, showing strong liquidity. Days in accounts receivable is 45, suggesting efficient cash flow management, and long-term debt is decreasing, reflecting effective debt management and repayment.

As for the next steps, David plans to be part of the December meeting.

- C. Triennial Review of Legal Counsel Services and Proposal

Dave Ritchie expressed several key accomplishments over the past few years, including a successful revised MOU with the steelworkers and nearing completion of a favorable settlement on a personnel matter that was previously in arbitration. They also mentioned ongoing general counsel work and frequent HR

tasks. The bond property purchase project is progressing well, with a strong relationship with the financing team. The counsel expressed appreciation for the support and collaboration of the management team, noting that this has been one of their favorite places to work. They also addressed a small increase in the contract rate, which remains below their regular public entity rate, and confirmed the contract extension for two years. Looking ahead, they expressed eagerness to work with new board members and continue achieving success.

M/S/C. Approve the Consent Calendar.

Directors Benefield/Avila

Ayes: Directors: Stokman, Benefield, Avila, Campo

Nays: None

Abstain: None

Motion: Passed – Roll Call Vote

D. CSU Sacramento Proposal for Community Health Needs Assessment

CEO and Board President are discussing the plan for the upcoming community health needs assessment, which will be conducted in 2025. They're exploring two options for the follow-up survey: one involves sending a full survey by mail in English and Spanish, and the other would be a simpler postcard with a QR code to encourage online responses. The previous survey, conducted by California State University Sacramento, involved sending mailers to approximately 9,000 households. The response rate was 5%, which was considered good for direct mail. They plan to follow up on 17 of the same questions from the previous survey to track changes in the Patterson area and compare it to the rest of the county.

The new survey will include questions focusing on behavioral health and mental wellness, based on Stanislaus County's annual plan for behavioral health. This would include a mailer with a QR code for online responses. While it's more expensive (around \$106,000), it provides more thorough data collection.

M/S/C. Approve the Consent Calendar.

Directors Avila/Benefield

Ayes: Directors: Stokman, Benefield, Avila, Campo

Nays: None

Abstain: None

Motion: Passed – Roll Call Vote

E. Proposed Salary Scale Policy

The goal is to ensure that all employees are in the mid-range of salaries. The board president has requested that we identify the salaries to be increased, including geographic adjustments, and have them ready before July 1st to include in the budget. This adjustment will result in an increase to the budget. No action is required at this time.

Adjourned to Closed Session @ 6:45 PM


10. Recess to Closed Session [Board of Directors may recess to closed session to discuss certain matters as legally permitted. Any action taken shall be reported in open session.]

- A. Health & Safety Code 321069(c)(2) District Health Care Trade Secret (i.e., necessary to initiate a new district service or program or add a district health care facility and, if prematurely disclosed, create a substantial probability of depriving the district of a substantial economic benefit).

11. **Returned to Open Session @ 7:34 PM** - Report of Closed Session – No reportable action, directions were given to staff.
12. **Continuation of Regular Calendar**
None
13. **Director Correspondence, Comments, Future Agenda Items**
None
14. **Upcoming Regular Board and Standing Committee Meeting Dates** Information Only

Finance – Wed, Nov 20 @ 6:00 PM	Board – Mon, Nov 18 @ 6:00 PM
Finance – Wed, Dec 18 CANCELLED	Board – Mon, Dec 9 @ 6:00 PM
Finance – Wed, Jan 22 @ 6:00 PM	Board – Mon, Jan 27 @ 6:00 PM
15. **Adjourned @ 7:35 PM**

Respectfully Submitted:



Becky Campo, Board Secretary
01/13/2025

Date Signed: