

**Meeting of the  
EDEN HEALTH DISTRICT  
BOARD OF DIRECTORS  
OPEN SESSION**  
November 15, 2017  
Eden Health District - Conference Room.  
5:30 p.m.

**APPROVED**

**I. CALL TO ORDER**

Chair Lewis called the meeting to order at 5:30 p.m.

**Directors Present:**

Chair Lewis  
Director Friedman  
Director Gilcrest  
Director Lynch

**Directors Absent:**

Director Lorentzen

**Staff Present:**

Michael Mahoney, Chief Executive Officer  
Barbara Adranly, District Clerk  
Michelle Robles, District Accountant

**Guests:**

Colin Coffey, Attorney-at-Law, Archer Norris  
Jonnie Banks, Public Relations Consultant  
Vera Sims, Community Health Advisory  
Committee Member  
Stephen Keating, Alameda County Fire Dept.  
Gabriel Maric, Alameda County Fire Dept.  
Tyson Tiago, Alameda County Fire Dept.  
Aisha Knowles, Public Information &  
Community Relations Officer, Alameda  
County Fire Department  
Jackie Provost, Interim Clinic Operations, Davis  
Street Family Resource Center  
No members of the public

**II. PLEDGE OF ALLEGIANCE**

Pledge of allegiance was led by Chair Lewis.

**III. APPROVAL OF THE AGENDA**

**MOTION: Motion made by Director Friedman, seconded by Director Lynch, to approve the Agenda of the November 15, 2017 Board meeting as presented. The motion carried unanimously.**

**IV. APPROVAL OF MINUTES**

**The Open Session Minutes for the regular Board meeting of October 18, 2017 were reviewed.**

**MOTION: Motion made by Director Friedman, seconded by Director Lynch, to approve the Open Session Minutes of the October 18, 2017 regular Board meeting, as presented. The motion carried unanimously.**

**V. PUBLIC COMMENT**

No public comment given.

**VI. ALAMEDA COUNTY FIRE DEPARTMENT – ALL-TERRAIN VEHICLE PRESENTATION AND TOUR:**

Stephen Keating, Alameda County Fire Department and Aisha Knowles, Public Information & Community Relations Officer, Alameda County Fire Department, reported on the Alameda County Fire Department's All-Terrain Vehicle and presented the vehicle for viewing.

The Board toured the Alameda County Fire Department's All-Terrain Vehicle in the parking lot of the Eden Medical Building.

**VII. DAVIS STREET FAMILY RESOURCES REPORT:**

Jackie Provost, Interim Clinic Operations, Davis Street Family Resources, reported on the Medical Clinic and Behavior Health programs at the Davis Street Family Resource Center for the month of October, 2017. She reported that of the patients treated in October with diabetes, 32% had HbA1C higher than 9 and 67.6% with HbA1C less than 9 and of this 67.6%, 28% were less than 7. She also reported on the nutrition program and classes which are held at Davis Street.

Discussion held regarding demographics and trends of patients. The Board asked Davis Street to include demographics, trends, and zip codes of their patients in the monthly report that is provided to the District by Davis Street.

Ms. Provost also reported on Davis Street's Behavioral Health Program. She reported on staffing levels and the types of behavioral health services that are provided at their Behavioral Health Clinic. She also reported on the Access Program Davis Street provides, in conjunction with the County of Alameda, for mental health services.

**VIII. SPONSORSHIP – FESCO 2018 SHUFFLE WALKATHON:**

Michael Mahoney, CEO, reported that FESCO has received grant funding from the District in the past.

Discussion held regarding possible sponsorship level.

**MOTION: Motion made by Director Friedman, seconded by Director Lynch, to approve sponsorship of the FESCO 2018 Shuffle Walkathon in the amount of \$1,500.00. The motion carried unanimously.**

**IX. REVISED DRAFT AUDIT REPORT – FISCAL YEAR 2017:**

Michelle Robles, District Accountant, reported that there is a revision to the draft audit report in the Board's table folders. She reported that the draft audit report was presented to the Board in October and that there is now a revision to the draft audit report for an additional expense in the amount of approximately \$150,000. She reported that this revision is needed as it has recently come to her attention that there is a GASB accounting rule which states that certain portions of expenses associated with refinancing are required to be expensed in the period in which they are incurred, instead of spread over the life of the loan. Ms. Robles reported that this adjustment to expenses was due to the bond issuance which the District did in May of this fiscal year.

**MOTION: Motion made by Director Gilcrest, seconded by Director Lynch, to approve the Revised Draft Audit Report for Fiscal Year 2017, as presented. The motion carried unanimously.**

**X. PUBLIC RELATIONS REPORT:**

Jonnie Banks, Public Relations Consultant, reported on the results of the Run to the Dam event. She reported that the event had 222 runners and cleared \$9,000 for the Castro Valley Sports Foundation. She also reported on the Castro Valley High School interns who provided blood pressure checks at the event. Ms. Banks also reported on the progress of the District's pilot internship program. She also reported on the upcoming FamFest event which will be held this Saturday, November 18, 2017 at the REACH Ashland Youth Center.

**XI. COMMUNITY HEALTH ADVISORY COMMITTEE REPORT:**

**A. Community Health Fund Grants:**

Director Lynch reported that the Community Health Advisory Committee met on November 7, 2017 to review the 2017 grant applications.

Barbara Adranly, District Clerk, reported on amounts and agencies which the Community Health Advisory Committee is recommending for grant funding this year.

Discussion held regarding agencies recommended for grant funding this year.

Michael Mahoney reported that the District may approve a certain amount of grant funding to an agency, but for grants over \$10,000 the agency only receives 50% of the funding initially, with the remaining 50% after receipt and review of the agency's six month interim grant report.

**MOTION: Motion made by Director Lynch, seconded by Director Gilcrest, to approve the following 2017 Community Health Fund Grants, not to exceed \$250,000:**

Castro VFW Post 9601	\$ 5,000.00
San Leandro Boys & Girls Club	\$10,000.00
George Mark Children's House	\$25,000.00
CALICO	\$25,000.00
La Familia Counseling Center	\$20,000.00
United Seniors of Oakland & Alameda County	\$ 5,000.00*
*(funding contingent upon agency receiving funding from other sources as well, as outlined in their grant application)	
La Clinica de La Raza	\$25,000.00
Eden I&R	\$20,000.00
East Bay Agency for Children	\$20,000.00
Restore Women's Wellness Centers	\$20,000.00
Mercy Retirement & Care Center	\$25,000.00
No. Cal. Society to Prevent Blindness	\$25,000.00
SOS Meals on Wheels	\$25,000.00

The motion carried unanimously.

**B. Person of the Year Award:**

Director Lynch reported that the Community Health Advisory Committee reviewed the four nominations received for the Person of the Year Award. She reported that

after review of the nominations, the Committee is recommending Emelyn and Daniel Vasquez be awarded the District's Person of the Year Award.

Discussion held regarding the Person of the Year nominations.

**MOTION: Motion made by Director Lynch, seconded by Director Gilcrest, to approve Emelyn and Daniel Vasquez as the District's 2017 Person of the Year. The motion carried unanimously.**

**XII. STRATEGIC PLANNING - SCHEDULING:**

Michael Mahoney, Chief Executive Officer, reported that the dates need to be set for the Board to complete its strategic planning. He reported that there is a compliance report due to LAFCo on July 1, 2018 and that this compliance report will include some important components which will take some time and discussion by the Board. He also reported he believes it is appropriate during the District's strategic planning to look at real estate investments, the community grant program, financial planning and management, Baywood Court, and Davis Street during the strategic planning.

Discussion held regarding holding strategic planning after the first of next year.

**XIII. FINANCIAL STATEMENTS – OCTOBER, 2017:**

Michelle Robles presented the financial statements for the period ending October 31, 2017.

On a cash basis, the District had a cash gain of \$42,271 for the month of October, 2017. For the medical office buildings the District owns, Dublin Gateway had a cash gain of \$46,893, San Leandro Medical Arts Building had a cash gain of \$30,030, and the Eden Medical Building had a cash gain of \$25,377. Community Services expenses were \$71,485. The District Office expenses were better than budget by \$18,064, primarily due to lower than budget legal fees, unused contingency consulting expense, and lower public relations expense.

The District had a net loss of \$170,755. The Net Assets of the District were lower on October 31, 2017 by \$524,001 compared to June 30, 2017. This was primarily the difference between the depreciation and amortization expense of \$809,696 and the positive cash flow of \$340,245 for the first four months ending October 31, 2017.

Discussion held regarding October, 2017 financial statements.

**MOTION: Motion made by Director Gilcrest, seconded by Director Lynch, to accept the Financial Statements for October, 2017, as presented. The motion carried unanimously.**

**XIV. CHIEF EXECUTIVE OFFICER MONTHLY REPORT**

Michael Mahoney reported on the San Leandro Medical Arts Building, Eden Medical Building, and Dublin Gateway property, Community Health Grants, LAFCo, and Baywood Court. He also reported that LAFCo is going through their strategic planning process which includes a section regarding special districts. Mr. Mahoney reported on meeting he had with the CEO at St. Rose Hospital. He also reported on tenant improvement issues at the San Leandro Medical Arts building regarding Drs. Rubenstein and Wu. Mr. Mahoney asked the Board for direction on issues that were brought up by Drs. Rubenstein and Wu regarding these tenant improvements.

**XV. CHAIRMAN'S REPORT:**

Chair Lewis reported that she and Director Lynch will be attending the CEI open house event in San Leandro tomorrow.

**XVI. CORRESPONDENCE**

No correspondence was reported on.

**XVII. OTHER BUSINESS**

The next meeting to be held will be Wednesday, December 20, 2017 at the Eden Health District, Conference Room.

**XVIII. ADJOURNMENT**

There being no further business, the meeting was adjourned at 7:15 p.m.

**Attest:**

---

Roxann Lewis  
Chair, Board of Directors  
Eden Health District

---

Charles Gilcrest  
Secretary, Board of Directors  
Eden Health District