

**Meeting of the  
EDEN HEALTH DISTRICT  
BOARD OF DIRECTORS  
OPEN SESSION  
September 20, 2023  
In Person & Zoom Hybrid  
5:30 p.m.**

**APPROVED**

**I. CALL TO ORDER:**

Chair Russo called the meeting to order at 5:41 p.m.

**Directors Present In Person:** Director Faria  
Vice Chair Hernandez  
Chair Russo

**Directors Absent:** Director Lewis  
Director Grant

**Staff Present:** Barbara Adranly, District Clerk  
Michelle Robles, Director of Finance  
Mark Friedman, Chief Executive Officer

**Guests:** Steven Love, Hayward Area Recreation & Park  
District Foundation  
Frank Mellon, Castro Valley Sports Foundation  
Jerrel Tucker, Principal, JWT & Associates, via  
Zoom  
No members of the public

**II. APPROVAL OF THE AGENDA:**

**MOTION: Motion made by Director Faria, seconded by Director Hernandez, to approve the Agenda of the September 20, 2023, Board meeting as presented. The motion carried unanimously.**

**III. PUBLIC COMMENT:**

No public comment.

**IV. CONSENT CALENDAR:**

**A. Minutes of July 19, 2023 Meeting:**

The Open Session Minutes for the July 19, 2023, meeting were reviewed.

Director Hernandez asked that he be listed as Vice Chair under the Directors Section of the first page of the minutes.

**MOTION: Motion made by Director Faria, seconded by Director Hernandez, to approve the Open Session Minutes of the regular meeting of July 19, 2023, as amended. The motion carried unanimously.**

**V. SPONSORSHIP REQUESTS:**

**A. Hayward Area Recreation & Park District – 37<sup>th</sup> Annual Golf Tournament:**

Steven Love, Executive Director, Hayward Area Recreation & Park District Foundation, asked if he could provide more information on their sponsorship request. He reported that the proceeds of this fundraising event will support Sulphur Creek Nature Center renovations. He also reported on the health benefits of outdoor activities as well as the educational benefits of outdoor learning for students. Mr. Love reported that they are requesting sponsorship in the amount of \$2,250.00.

Discussion held regarding the Hayward Area Recreation & Park District sponsorship request and the Sulphur Creek Nature Center.

**MOTION: Motion made by Director Faria, seconded by Director Hernandez, to approve sponsorship of the Hayward Area Recreation & Park District Foundation's 37<sup>th</sup> Annual Golf Tournament event in the amount of \$2,250.00. The motion carried unanimously.**

**B. Castro Valley Sports Foundation – Day on the Green:**

Frank Mellon, Castro Valley Sports Foundation, reported on relationship between the District and the Castro Valley Sports Foundation. He reported they are requesting a \$1,000.00 sponsorship of the event. He also reported that the fundraiser supports youth outdoor sports programs in the Eden Area. Mr. Mellon reported on the event which was held on September 16, 2023.

**MOTION: Motion made by Director Hernandez, seconded by Director Faria, to approve sponsorship of the Castro Valley Sports Foundation Day on the Green event in the amount of \$1,000.00. The motion carried unanimously.**

**VI. AUDIT REQUIREMENTS & RESPONSIBILITIES:**

Jerrel Tucker, Principal, JWT & Associates, reported that there were questions regarding the requirements regarding the management report and analysis.

Mark Friedman reported that the board asked for clarification on the Management Discussion and Analysis portion of the annual audit. He reported that in polling other districts, half of them have staff do the analysis and half have the auditor do the analysis.

Mr. Tucker reported that the Management Discussion and Analysis is required for governmental audits. He reported that management usually does the Management Discussion and Analysis portion of the audit, which their firm then reviews and, if needed, get clarification and revision from staff. He also reported that 95% of their clients do their own Management Discussion and Analysis.

Discussion held regarding the audit process and the Management Discussion and Analysis portion of the audit.

**VII. FINANCIAL STATEMENTS:**

**A. July, 2023:**

Michelle Robles reported on the financial statements for the month ending July 31, 2023.

On a cash basis, the District had a cash gain of \$224,931 for the month ending July 31, 2023. For the medical office buildings the District owns, Dublin Gateway had a cash gain of \$220,594 and the Eden Medical Building had a cash gain of \$62,568. Community Services expenses were \$9,774, and the District Office operating expenses were \$59,102.

The District had a net gain of \$81,812 for July, 2023.

**B. August, 2023:**

Michelle Robles reported on the financial statements for the month ending August 31, 2023.

On a cash basis, the District had a cash gain of \$177,189 for the month ending August 31, 2023. For the medical office buildings the District owns, Dublin Gateway had a cash gain of \$218,545 and the Eden Medical Building had a cash gain of \$63,901. Community Services expenses were \$11,172, and the District Office operating expenses were \$104,095.

The District had a net gain of \$31,565 for August, 2023.

Discussion held regarding the July and August, 2023 financial statements.

**MOTION: Motion made by Director Hernandez, seconded by Director Faria, to approve the financial statements for July, 2023 and August, 2023, as presented.**

**VIII. AD HOC GRANT POLICY COMMITTEE REPORT:**

Mark Friedman reported on the upcoming Ad Hoc Grant Policy Committee meeting next week. He reported that the District will not be utilizing the Socius Group this year. He also reported on whether the board would like to have smaller grants or just a couple of larger grants this year and that this will be discussed at the upcoming Ad Hoc Grant Policy Committee meeting.

Discussion held regarding possible upcoming grant request from Castro Valley Unified School District regarding the onsite health clinic at Castro Valley High School.

Discussion held regarding the District's grant program.

**IX. BOARD SELF-ASSESSMENT RESULTS:**

Board tabled this agenda item to the October, 2023 board meeting.

Discussion held regarding the board self-assessment results and making this more visual.

**X. CHIEF EXECUTIVE OFFICER REPORT:**

Mark Friedman reported on Tesla electric chargers at the Dublin Gateway property, which will be installed at no charge to the District. He reported on the Alameda County Board of Supervisors meeting held yesterday regarding St. Rose Hospital. He also reported on the St. Rose Hospital feasibility study and that the study should be finalized by mid-October, which will then be presented to key stakeholders. Mr. Friedman reported on conference he attended last week regarding healthcare.

Discussion held regarding Tesla electric chargers and the technology that will be used for these chargers.

Discussion held regarding the St. Rose Hospital feasibility study.

**XI. CHAIR'S REPORT:**

Chair Russo reported on the St. Rose Hospital Steering Committee and feasibility study. She acknowledged Mark Friedman for his effort in taking on this leadership role regarding St. Rose Hospital.

Chair Russo reported on the current status of the website redesign. She reported on the Ad Hoc Community Health Forum Committee meeting. She also reported that the policy regarding board education will be on the October meeting agenda.

Discussion held regarding the board education policy.

**XII. OTHER BUSINESS:**

Director Hernandez reported that he went to the Alameda Health System Foundation garden party to learn more about their BEloved Black Centering Maternity program. He also reported on Alameda Health System Foundation CT scanner at San Leandro Hospital, which the District gave a grant for partial funding, and that the District will be receiving an invitation for a site visit to see the CT scanner. Asian Health Services regarding mental health services across from San Leandro City Hall.

Director Faria reported that she was invited in September to accept a proclamation from the Hayward Area Recreation and Park District regarding the National Childhood Obesity month. She reported on information from Alameda County LAFCO regarding their Strategic Plan, and that the District was acknowledged in the collaboration portion of their Strategic Plan stating that the District is a model for other healthcare districts regarding collaboration.

The next meeting to be held will be Wednesday, October 18, 2023.

**XIII. ADJOURNMENT:**

There being no further business, the meeting was adjourned at 7:11 p.m.

**Attest:**

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Pamela Russo  
Chair, Board of Directors  
Eden Health District

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Roxann Lewis  
Secretary, Board of Directors  
Eden Health District