

**Meeting of the
EDEN HEALTH DISTRICT
BOARD OF DIRECTORS
OPEN SESSION
February 21, 2024
In Person & Zoom Hybrid
5:30 p.m.**

APPROVED

I. CALL TO ORDER:

Chair Russo called the meeting to order at 5:32 p.m.

Directors Present In Person: Director Lewis
Director Grant
Director Faria
Vice Chair Hernandez
Chair Russo

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

Guests: Two (2) member(s) of the public

II. APPROVAL OF THE AGENDA:

MOTION: Motion made by Director Lewis, seconded by Director Faria, to approve the Agenda of the February 21, 2024, Board meeting as presented. The motion carried unanimously.

III. PUBLIC COMMENT:

Michael Freed reported on UCSF taking over hospitals in San Francisco and asked if we knew anything about consolidation or takeovers of local hospitals in the District such as St. Rose Hospital.

Mark Friedman reported that this issue was reported on in this week's District's eBulletin.

IV. CONSENT CALENDAR:

A. Minutes of January 17, 2023 Special Meeting:

The Open Session Minutes for the January 17, 2023, meeting were reviewed.

MOTION: Motion made by Director Lewis, seconded by Director Faria, to approve the Open Session Minutes of the meeting of January 17, 2024, as amended. The motion carried by a vote of three (3) yes (Directors Faria, Hernandez, and Lewis) with Chair Russo abstaining.

V. SPONSORSHIP APPLICATIONS:

A. Center for Elders Independence Foundation – PACE 2024 Event:

Mona Panchal, Grants Manager, Center for Elders Independence Foundation reported on the PACE 2024 Event. She reported that they are asking the District for sponsorship in the amount of \$1,000.00. She also reported on the 2023 PACE event.

Discussion held regarding services provided by the Center for Elders Independence.

Director Grant arrived at the meeting at 5:40 p.m.

Discussion held regarding the Center for Elders Independence Foundation's PACE 2024 Event sponsorship application.

MOTION: Motion made by Director Faria, seconded by Director Hernandez, to approve sponsorship of the Center for Elders Independence Foundation's PACE 2024 Event in the amount of \$1,000.00. The motion carried unanimously.

B. Cherryland Community Association – 16th Annual Easter Eggstravaganza:

Michael Freed reported on the 16th Annual Easter Eggstravaganza event. He reported that they are asking the District for sponsorship in the amount of \$500.00. He also reported on recognition that the District would receive with the sponsorship. Mr. Freed reported on the Cherryland Community Association.

Discussion held regarding the Cherryland Community Association's 16th Annual Easter Eggstravaganza sponsorship application.

MOTION: Motion made by Director Lewis, seconded by Director Hernandez, to approve sponsorship of the Cherryland Community Association's 16th Annual Easter Eggstravaganza event in the amount of \$500.00. The motion carried unanimously.

VI. DISTRICT POLICY REVIEW:

A. Policy 102 – Conflict of Interest Code & Policy:

Barbara Adranly reported that on page 3, has been updated to reflect the FPPC annual gift amount of \$590.00.

MOTION: Motion made by Director Faria, seconded by Director Lewis, to approve District Policy 102, as presented. The motion carried unanimously.

B. Policy 106 – Records Retention & Destruction Policy:

Barbara Adranly reported on District Policy 106. She reported that this records retention and destruction policy outlines the procedures and guidelines for the District's records retention and destruction. She also reported that the records retention schedule is based on the Secretary of State's Local Government Management Guidelines.

Discussion held regarding District Policy 106.

MOTION: Motion made by Director Hernandez, seconded by Director Faria, to approve District Policy 105, as presented. The motion carried unanimously.

C. Policy 107 – Compensation of Chief Executive Officer:

Barbara Adranly reported that District Policy 107 outlines the procedures for the Employment Agreement between the District and the CEO, the annual performance goals, and the process and procedures for the CEO annual performance review.

Discussion held regarding District Policy 107.

MOTION: Motion made by Lewis, seconded by Hernandez, to approve District Policy 107, as presented. The motion carried unanimously.

VII. FINANCIAL STATEMENTS:

A. January, 2024:

Michelle Robles reported on the financial statements for the month ending January 31, 2024

On a cash basis, the District had a cash gain of \$227,688 for the month ending January 31, 2024. For the medical office buildings the District owns, Dublin Gateway had a cash gain of \$223,399 and the Eden Medical Building had a cash gain of \$66,273, Community Services expenses were \$12,186, and the District Office operating expenses were \$60,302.

The District had a net gain of \$85,688 for January, 2024.

Discussion held regarding the January, 2024 financial statements and upgrade projects that are upcoming or can be done at the buildings the District owns.

MOTION: Motion made by Director Grant, seconded by Director Lewis, to approve the financial statements for January, 2024, as presented.

VIII. CHIEF EXECUTIVE OFFICER REPORT:

Mark Friedman reported that the Strategic Planning meeting will be held on Friday, March 22, 2024. He presented and reported on draft Strategic Planning Meeting Agenda. He also reported on the status of the Tesla chargers which will be installed at the Dublin Gateway property.

Discussion held regarding the Tesla charging stations at the Dublin Gateway property and the possible loss of space in the parking lot.

IX. CHAIR'S REPORT:

Chair Russo reported on Personnel Committee and upcoming CEO evaluation. She reported on March for Meals event and asked if anyone was interested in participating. She also reported on Form 700 filing which is due April 1st. Chair Russo also reported on website redesign and board photos for the website.

X. OTHER BUSINESS:

Discussion held regarding upcoming Strategic Planning meeting.

Discussion held regarding updating the artwork in the Eden Medical Building.

Discussion held regarding possibility of changing the time of the board meetings in the future.

The next meeting to be held will be a special meeting and strategic planning meeting on Friday, March 22, 2024.

XI. ADJOURNMENT:

There being no further business, the meeting was adjourned at 6:49 p.m.

Attest:

Pamela Russo
Chair, Board of Directors
Eden Health District

Roxann Lewis
Secretary, Board of Directors
Eden Health District