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**Meeting of the Board of Directors  
Wed. September 23, 2020  
9:00 am  
Mark Twain Medical Center Classroom 5  
768 Mountain Ranch Rd,  
San Andreas, CA**

**Three Participation Options:**

- 1. Tele-Conference Meeting:  
Conference Call Information  
(605) 475-2875 Code 4864697**
- 2. In Attendance With The Following Guidelines:  
Social Distancing (6 ft)  
Face Covering is Required**
- 3. WebEx**

**Approved Minutes**

**Mark Twain Health Care District Mission Statement**

“Through community collaboration, we serve as the stewards of a community health system that ensures our residents have the dignity of access to care that provides high quality, professional and compassionate health care”.

**1. Call to order:**

The meeting was called to order by Lin Reed, President, at 9:03 am.

2. **Roll Call:**

<b>Board Member</b>	<b>Present in Person</b>	<b>Present by Phone or WebEx</b>	<b>Absent / Excused</b>	<b>Time of Arrival</b>
Ms. Reed	X			
Ms. Sellick		Phone		
Ms. Al-Rafiq		WebEx		
Ms. Toepel	X			
Ms. Hack	X			

3. **Approval of Agenda:** Public Comment - **Action**

Public Comment: Hearing None

Motion: Ms. Toepel

Second: Ms. Hack

Vote 5-0

4. **Public Comment on matters not listed on the Agenda:**

Hearing None

5. **Consent Agenda:** Public Comment - **Action**

**A. Un-Approved Minutes:**

- Un-Approved Finance Committee Meeting Minutes for August 18, 2020.
- Un-Approved Board Meeting Minutes for August 26, 2020.

**B. Correspondence:**

- Olivia Lilly (BH) Scholarship Thank you (9-17-2020)

Public Comment: Hearing None

Motion: Ms. Hack

Second: Ms. Toepel

Vote 5-0

- CPPA Election: Public Comment - Action

The item died for lack of a motion.

- District Project Matrix-Monthly Report:

Dr. Smart: Will present a Project Matrix at future meetings; currently the Robo-Doc team (Staff, Ms. Minkler, Attorney and Volunteer and newly hired Cristi Canepa, Manager) is preparing to present the service to each of the school district boards.

#### **E. Stay Vertical Calaveras:**

Mr. Shetzline: Classes are on-going on Facebook Live and CTV is working on a video.

#### **F. Valley Springs Health & Wellness Center:**

- Construction Finance:

Dr. Smart: The March and September USDA loan payments were made.

- VSHWC "Quality" Report: (MedStatix)

Dr. Smart: The Clinic is still seeing excellent ratings and continue to work on local no shows.

- Pharmacy – Room 400:

Dr. Smart: Change Order #5 is progressing nicely with the pharmacy opening slated for Nov.

- VS H&W Center – Draft Policies and Forms: Public Comment – Action

- Policies - Valley Springs Health & Wellness Center:

Punctuation & Grammar Changes – Please Submit to District Office Staff.

1. New Policy - Return to Work – Clinic Personnel
2. Revised Policy - Autoclave Spore Testing
3. Revised Policy - Autoclave Use and Maintenance

Public Comment: Hearing None

Motion: Ms. Toepel

Second: Ms. Hack

Vote 5-0

**G. Ad Hoc Real Estate:** .....Dr. Smart

- Update on Valley Springs Property - Phase II:
  - **Proposal from OHC – Assisted Living – Contract Proposals:**

Dr. Smart: Will contact OHC for an updated proposal and bring it to the Oct. meeting. Board would like MOU with developer before proceeding.

**7. Committee Reports:**

**A. Finance Committee:**

Ms. Toepel: Considering the Nov. and Dec. holidays announced the Finance Committee will adjust their Nov. and their Dec. meeting to meet once at 7:30 am on Dec. 9<sup>th</sup> to coincide with the Board consolidating their Nov & Dec. meetings.

- Audit:

Mr. Wood: Is glad to do a Special District 101 training. The Finance Committee is paying close attention to the Clinic’s unknown revenue knowing there would be losses in year one and two; the District has a good cash position

- Financial Statements (Aug. 2020): Public Comment – **Action**

Public Comment: Hearing None  
Motion: Ms. Hack  
Second: Ms. Toepel  
Vote 5-0

- **Volunteer on Finance Committee:** Public Comment – **Action:**
  - Richard (Rick) Randolph: (Resume Pkt. Pg. 56)

Ms. Toepel and Ms. Hack: Expressed the interview with Mr. Randolph was excellent and they are pleased to nominate him to the Board for consideration:

Public Comment: Hearing None  
Motion: Ms. Hack  
Second: Ms. Sellick  
Vote 5-0

**B. Ad Hoc Policy Committee:**

Ms. Sellick: Stated the District policies are current and requested a Committee member be appointed to fill the empty seat (Ms. Atkinson).

**C. Ad Hoc Personnel Committee:**

Ms. Reed: The Committee hasn't had a need to meet.

**8. Board Comment and Request for Future Agenda Items:**

A. Announcements of Interest to the Board or the Public:

B. Community Connection:

**9. Next Meeting:**

A. The next meeting will be Wednesday October 28, 2020 starting at 9 am.

**10. Adjournment: Public Comment – Action**

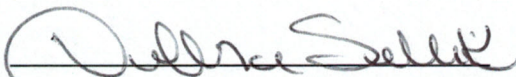
Public Comment: Hearing None

Motion: Ms. Toepel

Second: Ms. Hack

Vote 5-0

Time of Adjournment: 10:46 am



Debra Sellick, Secretary

- Effective - Mar 17, 2020.

California Gov. Gavin Newsom issued [Executive Order \(N-29-20\)](#), which, in part, supersedes Paragraph 11 of Executive Order (N-25-20) issued on Thursday. The new Executive Order excuses a legislative body, under the Ralph M. Brown Act, from providing a physical location for the public to observe and comment if certain conditions are met. A physical location does not need to be provided if the legislative body:

1. Holds a meeting via teleconferencing and allows members of the public to observe and address the meeting telephonically or otherwise electronically;"

2. Implements a procedure for receiving and “swiftly resolving” requests for reasonable modification or accommodations from individuals with disabilities, consistent with the Americans with Disabilities Act, and resolving any doubt in favor of accessibility.
3. Gives advance notice of the public meeting and posts agendas according to the timeframes and procedures already prescribed by the Brown Act (i.e. 72 hours for regular meetings and 24 hours for special meetings) and
4. Gives notice of the means by which members of the public may observe the meeting and offer public comment, in each instance where notice or agendas are posted.