

**THE HEFFERNAN MEMORIAL HEALTHCARE DISTRICT MET IN REGULAR SESSION ON THE 9th OF FEBRUARY 2022 AT 608 HEBER AVE. CALEXICO, CA. CITY OF CALEXICO ON THE DATE, HOUR AND PLACE DULY ESTABLISHED OR THE HOLDING OF SAID MEETING.**

**TO CALL ORDER:**

The meeting was called to order at 5:30p.m. by Rodolfo Valdez and led those present in the pledge of allegiance.

**ROLL CALL-DETERMINATION OF QUARUM:**

Chairperson	Norma M. Apodaca
Vice Chairperson	Rodolfo Valdez
Chief Financial	Sylvia Bernal
Secretary	Gloria Grijalva
Trustee	Raul R. Urena

**GUESTS:**

Tomas Virgen-Executive District Manager  
Brenda Ryan-Board Clerk  
Tony Pimentel-Public Relations

**PRESENT VIA CONFERENCE:**

Eduardo Rivera-Attorney

**APPROVAL OF AGENDA:**

Motion was made by Board Member Bernal second by Board Member Valdez to approve the agenda for February 9, 2022. Motion passed by the following vote wit:

AYES: Apodaca, Valdez, Grijalva, Bernal, Urena  
NOES: None

**PUBLIC COMMENT TIME:**

None

**CONSENT CALENDAR:**

- a. Approve minutes for meetings of January 12, 2022.

Motion was made by Board Member Valdez and seconded by Board Member Bernal to approve the minutes for January 12, 2022. Motion passed by the following wit:

AYES: Apodaca, Valdez, Grijalva, Bernal, Ureña  
NOES: None

- b. Approve Treasurer Report

Motion was made by Board Member Valdez and seconded by Board Member Bernal to approve the treasurer report. Motion passed by the following wit:

AYES: Apodaca, Valdez, Grijalva, Bernal, Ureña

NOES: None

### **REPORTS ON MEETING AND EVENTS ATTENDED BY DIRECTORS AND AUTHORIZATION FOR DIRECTOR ATTENDANCE AT UPCOMING MEETINGS AND EVENTS/DIRECTORS COMMENTS**

None

Board Member Valdez informed the board that we received donations up to 14 thousand dollars which covered all the expenses for the 70<sup>th</sup> anniversary that we had. She would like for Mr. Pimentel to post something in the newspaper to thank everyone who participated, helped and donated. She also reported that she spoke with Rosa today and all 70 families did receive their meals.

Board Member Grijalva reported that they went to Health Business Bureau and they donated masks and sanitizers. There were 9 boxes of N95 mask, 6 boxes of hand wipe sanitizers and several boxes of hand gel sanitizers.

Board Member Grijalva also reported regarding the water bill. Rosario had asked her to help her and she called the city and they are going to adjust the bill. There was an error on the bill. They were charging us \$800.00 for one month and it was adjusted to our regular monthly bill of \$74.00. It will be adjusted by Thursday.

### **REPORTS BY ALL HMHD COMMITTEES**

Mr. Virgen reported that the Marketing/personnel met and they went over a lot of good ideas. The idea that came up was, what if each committee defined what their purpose and goal are so we can update the strategic plan and you all vote on it and it will be updated on the strategic plan. That way we can have each committee could be working on their strategies and they could be working on their goals. That way we have more direction as we are moving forward. Those were suggestions that were given.

They revised the newsletter and the signs for the parks were also revised.

### **COMMENTS BY TONY PIMENTEL**

Mr. Pimentel presented the final draft of the signs for the parks and the newsletter. He also presented a video update of the HMHD website.

### **COMMENTS BY EXECUTIVE DISTRICT MANAGER:**

Mr. Virgen reported he had a meeting with Jesus Escobar and the City Manager of Calexico and as you are aware the grants we have with Dr.Vo and Rosa's Plane Food are going to expire the end of June 2022. The reason why he met with them is because when we first approved those grants we had an understanding that we would approve them because of the COVID crisis and we asked LAFCO for approval to extend them. It is not our business to provide meals but to address nutrient but we had a

lengthy discussion the last two years and he brought this back to them and explained to them that is time for the city and the county to step up because it is their responsibility not the districts. Mr. Escobar was very helpful and he said he would talk to the committees and address it.

**COMMENTS BY GENERAL COUNSEL:**

None

**DISCUSSION/ACTION ITEMS:**

- a. Discussion and/or Action: Update on 400 Mary Avenue.

Mr. Virgen reported there have been people working on the 400 Mary site. By the next meeting you should have the final plans, cost estimates and etc.

- b. Discussion and/or Action: Setting of date and time for presentation on the annual update on the Brown Act, Board member responsibility and governance.

Mr. Virgen reported that for the last few years we have been getting together sometime in March or April to go over budget, RFP for grants, to do some board education and staff education, we go over strategic plan and make some changes. LAFCO did reach out to Mr. Virgen that when we do the update to get them a draft. They want to know the direction we are going. Mr. Virgen is requesting a date from the board so we can set up that workshop to talk about the strategic plan, do a quick update on legal changes, recent stuff, brown act, talk about rolls and responsibilities and anything the pertains to us in legal issues. Also is something you would like to do on a regular meeting night. It's been an issue on Fridays because it is a Friday and on Saturdays it was an issue before because it is family time. We can coordinate to have it on a regular meeting night on Wednesday.

Mr. Virgen recommends he meets with the planning committee and get the updates and changes and everything we believe we can put on there and that way the meeting could go faster. Then we can do the education and brown act and both things should not take more than two hours. If we come in at 5:30 he will have us out by 7:30. The planning committee will meet first.

- c. Discussion and/or Action: Consideration of employment of full-time office employee with multiple duties, responsibilities, and job description considerations.

Mr. Virgen informed the board that for the last year and a half we have been discussing having a full-time person in the office especially after we do the urgent care. It does not have to happen next month but he thinks that once we have an urgent care he believes there is going to be a lot of people calling when there are issues. It would be nice to have a full-time person. The thing is right now we have a lot of independent contractor agreements. Now and independent contractor agreement if he is correct says they are going to have general liability insurance. We got to have employees or we don't have no employees and if we are going to put independent contractors then we have to go by the contract says. He thinks that if we are looking for an employee it should be an employee that is here as an employee and we take away tax and all the withholding we have to do because it's the right thing to do. So if they look, talk and walk like an employee then the cleanest thing to do is treat them that way and pay them that way and have that agreement. He thinks that we need to define exactly what it is we need to serve the districts needs and the district comes first and whatever else we want to do with everybody else we can discuss that but there is a difference between making a business decision and an emotional decision and

this is a business decision and we do need a person here preferably 9-5. For a meeting here we can ask them come later or earlier. Now planning is an issue and he wanted to give this to the board now because we are going to be working on the budget next month and he does not like make changes on the budget. Either you stick to your budget or you have reached your budget. But, it's important to have this conversation to give the board time to think about it.

Board Member Apodaca asked what would happen with the Brenda and Rosario, would that mean they would no longer be working with us. Mr. Virgen replied with that is a possibility. Where he is getting at is that he needs to define where the needs are for staffing and what those options are going to be. Are there going to be employees or independent contractors, if they are going to be employees we take away taxes like an employee or if they are going to be independent contractors they would have to comply with what the contract says and if not then it is a breach of contract and we should do something about it not just say this is the way we have always done it or we are emotional and we care this person. We have to be fair. At the end he wants to make sure that the district gets the district business done right. We had talked about all this before and he still wants to do it but timing is an issue. We may not have an office in six months. If this building keeps shifting we may not be able to meet here and that building is going to be for something else. We need to start thinking of a plan B of where we can meet.

Direction was given to Mr. Virgen to put together a job description for the full-time employee and to meet with the marketing/personal committee to discuss.

- d. Discussion and/or Action: Heffernan Memorial annual strategic plan review, updates, and modifications.

Mr. Virgen already started looking at our strategic plan and what he is going to do is ask the planning committee to meet so he can present those to you because there is an update. He is also asking all the committees to please try and meet in the next couple of weeks so we can come up with goals and dashboards with things we are working on because they will have to go on the update as well.

### **ITEMS FOR FUTURE AGENDA:**

Updates on 400 Mary

Strategic Plan

Reports from all committees

Report on full-time Employee

### **ADJOURNMENT:**

With no future business to discuss Board Member Bernal made motion to adjourn the meeting at 6:41p.m. Second by Board Member Valdez. All in favor.