

**Community Healthcare Council (CHC)  
Governing Board Regular Meeting Minutes**

**Date:** December 19, 2018 **Time:** 12:00pm-2:00pm **Location:** Multi-Purpose Room, 2101 Courage Drive, Fairfield, CA 94533

**Board Members:**

Mike Brown – Present  
 Ruth Forney – Present  
 Anthony Lofton – Present  
 Tracee Stacy – Present  
 Gail Thomson – Present  
 Sandra Whaley – Present  
 Charlotte Webb – Present  
 Brandon Wirth – Present  
 Eva Yra-Bernardes – Present

**Staff:**

Janine Harris  
 Cheryl Esters  
 Ciara Gonsalves  
 Daniel Yolangco  
 Andrew Obando  
 Noelle Soto  
 Stepan Astvatsaturyan  
 Shelli Cannon-Dekreek  
 Bela Matyas  
 Santos Vera  
 Michael Stacey, Medical Services Deputy Director

<b>Topic / Subject</b>	<b>Discussion</b>	<b>Recommendation / Action</b>	<b>Responsible</b>	<b>Due Date</b>
Introductions:	Round table introductions.  Quorum present.			
Approval of Agenda	Tracee Wirth motioned to approve the agenda. Ruth Forney seconded the motion. Upon vote being taken, vote was: Aye: 9 Nay: 0.			
Approval of November 2018 Minutes	Mike Brown motioned to approve the November 2018 minutes. Gail Thompson seconded the motion. Upon vote being taken, vote was: Aye: 9 Nay: 0.			

Topic / Subject	Discussion	Recommendation / Action	Responsible	Due Date
Items from the Public	None.			
<p data-bbox="107 316 331 347">Closed Session</p> <p data-bbox="107 391 428 456">January 2019 Meeting Plans</p> <p data-bbox="107 976 386 1040">Bylaws Review and Development</p>	<p data-bbox="520 391 1192 456">Review CHC bylaws and approve any changes to the bylaws at January 2019 meeting.</p> <p data-bbox="520 500 1157 602">Present to the board the leadership team for operations of health centers and consider for approval. Board request current org chart.</p> <p data-bbox="520 646 1199 748">Mobile services halted until March 2019 to determine new locations where services can be better utilized.</p> <p data-bbox="520 862 1188 927">Boards input on all of health centers policy and procedures.</p> <p data-bbox="520 976 1167 1154">Went through bylaws page by page to make necessary edits and changes. Made changes and edits completely through Article III. Will resume bylaws review and development at January 2019 meeting starting on Article IV.</p>	<p data-bbox="1241 500 1598 570">Present final org chart at future meeting</p> <p data-bbox="1241 646 1629 781">Hear suggestions on what to do with mobile services and clients who use mobile services at future meeting.</p> <p data-bbox="1241 976 1598 1073">Draft final to reflect approved changes made to bylaws.</p>	<p data-bbox="1654 500 1730 531">Staff</p> <p data-bbox="1654 646 1751 677">Board</p> <p data-bbox="1654 976 1730 1006">Staff</p>	
Board Member Comments	<p data-bbox="520 1235 1192 1300">Discuss and create vision/mission statement at January or February 2019 meeting.</p> <p data-bbox="520 1344 1178 1446">Table mobile service and org chart discussion until Bylaws Review and Development is complete.</p>		Staff	

Topic / Subject	Discussion	Recommendation / Action	Responsible	Due Date
Board Member Comments (cont.)	<p>Providers have provided a list of health center clients who can potentially serve on the board.</p> <p>Discuss how to keep on task and respect the time line of agendas at future meetings.</p>	<p>Call clients on the list to give information regarding CHC board.</p> <p>Template to be provided at future meeting to help keep discussions within the time limit allotted</p>	Staff	
Adjourn	<p>Tracee Stacey motioned to adjourn the meeting. Mike Brown seconded the motion. Upon vote being taken, vote was: Aye: 9 Nay: 0.</p> <p style="text-align: center;">January 16, 2019 12:00 – 2:00pm Multi-Purpose Room 2101 Courage Drive Fairfield, CA 94533</p>			

**Handouts:**

November 2018 Meeting Minutes  
CHC Bylaws

Board Attendance