

## Meeting Minutes

ATTENDANCE ROSTER		
MEMBERS	MEETING DATE	
	6/12/2023	TBD
Terry Corrales, RN, Chairperson	P	
Linda Greer, RN	P	
Laurie Edwards-Tate, MS	V	
Diane L. Hansen	E	
Hugh King	P	
<b>Staff Attendee</b>		
Tanya Howell Board Assistant/Corporate Secretary	P	
<b>Guest Presenters<sup>1</sup></b>		

V = Virtual P = Present E = Excused

<sup>1</sup> See text of minutes for names of invited guests/presenters

**BOARD OF DIRECTORS – MEETING MINUTES – MONDAY, JUNE 12, 2023**

**AGENDA ITEM**

• DISCUSSION	CONCLUSIONS/ACTIONS	FOLLOW-UP/ RESP PARTY
<b>I. CALL TO ORDER</b>		
<ul style="list-style-type: none"> <li>Chairperson Terry Corrales called the meeting to order at 1:03 p.m.</li> <li>Quorum comprised of Directors Corrales, Greer, Edwards-Tate and King</li> <li><b>Notice of Meeting and Full Agenda Packet</b> were posted at Palomar Health’s (PH) Administrative Offices on Wednesday, June 7, 2023, and on the Palomar Health Development, Inc. (PHD) home page on the PH website the following day, which is consistent with legal requirements. Notice of that posting was also made via email to the PHD Board and staff members.</li> </ul>		
<b>II. PUBLIC COMMENTS</b>		
<ul style="list-style-type: none"> <li>There were no public comments</li> </ul>		
<b>III. INFORMATION ITEM</b>		
<b>A. Administrative Oversight for Palomar Health Development</b>	<i>Information only</i>	
<ul style="list-style-type: none"> <li>Hugh King, CFO, reported that Management had found that the stipend currently being paid to Palomar Health (\$3,500/month) was adequate for the services being rendered; therefore, the evergreen agreement would be allowed to roll over for another year with no action required by the Board</li> </ul>		
<b>IV. OLD BUSINESS</b>		
<ul style="list-style-type: none"> <li>There was no old business on which to report</li> </ul>		
<b>V. MINUTES</b>		
<b>A. Monday, June 6, 2022</b>	<b>NO ACTION</b>	
<b>B. Monday, December 12, 2022</b>	<b>NO ACTION</b>	
<ul style="list-style-type: none"> <li>Board Assistant Tanya Howell reported that the two sets of minutes were still in process, but she hoped that they would be available for presentation in an emailed consent agenda format prior to the next meeting</li> </ul>		
<b>VI. PRESENTATIONS</b>		
<b>A. Update on Grants &amp; Contract Inventory</b>	<i>Information only</i>	<ul style="list-style-type: none"> <li>Ms. Shores will report to the Board at the December meeting the outcome of negotiations related to the loss of the subcontract with New Alternatives</li> <li>Director Greer – PH Board meeting recognition of In-N-Out Foundation</li> </ul>

**BOARD OF DIRECTORS – MEETING MINUTES – MONDAY, JUNE 12, 2023**

**AGENDA ITEM**

**• DISCUSSION**

**CONCLUSIONS/ACTIONS**

**FOLLOW-UP/  
RESP PARTY**

- Utilizing the presentation included as Addendum A, Aimee Ebner, Financial Services Manager, presented the update
- CURRENT GRANTS (PAGES23-24)
  - For each current grant, Ms. Ebner named the purpose of the grant, the amount awarded, the funds remaining in FY23, the term of the grant and updates on amounts invoiced, overhead amounts received, and budgeted overhead amounts, all as listed in the presentation materials in the packet (*other comments listed below*)
  - The first 3 programs were funded by the First 5 Commission of San Diego
    - Healthy Development Services (HDS) had been awarded just over \$1.9M this year, which included a rollover of about \$65K from last fiscal year, as well as an additional award of \$325K received earlier in the year
      - 1) YTD just over \$1.2M had been invoiced, about \$140K in overhead had been received, and there were \$658K in remaining funds
        - a) The funds remaining will be allowed to roll over
    - First Steps had been awarded \$888K, which included a \$33K rollover from last year, as well as an additional \$10K in bridge funding earlier this year
      - a) YTD just over \$689K had been invoiced, about \$73K in overhead had been received, and there were \$199K in remaining funds
      - b) There would be about \$35K allowed to roll over
    - CalWORKs was similar to the First Steps program, but it was only for families that qualified for that program
      - 1) The program had been awarded just over \$615K
      - 2) YTD just over \$417K had been invoiced, about \$51K in overhead had been received, and there were around \$200K remaining for the fiscal year
  - The next 3 programs were all Forensic Health Services grants
    - Green Oaks Ranch was an intake center for abused, neglected children for which PHD had been awarded a subcontract thru New Alternatives
      - 1) The program had been awarded \$157K annually
      - 2) YTD just over \$126K had been invoiced, and there were \$30K in remaining funds; however, notice had been given that the agreement would term on June 30, 2023
      - 3) Michelle Shores, Director of Forensic Health Services (FHS), explained that the funding source for the grant had been the County, and they had originally placed the service for bid, New Alternatives had been granted the award, and they had subcontracted with Palomar Health’s FHS department through the grant to PHD for the provision of the medical services

**AGENDA ITEM**

• DISCUSSION	CONCLUSIONS/ACTIONS	FOLLOW-UP/ RESP PARTY
<ul style="list-style-type: none"> <li>a) It was her understanding that the County would be allowing the New Alternatives grant to terminate and would be seeking alternative sources for the medical services, which she was actively discussing with the County as a potential contract directly with Palomar Health, instead of another grant</li> <li>b) Director Greer asked if the matter had anything to do with the forensic center at One Safe Place, and Virginia Barragan, VP of Continuum of Care, commented that the County agencies responsible for the two programs had realized there might be more synergy in them both utilizing the services of Palomar Health’s FHS team, but there weren’t any final details available</li> </ul> <ul style="list-style-type: none"> <li>– The Victim Services Fund was awarded about \$2.2M through December 2023                             <ul style="list-style-type: none"> <li>1) YTD \$221K had been invoiced, and there were \$279K in remaining funds</li> <li>2) Ms. Shores added that she had been working with the County on renegotiating this contract with a new price-point for the new fiscal year; however, once there were appropriations, this would also no longer be a grant, but would be funded through contract straight to the department, not through PHD</li> </ul> </li> <li>– The In-N-Out Burger Child Abuse Prevention Project was originally awarded \$73K, and an additional award of \$7K had been received in November                             <ul style="list-style-type: none"> <li>1) The application for the 2024 grant had been submitted on June 1<sup>st</sup>, and Ms. Ebner anticipated the award notification by the end of the year</li> <li>2) Director Greer requested a reminder for the PH Board to recognize the In-N-Out Foundation at a future meeting for their longstanding support of the programs that ran through PHD</li> </ul> </li> <li>o Director Greer also thanked the leaders of the First 5 programs for the invitation to the 10-year celebration</li> </ul> <ul style="list-style-type: none"> <li>• EXPIRED GRANTS (PAGE 25)                             <ul style="list-style-type: none"> <li>o The Bioterrorism grant expired in 2019, but there was just over \$40K remaining in the fund</li> <li>o The Marjorie Mosher Schmidt grant had also terminated, but there were \$829 remaining in the fund, which would be utilized for nursing education</li> <li>o The CalOES XC Victim Services grant was for a pilot program for the expansion of trauma therapy services, and just over \$93K of the \$100K grant award had been received before it terminated</li> <li>o The CalLEARN Program was similar to the First Steps program, except it was specific to a teen population, and it was terminated by the County in December                                     <ul style="list-style-type: none"> <li>– Of the \$112K grant award, \$55K had been invoiced in FY, and \$6.5K in overhead had been received   <ul style="list-style-type: none"> <li>1) Ms. Barragan stated that the County had split the program out of First Steps, had discovered that it was much harder to run as a tiny piece of a program, so that had just reintegrated it back into the First Steps program, which mean the services were still available</li> </ul> </li> </ul> </li> </ul> </li> </ul>		

**BOARD OF DIRECTORS – MEETING MINUTES – MONDAY, JUNE 12, 2023**

**AGENDA ITEM**

**• DISCUSSION**

**CONCLUSIONS/ACTIONS**

**FOLLOW-UP/  
RESP PARTY**

- In response to an inquiry about the CalOES XC grant, Ms. Shores stated that it was initially funded by the State and went to the County, and the County convened a board to determine what to do with those funds
  - It was the first grant that helped with victim services, and the 2<sup>nd</sup> pot of money was to help with the victim navigation emergency expenses as a county-wide program
    - 1) PH operated the grant, and the funding termed for that service, so rather than PH overseeing the emergency expense funding for the whole county, the County opted to go to a shelter nonprofit agency, and PH still had access to those services
  - In response to an inquiry from Chairperson Corrales, Ms. Shores indicated that the services could not be provided at One Safe Place, as the XC grant was a full county usage for different services

• Chairperson Corrales commented that she was amazed at how involved the program staff were in our community, and their efforts were much appreciated

**B. First 5 Commission Funded Programs**

**i. First Steps**

*Information only*

- Utilizing the presentation included as Addendum B, Ms. Barragan, on behalf of Shirin Strauss, Manager of the First Steps Program – funded by The First 5 Commission, presented the update
- OVERVIEW (PAGE27)
  - First Steps was a wonderful program funded through the First 5 tobacco initiative, which provided the opportunity to partner a childhood educator from prenatal to 3 years
  - Annual funding was about \$1.4M, which covered 17 FTEs, and during the most recent calendar year, the program had served 185 families and made almost 2K home visits
- CELEBRATING 10 YEARS (PAGE 28)
  - As the program was celebrating its 10<sup>th</sup> anniversary, the stats provided looked back at the past 10 years
  - There had been over 20K parent and child assessments performed
  - 640 families had been enrolled, most of whom had stayed in the program for almost 3.5
  - There had also been over 20K home visits
  - There had been over 34K referrals to assist the families to obtain everything from healthcare, food, and childcare, and many had been provided housing support through their communities
    - Ms. Barragan was very proud that all of the families had established a medical home and were no longer utilizing the ER as their sole source of medical care
    - She was also proud to have been able to provide the opportunities for parent/child bonding for breastfeeding, vaccinations, etc.

**AGENDA ITEM**

• <b>DISCUSSION</b>	<b>CONCLUSIONS/ACTIONS</b>	<b>FOLLOW-UP/ RESP PARTY</b>
<ul style="list-style-type: none"> <li>• <b>FAMILIES SUPPORTED (PAGE 29)</b> <ul style="list-style-type: none"> <li>○ Families supported included low-income, immigrant/refugee, and military families, as well as pregnant or parenting teens and families who were recipients of CalWORKs</li> </ul> </li> <li>• <b>SERVICES PROVIDED (PAGE 30)</b> <ul style="list-style-type: none"> <li>○ Mental health services were a big focus, especially during the COVID years</li> <li>○ Lactation support over the years had ensured that the number breastfeeding moms in the program was higher than statistical norms</li> <li>○ Events—including an annual Christmas event—were sponsored to provide socialization opportunities for the families who might not otherwise have a chance to go out and participate in such an activity due to the cost</li> </ul> </li> <li>• In response to an inquiry by Director Greer, Ms. Barragan stated that the community partners with whom the program worked were Neighborhood Healthcare, Vista Community Clinic and TrueCare</li> <li>• Ms. Barragan added that the program was blessed to have Dr. Byron Chow, a local pediatrician, to serve not only as the medical director for the First Steps program, but also for the HDS program                     <ul style="list-style-type: none"> <li>○ Dr. Chow had fabulous input and helped to ensure that the First Steps program was taking care of the right families, with any high-risk cases referred to partners in public health nursing</li> </ul> </li> </ul>		
<p><b>ii. Healthy Development Services (HDS)</b></p>	<p><i>Information only</i></p>	
<ul style="list-style-type: none"> <li>• Utilizing the presentation included as Addendum C, Cindy Linder, North Inland Regional Coordinator for Healthy Development Services, presented the update, commenting that the program was going into its 18<sup>th</sup> year</li> <li>• <b>OVERVIEW (PAGE 34)</b> <ul style="list-style-type: none"> <li>○ The team was notified last fall that there would be an increase in funding of \$325K per year, and the funding had been back-dated to July 1<sup>st</sup> <ul style="list-style-type: none"> <li>– That brought the annual funding to over \$1.8M per year, which covered 17.5 FTEs</li> <li>– The funds allowed the addition of 3 positions onto the team, and provided an opportunity to move into a slightly larger main location                             <ol style="list-style-type: none"> <li>1) As a side note, Ms. Linder stated that soon as those 3 positions had been posted, 5 members of the internal staff at HDS had been promoted within, which left them with 2 open positions, 1 of which had now been filled</li> <li>2) Any funds that couldn't be spent during the year would be allowed by First 5 to rollover to the next</li> </ol> </li> </ul> </li> <li>○ There were 962 children served and 7,291 treatment sessions in the past year, and the program was on target to have a 10% increase in the target numbers, back up to the pre-COVID levels of 1,100 to 1,200 families each year</li> </ul> </li> <li>• <b>SERVICES (PAGE 35)</b> <ul style="list-style-type: none"> <li>○ Services were provided to children from birth to age 5, and there was no cost to the families for the services</li> </ul> </li> </ul>		

**BOARD OF DIRECTORS – MEETING MINUTES – MONDAY, JUNE 12, 2023**

**AGENDA ITEM**

• <b>DISCUSSION</b>	<b>CONCLUSIONS/ACTIONS</b>	<b>FOLLOW-UP/ RESP PARTY</b>
<ul style="list-style-type: none"> <li>– Targeted children with mild to moderate developmental needs, reviewing each child individually with the community partners to discuss and determine where that child would receive the best services for their needs, with the HDS program available as a gap service</li> <li>– Examples:                             <ol style="list-style-type: none"> <li>1) There might be a child who needed speech therapy, but the disability wasn't bad enough for them to qualify through health insurance to cover</li> <li>2) A child exhibiting outrageous behaviors, but there was no deficit in terms of academics, so the school district's options wouldn't be available</li> </ol> </li> <li>o They were over the COVID hump and were seeing the large majority of the children (75% to 80%) in person vs. virtually, chosen based on what was best for the child and the family                             <ul style="list-style-type: none"> <li>– The hybrid model provided parents a bit more freedom, allowing some of the parents who otherwise couldn't have participated the opportunity to do so virtually, or mothers with multiple children that same opportunity so they wouldn't have to gather them all to make it to an in-person session</li> </ul> </li> <li>• <b>OUTCOMES – AREAS OF NEED (PAGE 36)</b> <ul style="list-style-type: none"> <li>o Many of the children that were currently being seen as kindergarteners were 1-3 years old during the pandemic, an age where children learn through play and from their peers, which they had been denied                                     <ul style="list-style-type: none"> <li>– That resulted in a higher number of children with deficits in the areas of communication, fine motor skills and problem solving (e.g., if a child dropped a pencil, they didn't know how to retrieve it)</li> </ul> </li> <li>o The number of children with moderate delays had increased, and the team worked with those children very closely for 6 to 8 weeks, then the children could remain in the program if significant improvements were in evidence; however, if there wasn't a significant improvement, they would be placed in a higher level of care</li> </ul> </li> <li>• <b>HERE'S WHAT'S NEXT (PAGE 37)</b> <ul style="list-style-type: none"> <li>o Outreach to PCPs and community clinics had been increased</li> <li>o As parental mental health played a huge role in the development of young children, the team was obtaining mental health screening on parents/caregivers</li> <li>o They were also working with their community partners to ensure the families were placed in a medical home</li> <li>o When the NICU was reopened, the team began working with Dr. Golembeski's team to identify the 32-week, later preterm babies who didn't qualify for other services, as those babies were at high risk for developmental delay due                                     <ul style="list-style-type: none"> <li>– The HDS physical therapist visited the NICU weekly, and those mothers were enrolling in HDS services when the babies were as young as 2 month's old</li> </ul> </li> </ul> </li> </ul>		

**BOARD OF DIRECTORS – MEETING MINUTES – MONDAY, JUNE 12, 2023**

**AGENDA ITEM**

• DISCUSSION	CONCLUSIONS/ACTIONS	FOLLOW-UP/ RESP PARTY
<ul style="list-style-type: none"> <li>• In response to an inquiry by Director Edwards-Tate regarding whether the population of children served were predominantly male or female having problems with delays, Ms. Linder stated that 70% of children seen were male, which was in line with the national averages                             <ul style="list-style-type: none"> <li>○ She further noted that 30% of the children came to them from preschools, because they had been having behavioral issues in school</li> <li>○ Director Edwards-Tate thanked her, noting that she understood that the highest level of autism going forward was expected to be male, and she had wondered if there might be a correlation</li> </ul> </li> <li>• Chairperson Corrales commented that she had been unaware that there was a program that involved the NICU, and Ms. Barragan stated that before the NICU was relocated, there had always been a specialized Occupational Therapist in the unit, and a member of the HDS team would partner with them to review the babies’ needs                             <ul style="list-style-type: none"> <li>○ When the NICU was moved and made smaller, the babies with those special needs were sent to Rady facilities down south, and Ms. Linder had pointed out that one of the positive efforts of having taken the services back under the Palomar license was that those babies had been kept in their home area for the same support that had been provided in the past</li> </ul> </li> </ul>		

**VII. NEW BUSINESS**

<p><b>A. Resolution No. 06.12.23(01)-1 – Acknowledging the Selection of the New Board, Ratifying the Appointment of the Chairperson and Confirming the Election of the Vice-Chairperson for Calendar Year 2023</b></p>	<p><b>MOTION:</b> By Chair Corrales, seconded by Director King and carried to approve Resolution No. 06.12.23(01)-1 – Acknowledging the Selection of the New Board, Ratifying the Appointment of the Chairperson and Confirming the Election of the Vice-Chairperson for Calendar Year 2023, as amended to reflect the nominations listed below.</p> <p>Carried by the following vote, taken by roll call: Director Greer – aye; Director Edwards-Tate – aye; Director King – aye; Chairperson Corrales – aye; Absent: Director Hansen</p>	
<ul style="list-style-type: none"> <li>• Chairperson Corrales nominated Director Edwards-Tate as Vice-Chairperson</li> <li>• Chairperson Corrales nominated Director King as Treasurer</li> <li>• Director Greer nominated herself to remain as Secretary</li> </ul>		
<p><b>B. Resolution No. 06.12.23(02)-2 – Confirming Appointment of Corporate Officers for Calendar Year 2023</b></p>	<p><b>MOTION:</b> By Director Greer, seconded by Director Edwards-Tate and carried to have the same slate of officers as last year and to approve Resolution No. 06.12.23(02)-2 – Confirming Appointment of Corporate Officers for Calendar Year 2023.</p> <p>Carried by the following vote, taken by roll call: Director Greer – aye; Director Edwards-Tate – aye; Director King – aye; Chairperson Corrales – aye; Absent: Director Hansen</p>	



**BOARD OF DIRECTORS – MEETING MINUTES – MONDAY, JUNE 12, 2023**

**AGENDA ITEM**

• <b>DISCUSSION</b>	<b>CONCLUSIONS/ACTIONS</b>	<b>FOLLOW-UP/ RESP PARTY</b>
<ul style="list-style-type: none"> <li>The current slate of officers from the last year were:                             <ul style="list-style-type: none"> <li>Diane Hansen, President; Hubert U. King, Chief Financial Officer; and, Tanya Howell, Secretary</li> </ul> </li> </ul>		
<p><b>C. Amendment 4 to the Administrative Services Agreement with Mary Spencer, MD, for Administrative Oversight of the New Alternatives Contract 1.1.2020 – 1.1.2023</b></p>	<p><b>MOTION:</b> By Director Greer, seconded by Director King and carried to approve Amendment 4 to the Administrative Services Agreement with Mary Spencer, MD, for Administrative Oversight of the New Alternatives Contract 1.1.2020 – 1.1.2023.</p> <p>Carried by the following vote, taken by roll call: Director Greer – aye; Director Edwards-Tate – aye; Director King – aye; Chairperson Corrales – aye; Absent: Director Hansen</p>	
<ul style="list-style-type: none"> <li>Ms. Barragan stated that this extension of Dr. Mary Spencer’s Medical Directorship, in which she had been providing administrative oversight for the New Alternatives contract                             <ul style="list-style-type: none"> <li>As that program was undergoing a transition and would no longer be under the auspices of PHD/HDS, the extension through the end of December would allow a period of transition to assist in the development of the program being developed with the County</li> </ul> </li> </ul>		
<p><b>D. April 2023 &amp; YTD FY2023 Financial Report</b></p>	<p><b>MOTION WAS OVERLOOKED</b></p>	<ul style="list-style-type: none"> <li>It was requested that both fiscal audits from the First 5 Commission be forwarded to the PHD Board</li> </ul>
<ul style="list-style-type: none"> <li>Utilizing the presentation included as Addendum D, Ms. Ebner presented the financial report through April 2023</li> <li><b>BALANCE SHEET AT APRIL 30, 2023 (PAGE 41)</b> <ul style="list-style-type: none"> <li>Assets showed Cash at just over \$2M</li> <li>Liabilities were in the same amount, with the bulk being the line of credit with PH with a balance of about \$1.7M</li> </ul> </li> <li><b>INCOME STATEMENT AT APRIL 30, 2023 (PAGE 42)</b> <ul style="list-style-type: none"> <li>Revenue from grants had been budgeted at \$275K through April, but they fell short of budget by about \$4K due to decreased salary expenses, in part due to the termination of the CalLEARN program, from which 15% of those salaries and benefits had been budgeted as revenue</li> </ul> </li> </ul>		

<b>AGENDA ITEM</b>		
<b>DISCUSSION</b>	<b>CONCLUSIONS/ACTIONS</b>	<b>FOLLOW-UP/ RESP PARTY</b>
<ul style="list-style-type: none"> <li>o Revenue Other was the dividend income from the money market account, which had been budgeted based on last year’s performance and had a \$9.6K favorable variance</li> <li>o Total Revenue through April had a positive variance vs. budget of \$5.3K</li> <li>o Total Expenses through April were \$117K, with higher accounting and consulting fees causing a \$3.5K negative variance to budget, having been budgeted based on prior year                             <ul style="list-style-type: none"> <li>– The consulting fees were for the Management Services Agreement with PH, which had been increased mid-cycle</li> </ul> </li> <li>• FINANCIAL TREND FY2019-FY2023 (PAGE 43)                             <ul style="list-style-type: none"> <li>o Trend over the past 5 years, with light blue representing expenses</li> <li>o The orange was from when research studies went through the now-defunct Research Institute</li> </ul> </li> <li>• INDIRECT REVENUE SOURCES APRIL 2023 YTD (PAGE 44)                             <ul style="list-style-type: none"> <li>o Half of the indirect came from HDS, with the remainder shown as slivers of the pie</li> </ul> </li> <li>• Director Greer commented that the team was doing a lot with a little, and Ms. Barragan added that it was positive that they had been able to build into the grants the ability to add in the overhead to cover the small contingent of specialized folks helping from the PH side</li> <li>• Following the financial presentation, there was some discussion related to when the auditors would begin their work, and Mrs. Howell indicated that she would be reaching out to the members of the Audit Committee when that timing was confirmed</li> <li>• Ms. Linder then commented that she had failed to mention the fiscal review conducted by First 5, which was a very detailed audit of the records of the program, with the result having been no instances of noncompliance, and confirmation that the records presented were all well maintained and substantiated, and Ms. Linder gave all the credit to Ms. Ebner</li> <li>• Ms. Barragan stated that a similar audit had also been done with the First Steps program, with the same results                             <ul style="list-style-type: none"> <li>o In response to an inquiry about those audits having to go before the PHD Audit Committee, Mr. King explained that First 5 as the grantor oversaw their own funding and did a separate audit to confirm that PHD was spending the money according to the rules of the grants</li> <li>o Ms. Barragan added that the overall financial operations of PHD were audited separately by its independent auditors, and that audit would be reviewed before and after with the PHD Audit Committee</li> </ul> </li> </ul>		
<p><b>E. Resolution No. 06.12.23(03)-3 – Setting the Date, Time &amp; Location for the Remaining Board Meeting for Calendar Year 2023</b></p>	<p><b>MOTION:</b> By Director King, seconded by Director Greer and carried to approve Resolution No. 06.12.23(03)-3– Setting the Date, Time &amp; Location for the Remaining Board Meeting for Calendar Year 2023 for 12:30 p.m. on Tuesday, December 19, 2023, with the location either in person/virtual as specified on the Resolution.</p> <p>Carried by the following vote, taken by roll call: Director Greer – aye; Director Edwards-Tate – aye; Director King – aye; Chairperson Corrales – aye; Absent: Director Hansen</p>	

**BOARD OF DIRECTORS – MEETING MINUTES – MONDAY, JUNE 12, 2023**

**AGENDA ITEM**

**• DISCUSSION**

**CONCLUSIONS/ACTIONS**

**FOLLOW-UP/  
RESP PARTY**

- Mrs. Howell stated that the Board is required to set a date, time and location for the remaining meeting for the Calendar Year, and two dates had been suggested
  - She further noted that dates in December were being suggested since the second meeting each year needed to be held in that month due to audit scheduling; and both dates in question were dates on which there was already either a PH Board or Board Committee meeting
  - The location would be both in person and virtual, in accordance with the rules of the Palomar Health Board as specified on the Resolution
- Chairperson Corrales stated that the dates and times suggested were Monday, December 11, 2023, at 11:00 a.m. (the same day as the PH Board), and Tuesday, December 19, 2023, at 12:30 p.m. (the same date as the PH Audit Committee)
- Director Edwards-Tate stated that she had prior commitments on the 11<sup>th</sup>; but the 19<sup>th</sup> worked

**VIII. BOARD MEMBER COMMENTS/FUTURE AGENDA ITEMS**


- 

**IX. ADJOURNMENT**


**MOTION:** Chairperson Corrales adjourned the meeting at 2:11 p.m.

**SIGNATURES:**

**PHD Board Chairperson**

  
\_\_\_\_\_  
Terry Corrales, RN

**PHD Board Assistant**

  
\_\_\_\_\_  
Tanya Howell

**Next Meeting: Tuesday, December 19, 2023 at 12:30 p.m.**