

**Soledad Community Health Care District  
Regular Meeting of the Board of Directors  
November 16, 2023 @ 4:00 p.m.**

**MINUTES**

**1. Call to order at 4:00 p.m. by President, Graig Stephens**

**2. Board of Directors Roll Call.**

**Directors Present:** President, Graig Stephens  
Vice President, Maggie Campa  
Secretary, Rosemary Guidotti  
Treasurer, Anne Trebino  
Board Member, Michael Schell (*Late*)

**Directors Absent:** None

**Staff Present:** CEO, Ida Lopez Chan  
District Recording Secretary, Sophie Piña

**District CPA:** Brent Green (*Absent*)

We have a Quorum

**3. Pledge of Allegiance:** Graig Stephens

**4. Mission Statement:** Rosemary Guidotti

**5. President's Welcome:** Graig Stephens

**6. Approval of Minutes:**

**Motion:** The board approved the minutes as mailed from the regular board meeting on October 26, 2023.

**M/S:** Guidotti/Campa

**Ayes:** Stephens, Campa, Guidotti, Trebino

**Nays:** -

**Abstain:** -

**Absent:** - Schell

**Motion:** Passed

**7. Public Comment:** None

**8. Communications Coordinator** – Ida reported to the board that our new Communications Coordinator Adriana Gonzalez will start November 20, 2023. On December 15<sup>th</sup> the district will be hosting their End of Year Employee Celebration from 11:30am – 1:30pm. The clinic participated in the South County Business Expo.

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**9. Treasurer's Report –**

**Motion:** Due to the earlier meeting date for the November 16<sup>th</sup> meeting, and the new tax deadline financial statements and the monthly budget were not ready for review. Financial statements and budget will be presented at our January 25, 2024 meeting.

**M/S:** No Motion

**Ayes:**

**Nays:** -

**Abstain:** -

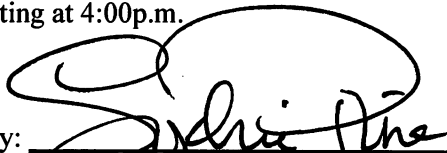
**Absent:** -

**Motion:** No Action Taken

**10. District's CEO Report –** Debbie Ramirez has announced her retirement after 17 years. She will remain with us until the end of 2024. Ida will begin finding a replacement and putting a plan in place. On 11/4/23 from 8am-2pm the clinic hosted a flu clinic where 66 flu vaccines were successfully administered. Starting January 2024, we will launch our Professional Leadership Academy. This training will be offered to 12 staff leaders. This will be a 2-hour, 8-month course. Maria Lopez our consultant will lead the Academy. Staff will receive a certificate of completion and will be able to share feedback to the board. Natasha presented an Eden Valley report to the board. New hires for the month were 3 Dietary Aides, and 1 Dietary Supervisor. Registry staff has been reduced dramatically. Our total census occupancy is at 84% with a total of 50 residents in house. Room rates will increase effective December 1, 2023. The last update on Eden Valley's waiting list was 10/25/23, phone calls will be made again in 3 months. Amy Underwood, PA from the clinic submitted her resignation letter. She will be working closer to home. Her last day will be November 29, 2023. Years of Service for this month were Robert Camacho 1 year and Edelita Salindo 5 years of service. Ida has been researching different banks for opportunities to explore business options. The audit is being completed and the auditors should be ready to present in January or February. We have a new group called the Hayes Group who is now helping us with our Employee Retirement. Ida will invite Ted Grisby our consultant to provide an update to the board.

**11. Meeting Adjourned at 5:00p.m. –** The board will reconvene on January 25, 2024 for a Regular District Board Meeting at 4:00p.m.

Prepared By:

  
Sophie Piña, District Board Secretary

Approved By:

  
Craig Stephens, Board President