

# HEFFERNAN MEMORIAL



## HEALTHCARE DISTRICT

President  
Rodolfo Valdez  
Vice-President  
Gloria Grijalva  
Treasurer  
Norma M. Apodaca  
Secretary  
Hector Martinez  
Trustee  
Gloria Romo

601 HEBER AVE.  
CALEXICO, CALIFORNIA 92231

Executive District  
Manager  
Tomas Virgen

NOTICE OF REGULAR MEETING  
ON  
Wednesday, February 12, 2020

General Counsel  
Eduardo Rivera

Board Clerk  
Brenda Ryan

THE BOARD OF DIRECTORS OF HEFFERNAN MEMORIAL HEALTHCARE DISTRICT  
WILL CONDUCT A  
REGULAR MEETING

THE MEETING WILL BEGIN AT  
5:30 P.M  
A T  
THE BOARD'S REGULAR MEETING PLACE  
601 HEBER AVE.  
CALEXICO, CA. 92231

### AGENDA

1. CALL TO ORDER
2. ROLL CALL-DETERMINATION OF QUORUM
3. PLEDGE OF ALLEGIANCE
4. CONSIDER APPROVAL OF AGENDA:

In the case of an emergency, item may be added to the Agenda by a majority vote of the Board of Directors. An emergency is defined as a work stoppage, a crippling disaster, or other activity that severely imperils public health, safety, or both. Also, items that arise after the posting of the agenda may be added by a 2/3 vote of the Board. Items on the agenda may be taken out of sequential order as their priority is determined by the Board of Directors. The Board may take action on any item appearing on the agenda.

5. **CLOSED SESSION: (5:30 p.m. – 6:00 p.m.)**
  - a. Pursuant to Resolution No. 2010-3 adopted by this Board on June 8, 2010, Health & Safety Code Section 32106 (b), deliberation and possible action as a trade secret regarding a possible arrangement with third party concerning off-site medical diagnoses and treatment.
  - b. Potential litigation (one case). Significant exposure to litigation. G, C, section 54956.9 (b). Conference with legal counsel.
  
6. **PUBLIC COMMENT TIME:**  
Public comment time on items not appearing on the agenda will be limited to 5 minutes per person and 15 minutes per subject. The Board may find it necessary to limit total time allowable for all public comment on items not appearing on the agenda at any one meeting to one hour. Persons desiring longer public comment time and/or action on specific items shall contact the Secretary and request that the item be placed on the agenda for the next regular meeting.
  
7. **REPORTS ON MEETING AND EVENTS ATTENDED BY DIRECTORS, AND AUTHORIZATION FOR DIRECTOR ATTENDANCE AT UPCOMING MEETINGS AND EVENTS/DIRECTORS COMMENTS:**
  - a. Brief reports by Directors on meetings and event attended. Schedule of upcoming Board meetings and events.
  
8. **REPORTS BY ALL HMHD COMMITTEES**
  
9. **COMMENTS BY PROMOTION AND PUBLIC RELATIONS TONY PIMENTEL**
  
10. **COMMENTS BY EXECUTIVE DISTRICT MANAGER TOMAS VIRGEN**
  
11. **COMMENTS BY GENERAL COUNSEL EDUARDO RIVERA**
  
12. **DISCUSSION AND/OR ACTION ITEMS:**
  - a. Discussion and/or action: LAFCO report update.
  - b. Discussion and/or action: HW4Ks amendment (Name change from HW4Ks to Fit and Healthy Center and rent re-allocation authorization of the existing budget).
  - c. Discussion and/or action: Report and update of the Calexico Wellness Park equipment maintenance and agreement with the City of Calexico.
  - d. Discussion and/or action: Consideration and review of draft Surplus Property protocol.
  - e. Discussion and/or action: Adoption of RFP/Grant guidelines for FY 2020.
    - 1) Discussion and/or action: Consideration of a Small Grant program (criteria, guidelines, funding amount and referral to Finance committee).
  - f. Renewal of Tony Pimentel agreement commencing February 1, 2020 and ending January 31, 2021. (Same terms and conditions).
  - g. Discussion and/or action: FY 2018-2019 audit update.

**13. ITEMS FOR FUTURE AGENDAS:**

This item is placed on the agenda to enable the Board to identify and schedule future items for discussion at upcoming Board meetings and/or identify press release opportunities.

**14. ADJOURNMENT:**

- a. Regular Board meetings are held on the second and fourth Wednesday of each month.
- b. The next regular meeting of the Board will be held at 5:30 P.M., February 26, 2020.
- c. The agenda package and material related to an agenda item submitted after the packet's distribution to the Board are available for public review in the lobby of the District office during normal business hours

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**POSTING STATEMENT**

A copy of the agenda was posted February 09, 2020 at 601 Heber Avenue, Calexico, California 92231 at 4:45 p.m. Pursuant to CA Government code 54957.5, disclosable public records and writings related to an agenda item distributed to all or a majority of the Board, including such records and written distributed less than 72 hours prior to this meeting are available for public inspection at the District Administrative Office, 601 Heber Avenue, Calexico, CA.

**NOTICE** In compliance with the Americans with Disabilities Act, any individuals requesting special accommodations to attend and/or participate in District Board meetings may contact the District at (760)357-6522. Notifications 48 hours prior to the meeting will enable the District to make reasonable accommodations.



Heffernan Memorial Healthcare District  
601 Heber Ave  
Calexico, CA 92231

Att: Tomas Virgen, Executive District Manager

Dr. Mr. Virgen:

I am notifying you that, legally speaking, as of June 29, 2018, I converted Luz E. Tristan, MD dba Heffernan Wellness for Kids to "Fit and Healthy Center", a nonprofit entity. I have begun to operate the nonprofit Fit & Healthy Center as of January 1, 2020.

I would appreciate if you would change the monthly agreements to occur between Heffernan Memorial Healthcare District and me to "Fit and Healthy Center" and issue checks to this name to match the new checking account we have created.

The service will remain the same. The only change is that we converted to a non-profit, really what Heffernan Memorial had desired when we first started providing the service.

Thank you,

Luz E. Tristan, MD  
President  
F&H Center

A handwritten signature in black ink, appearing to read 'Luz E. Tristan', written in a cursive style.

**HEFFERNAN MEMORIAL HEALTHCARE DISTRICT  
DISPOSITION OF SURPLUS PERSONAL PROPERTY POLICY**

**Disposition of Property:** When District assets/inventory such as equipment, furniture, supplies or other personal property of the District are obsolete, damaged, worn out or no longer needed by the District, the property shall be deemed surplus property (“Surplus Property”), and the Executive District Manager or designee shall be authorized to dispose of Surplus Property. Prior to designating property as Surplus Property, reasonable efforts shall be made to redistribute the property for use within the District. Disposition of Surplus Property should focus on stewardship of public property, support the mission of the District, promote sustainability, fairness and transparency, and be conducted in compliance with all applicable laws and regulations. The District’s Board of Directors shall by an affirmative vote of at least three members declare the District personal property surplus.

Surplus Property may be disposed of in any of the following manners:

1. Trade-in;
2. Advertised public sale (by fixed price, negotiated price, sealed bid or public auction);
3. Donation to educational institutions or non-profit organizations;
4. Recycling or salvage; and
5. Trash.

In determining the method of disposal, the Executive District Manager or designee shall use best efforts to maximize the value and benefit to the District considering all circumstances, including anticipated proceeds as well as costs associated with each method of disposition.

If the estimated sale value of a piece or lot of Surplus Property exceeds \$1,000, the Executive District Manager or designee shall report same to the Board Finance Committee for discussion and submittal of the full Board for authorization and/or action.

For clarification purposes, Surplus Property does not include real property. Disposition of District real property shall be effective only when authorized by an affirmative vote of at least three members of the Board of Directors.

# AMENDED

## Mini Grants

Mini grants allow the Heffernan Memorial Healthcare District community to access support for small health initiatives that possibly do not have the capacity for a large program or project. The mini grant application is processed by the administration of the District. Consideration is contingent upon the availability of funds, community health priorities, and the ability of the applicant to effectively administer the project. The mini grant provides up to \$1500 per one request in a fiscal year (Letter of Interest). Mini grants will be submitted to the Chief Executive Officer who will refer the Mini grant request to the Board's Finance Committee for review and recommendation and submitted to the District's Board of Directors for final approval. The total District allocation to the Mini Grants program shall be \$10,000.00 per fiscal year.