

HEFFERNAN MEMORIAL



HEALTHCARE DISTRICT

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

*601 HEBER AVE.
CALEXICO, CALIFORNIA 92231*

General Counsel
Eduardo Rivera

Board Clerk
Brenda Ryan

**NOTICE OF SPECIAL MEETING
ON
MONDAY MAY 21, 2018**

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

**THE MEETING WILL BEGIN AT
5:30 P.M.
AT
THE BOARD'S REGULAR MEETING PLACE
601 HEBER AVE.
CALEXICO, CA. 92231**

AGENDA

In compliance with the Americans with Disability Act, if special assistance is needed to participate in the Board meeting, please contact the District Office during regular business hours 3:00 P.M. to 5:00 P.M. PPT, Monday through Friday (holidays excepted) in person, by phone (760)357-6522 or email info@heffernanmemorial.com at least 2 hours before meeting time. Notification received as indicated will enable the District to make reasonable accommodations.

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

5. 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.

6. INFORMATION ITEM:

- a. Report on Environmental Health and Safety Fair by Javier Gonzalez.

7. DISCUSSION AND/OR ACTION ITEMS:

- a. Discussion and/or action on Architect Javier Diaz scope of work.
- b. Discussion and/or action on Business Service Manager Job Description
- c. Discussion and/or action concerning LAFCO's Executive Officer's Report on Heffernan Memorial Healthcare District dated May 1, 2018 to be presented at the May 24, 2018 LAFCO meeting.

4. ADJOURNMENT

- a. Regular Board meetings are held on the first and third Wednesday of each month.
 - b. The next regular meeting of the Board will be held at 5:30 P.M. on June 6, 2018.
 - 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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CERTIFICATION OF DELIVERY

I, Brenda Ryan, Board Clerk of the Heffernan Memorial Healthcare District, hereby certify that I caused to be delivered a copy of the foregoing Notice of Special Meeting to all persons entitled thereto at least 24 hours prior to the date and time of such meeting, in accordance with Govt. Code Sec. 54956.

Dated: _____
_____ Secretary

CERTIFICATION OF POSTING

I, Brenda Ryan, Board Clerk of the Heffernan Memorial Healthcare District, hereby certify that I posted a copy of the foregoing Notice of Special Meeting at the following locations in the Heffernan Memorial Healthcare District: (include specific addresses or locations)

_____ at
least 24 hours prior to the date and time of such meeting, in accordance with Govt. Code Sec. 54956.

Dated: _____
_____ Secretary