

**DESERT HEALTHCARE DISTRICT
BOARD OF DIRECTORS
SPECIAL MEETING MINUTES
June 30, 2015**

A Meeting of the Board of Directors of the Desert Healthcare District was held in the Arthur H. "Red" Motley Boardroom, Palm Springs, CA.

Conference call in: 1-800-615-2900 – Access Code 6567757#

Teleconference Locations: 13722 Washougal River Road Washougal, WA 98671
330 N Palm Canyon Dr. Suite 218 Palm Springs, CA 92263
Visitor Center Garland Ranch Regional Park
700 West Carmel Valley Road Carmel Valley, CA 93924
Anaheim Transit Center 2626 East Katella Avenue, 2nd Floor
Anaheim, CA 92806,

Attendance:

Members

William Grimm, DO – Vice-President/Secretary

Mark Matthews – Treasurer*

Michael Solomon, MD – Director*

Carole Rogers - Director*

*By Teleconference

Absent

Kay Hazen - President

Staff:

Kathy Greco, Chief Executive Officer*

Chris Christensen, Controller

Donna Craig, Chief Grants Officer

Steve Brown, Clerk to the Board

Guests

None

CALL TO ORDER

The meeting was called to order at 8:30 am by Vice-President Grimm.

APPROVAL OF AGENDA

Vice-President Grimm asked for a motion to approve the agenda.

#15-47 MOTION WAS MADE by Director Matthews and seconded by Director Solomon to approve the agenda. Motion passed unanimously.

PUBLIC COMMENTS

None

NEW BUSDINESS

a. Consideration for the Accounting/Admin Support Job Description.

Director Matthews explained to expedite the hiring of the Accounting/Admin Support position, the Board needs to approve the job description. The Board may amend or change of the wording. This job description is a blending of the previous job description for the support for the COO, and the current needs for the District. It also provides for a segregation of duties as recommended by the auditors. As per Director Solomon’s recommendation, the “responsibilities for old records and programs for the Foundation” was removed from and the job description in the packet is the updated version. Director Solomon requested another change to remove the word “prior” under the Desert Healthcare Foundation, which would then read “Maintain records of programs. The Board agreed with the Director Solomon’s recommendation. Director Solomon commented that the job description says the positon starts on July 1st, however, it was explained that date just indicates the approval of the position for the new fiscal year. Also, Director Solomon inquired if any board members would be part of the interview process. Director Matthews responded that the CEO is responsible for hiring staff. The ad for this position will be posted in CareerBuilder, Craigslist, and on the District website.

#15-48 MOTION WAS MADE by Director Solomon and seconded by Director Rogers to approve FY 2015-2016 Desert Healthcare Foundation Budget.

Roll Call Vote:

**AYES: Director Rogers; Director Matthews; Director Solomon
Vice-President Grimm**

NOES: 0

ABSTAIN: 0

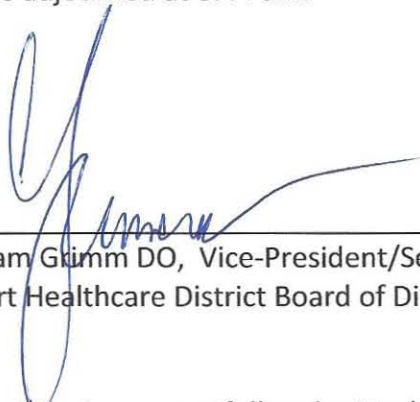
ABSENT: 1 – President Hazen

Motion passed 4-0.

ADJOURNMENT

The meeting was adjourned at 8:44 am.

ATTEST:



William Grimm DO, Vice-President/Secretary
Desert Healthcare District Board of Directors

Minutes respectfully submitted by Steve Brown, Clerk to the Board