



WEST SIDE COMMUNITY HEALTH CARE DISTRICT
MEETING OF THE BOARD OF DIRECTORS
MONDAY DECEMBER 16, 2024 7:00 P.M.
IF APPLICABLE CLOSE SESSION WILL START AT 6:30 P.M.
**COMMUNITY BUILDING, KERN STREET
NEWMAN, CA 95360**

Members of the public wanting to listen and/or participate in the meeting please dial
NUMBER OF 1-669-900-6833/Meeting ID: 830 8494 9989 Passcode: 557175 OR
<https://us06web.zoom.us/j/83084949989?pwd=bXs14t5oVRb4am84EIN8rlbePX6wvG.1>
from computer, tablet, or smartphone

CALL TO ORDER 7:00 p.m.

ROLL CALL

Board of Directors: Director Helms, Director Walsh-Guajardo, Director Vargas, Vice President Varnell

CLOSED SESSION

RECONVENE TO OPEN SESSION-MEETING WILL BE RECORDED

CALL TO ORDER-PLEDGE OF ALLEGIANCE

Please take a moment to silence your cell phones.

REPORT FROM CLOSED SESSION

PRESENTATIONS

- *Karin Freese, of Del Puerto Healthcare District stated that West Side Ambulance and Patterson District Ambulance has had a long-standing relationship and would like to continue working together. Patterson District Ambulance is willing to help West Side Ambulance moving forward.*

PUBLIC COMMENTS

Members of the public may comment on matters that are *not* listed on the agenda at this time. The Board may refer such matters to the Board Clerk for discussion and consideration at a future meeting, but otherwise shall not take action at this time.

Public comment will be accepted concerning any item on the agenda when that item is called. The Board will consider all comments prior to taking action on the item.

Speakers shall be allowed three (3) minutes to address the Board on each agenda or non-agenda item.

2. ELECTION OF OFFICERS

- ❖ *Director Helms nominated David Varnell for Board President.
Motion was seconded by Director Vargas and carried by roll call vote 4-0.*
- ❖ *President Varnell nominated Ken Helms for Board Vice President/Secretary.
Motion was seconded by Director Walsh-Guajardo and carried by roll call vote 4-0.*

CONSENT CALENDAR

All matters listed under the Consent Calendar are considered routine and may be approved by one action of the Board. Any member of the Board, or member of the public, may request to remove an item from the Consent Calendar for separate consideration.

Are there any items on the consent calendar that any member of the Board or public would like to be considered separately?

3. Minutes of the November 25, 2024 Regular Meeting

Recommendation: Review and Approve

4. Cash Disbursement Journal

Recommendation: Review and Approve

President Varnell introduced the consent calendar. There was no public comment.

Vice President Helms made the motion to approve the consent calendar.

The motion was seconded by Director Walsh-Guajardo and carried by roll call vote 4-0.

ADMINISTRATIVE AGENDA

5. Open board of directors' seat for Zone 4, City of Gustine, discussion, possible action.

a. Debbie Lopes, Grove Ave, Gustine Ca

- *Administrative Service Manager, Roberta Casteel advised the board and the public that the district received one (1) letter of interest for the open director seat for Zone 4, Debbie Lopes, Gustine, CA.*

Vice President Helms made the motion to approve the Ms. Debbie Lopes for the open seat, Zone 4.

The motion was seconded by Director Walsh-Guajardo and carried by roll call vote 4-0.

6. Secure funding for Legal Counsel

- *Legal Counsel, Nic Cardella stated that the work load for his legal firm had increased over the years which created a large expense to the district. He had spoken to his partners and they made an exception for the district to pay a large portion of the outstanding debt to the firm and the firm wrote off the balance. The firm is asking the district to set up a retainer fee of \$30K, and the retainer would need to be replenished once it hit \$15K. Retainer does not include litigation.*
- *Vice President Helms stated he was not surprised with the history of using legal counsel for various reasons. Vice President Helms ask the district's accounting firm to weigh in.*
- *Leo Landaverde stated he understood Legal counsel request and that it makes sense on history of payments to the firm. He stated that it would be hard on the district's finances but the district needed legal counsel.*
- *Direction was given to Legal Counsel and the district's accountant to coordinate the arraignments.*
- *Vice President Helms made the motion to approve a retainer to be established at \$30K for Wagner, Jones Helsey law firm, with a replacement of \$15K once the retainer fell below \$15K.*

The motion was seconded by Director Walsh-Guajardo and carried by roll call vote 4-0.
- *President Varnell asked to establish a finance subcommittee to look at the district's expenses. He appointed Karin Feese, himself, Leo Landaverde and Sandy Walsh-Guajardo.*

- Vice President Helms made the motion to establish a sub committee to look at the district's expenses. The motion was seconded by Director Walsh-Guajardo and carried by roll call 4-0.
- President Varnell added Shaun Felber to be on the finance subcommittee later in the board meeting. Director Walsh-Guajardo made the motion to add Shaun Felber to the subcommittee. The motion was seconded by Vice President Helms and carried by roll call 4-0.

7. Discussion and possible action concerning research from legal counsel on the district's ability to interface with counties on place a citizen measure on the ballot.

- Administrative Service Manager Casteel presented the Staff Report.

Prior board action on November 25, 2025 district counsel was asked to research whether the district can interface with Stanislaus and Merced counties prior to proponents of a citizen's initiative starting the process.

Legal counsel stated that there was a time line on starting the process and the date to file is December 27, 2024. A citizen would have to initiated the process and lead the campaign. Legal counsel can only do a small scope of work on the process.

There is a notice of intention fee of \$200 to file. It would be up to the counties to accept putting a measure on a ballot.

Director-Helms stated that the financing would have to come from the public that intitiates this citizen measure. He said it would be a long shot to find someone to take this on with such a short notice, since December 27th is the deadline.

- Public Comment, Shaun Felber, Draper Road, Newman, California 95360
Mr. Felber stated he was willing to pay the notice of intention fee of \$200 to proceed with a citizen measure. He asked legal counsel what change from the last time the board considered placing a citizen measure 50% plus 1 on the ballot.

- *Legal Counsel stated that there was a risk before and now that the measure did not pass again the calculus of the risk is different. We now know two-thirds vote is hard to attain to pass the measure, so therefore the risk has changed to have a measure pass. There still is a possibility that a person or entity could challenge the citizen's measure.*
- *Director Vargas asked if a citizen's measure would allow*
- *a person get one (1) vote per the parcel that he or she owns? Legal counsel stated he believed no, one vote per registered voter.*

8. Campaign Tampering

- *Administrative Service Manager Casteel presented the Staff Report. There was no public Comment*
Legal Counsel stated that they reached out to Mr. Brazil for clarification on the public comment that he made at the November 2024 board meeting.
Based on the information received from "Mr. Brazil", campaigning tampering refers to a public agency engaging in prohibited campaign activities.

Public agency resources cannot be used to research this any further.

FINANCIAL REPORT

1. Power Point presentation on Bank Account Balances/Accounts Receivable Reports and Financial statements
- *No financial report this meeting, Mr. Landaverde will send one to board at the end of the month.*

AMBULANCE REPORT

1. Receive Staff Report on Ambulance Statistical and Administrative Report

CHIEF ADMINISTRATIVE OFFICER

- *Chief Administrative Officer Chantale Pakosz presented the November staff report. 147 calls and responses.*
- *139 responses.*
- *93 transports.*
- *Provided mutual aid to Patterson, 5 Responses/4 Transports; Received 6 responses, 6 Transports.*
- *Provided mutual aid to AMR, 2 responses/0 Transports; Received 2 responses, 1 transport.*



COMMUNITY HEALTHCARE

D I S T R I C T

- Provided mutual aid to Riggs, 1 Responses/0 Transports; Received 0 responses, 0 Transports.
- Director Vargas asked the chief if she responded to any of the calls that mutual aid was required for. She stated no but has responded to calls when it is required.

ADMINISTRATIVE SERVICE MANAGER COMMENTS

LEGAL COUNSEL COMMENTS

BOARD CORRESPONDANCE/COMMENTS

- Vice President Helms stated he was caught off guard that both times that the measures have been put on the ballot that they did not pass. He asked Chuck Coelho how the Newman Fire Department ALS program was proceeding, Mr. Coelho stated it was stalled.
- Director Walsh-Guajardo stated she is a retired bookkeeper and she has a big learning curve in sitting on the board. She is looking forward in looking at the district's financials. She believes it is a vital service that needs to stay in the community.
- President Varnell thanked the new board members and the public for attending the meeting.

ADJOURNMENT

Vice President Helms made motion to adjourn the meeting. The motion was seconded by Director Walsh-Guajardo at 7:52 p.m.

Attested by

Ken Helms

Vice President/Secretary



COMMUNITY HEALTHCARE

D I S T R I C T

Note:

1. *In compliance with the Americans with Disabilities Act, a disabled person is requesting a disability-related modification or accommodation to participate in this meeting, must contact the district office at (209) 862-2951. Requests must be made as early as possible, preferably one-full business day before the state of the meeting.*
2. *Any document provided to a majority of the Board of Directors regarding any open session item on this agenda is available for public inspection during normal business hours at the front counter of District Office located at 990 Tulare Street Suite C, Newman CA. Documents or writings received after the general distribution of the agenda are also available for inspections.*