



City of Alameda
HEALTH CARE DISTRICT

Special Meeting Minutes for March 11, 2024
Location: AH Hospital Executive Boardroom

Board Members Present	Legal Counsel Present	Also Present	Absent
Robert Deutsch, MD Gayle Codiga, - Zoom Stewart Chen, DC David Sayen Jeff Cambra	Tom Driscoll	Mario Harding	

Agenda Item/Topic	Presentation and Discussion Notes	Action/Follow-Up
Call to Order	The meeting was called to order at 4 p.m. by the Board president Dr. Robert Deutsch.	
Roll	Roll was called prior to the start of the closed session. A quorum of Directors was present.	

Consent Agenda		
Acceptance to November and December 2023 Finance Reports	A motion to accept the November and December 2023 Finance Reports was made by Ms. Codiga and seconded by Dr. Chen. The motion was unanimously approved.	Motion Approved
Acceptance of Meeting Minutes from February 12, 2024	A motion to accept the February 12, 2024, meeting minutes was made by Ms. Codiga and seconded by Dr. Chen. The motion was unanimously approved.	Motion Approved
Action Items		

<p>Property Management RFP Update</p>	<p>Ms. Stebbins informed the group that an RFP letter had been sent out to seven property management firms. Of these seven firms, three responded: Drysdale Property Management (the current property management firm), Cerda Zain Real Estate, and Real Property Management Pacific. Mr. Cambra noted that each company operates differently and that he would be following up with additional questions for the final three property management firms to determine the best fit. A recommendation to select a property management firm will be brought to the board during the April 8th Board meeting.</p> <p>Additionally, Mr. Cambra noted that having a general property inspection for all Jaber properties would be beneficial to get an idea of the current conditions as it has not yet been done. Discussion ensued about having a property inspection and to what extent. It was the consensus of the board that, as a health care district, there should be a higher standard to ensure the properties are safe and structurally sound.</p> <p>Ms. Stebbins added that it is important to note there is a lot of deferred maintenance. Additionally, the District does not have a specific reserve for property maintenance. The District gives away 20 percent of the rental income and 20 percent of the corpus to AHS.</p> <p>A motion to get a general property inspection as it relates to safety and future upgrades was made by Dr. Chen and seconded by Mr. Cambra. The motion was unanimously carried.</p>	
<p>Porter Engagement</p>	<p>Dr. Deutsch briefed the group on the recent interview conducted with Porter to engage as Owners Rep for the 2030 seismic upgrades. Concerns were raised about whether it was permissible to appoint Porter without completing an RFP. Mr. Driscoll, the District's Legal Counsel, noted there is an exception that allows engagement with professionals and contractors possessing specialized talents who are familiar with the facilities. Given Porter's previous work with AHS on similar projects, including the 2020 seismic upgrades on the Alameda campus, Mr. Driscoll believes it is legally sound for the District to engage Porter as the Owners Rep. He also pledged to provide a letter of support for this recommendation.</p> <p>Ms. Stebbins noted that, in addition to Porter's extensive experience, they will also be collaborating with Dave Ring, who has substantial experience with the approval processes at HCAI due to his previous employment there, and Kristen Throson, who brings over 20 years of experience working with AHS and Alameda Hospital in an operational capacity. Mr. Harding and Mr. Helena shared the same sentiments and support for the District to engage Porter.</p> <p>Ms. Stebbins noted that, pending the District's approval to engage Porter, they will be completing a lot of the predevelopment work, including reviewing developmental design proposals sent from Ratcliff to ensure things are on the right track. Notably, if the District chooses to go with the design-build approach, there is a possibility we will not be able to legally work with Ratcliff. Ms. Stebbins will follow up with BBK on potential future engagement issues with Ratcliff. Additionally, there would be frequent meetings between the Owners, Architects, and Engineers that would be beneficial for a representative from AHA management to join. A motion was made to move forward with engaging Porter as the Owners Rep by Ms. Codiga and seconded by Dr. Chen. The motion was unanimously approved.</p>	

Minutes submitted by: Alixandria Williams, Executive Assistant

Approved: _____