

**Minutes of the Regular Board Meeting  
Del Norte Healthcare District  
November 25, 2025 @ 5:30 p.m.**

Regular Meeting

1. **CALL TO ORDER:** Meeting called to order at 5:31 p.m.
2. **ROLL CALL:** Directors Caldwell, Mason, Young and Chair Pearcey present.  
Absent: Director Babich excused.
3. **PUBLIC COMMENT:** None
4. **CONSENT CALENDAR:**
  - a. Ratification of invoices paid from 10/23/2025 – 11/19/2025.
  - b. Approval of financial report for October 2025.

Director Mason made a motion to approve the consent calendar. Director Caldwell seconded the motion.  
Motion passed 4 – 0.
5. **REVIEW/POSSIBLE REVISION AND APPROVAL OF THE MINUTES FROM THE OCTOBER 28, 2025, MEETING.**

Director Caldwell made a motion to approve the October minutes as written. Director Mason seconded the motion.  
Motion passed 4 – 0.
6. **COMMUNICATIONS:**

Open Door: Hilda Contreras announced that she would be retiring from Open Door Clinic on January 8, 2026 and that Annabell Dominguez will be taking over.
7. **COMMITTEE REPORTS:**
  - A. **BUDGET/FINANCE COMMITTEE:** (Directors Young & Caldwell)

1. Discussion/Approval of the budget transfer of \$32,000 from the surplus to the Emergency Food Project to cover these unexpected items. They will be disbursed as \$12,000 to DNUSD Nutrition Services and \$20,000 to the FRC Food Bank.

Director Mason made a motion to approve the budget transfers as stated. Director Caldwell seconded the motion.  
Motion passed 4 – 0.

**B. COMMUNITY OUTREACH COMMITTEE: (Chair Pearcey & Director Babich)**

Nothing to report.

**C. HEALTHCARE EXPANSION:**

1. Community Food Council: (Directors Caldwell and Babich)

This cold storage has arrived and is being wired.

2. Recruitment and Retention: (Director Caldwell)

Nothing to report.

3. Mental/Public Health Updates: (Janel Obenchain)

CHIP meetings are in progress.

**D. HEALTH PROMOTION:**

1. Swimming Programs: (Director Young).

Nothing to report.

2. Non-emergency Transport: (Director Young)

- a. Report from Vice-Chair/Treasurer Young.

Local Non-Emergency Transportation will begin in January 2026. It will be a dial a ride system with a 48 hour notice. Prices will be \$6.00 for ADA and \$8.00 for the general public. They are expecting to do approximately 800-1500 trips.

**8. REPORT OF THE EXECUTIVE SECRETARY:** See attached report.

**9. UNFINISHED BUSINESS:**

- a. Update from Ron Cole with Gateway Education.

Ron Cole from Gateway Education gave an update on the programs that Gateway Education have completed since July 2025.

**10. NEW BUSINESS:**

- a. Discussion/Approval of the Board of Directors positions nominations. Positions are Chairman of the Board, Vice-Chair/Treasurer and Secretary of the Board.

Nominations were as follows:

Chairman of the Board – Kevin Caldwell

Vice-Chair/Treasurer – Shellie Babich

Secretary of the Board – Dave Mason

Director - Tonya Pearcey

Director - Mike Young

Vote to take place at the December 23, 2025 meeting.

- b. Discussion/Possible approval of the request from College of the Redwoods for \$59,000 to help support rapid content development for Surgical, Radiology and Respiratory Technician Programs.

Director Caldwell made a motion to approve the request for funds of \$59,000 to College of the Redwoods for rapid content development. Director Mason seconded the motion.

Motion passed 4 – 0.

- c. Discussion/Possible approval of the request by Sutter Coast Hospital for the DNHCD to consider implementing a Physician and Advanced Practice Clinician Recruitment Incentive Program. The program would offer financial incentives to attract and retain healthcare providers to the community.

The Board will form a subcommittee of Chair Pearcey and Director Babich to work with the parties involved to discuss implementing a recruitment and incentive program.

- d. Discussion/Possible approval of the Local Non-Emergency Medical Transportation.

Director Young made a motion to approve the Local Non-Emergency Medical Transportation program. Director Caldwell seconded the motion.

Motion passed 4 – 0.

11. **INDIVIDUAL DIRECTORS REPORT OF ACTIVITIES:** Nothing at this time.
12. **PUBLIC COMMENT FOR ANY CLOSED SESSION ITEMS:** Nothing at this time.
13. **ADJOURNMENT TO CLOSED SESSION:**
14. **RETURN TO OPEN SESSION AND REPORT OF ANY ACTION:**
15. **ADJOURNMENT:** The meeting adjourned at 6:25 p.m.

Minutes prepared and submitted by:



Doris Hendricks, Executive Secretary

Minutes approved by:



Dave Mason, Board Secretary