

**MINUTES OF SPECIAL MEETING  
BOARD OF DIRECTORS  
SEQUOIA HEALTHCARE DISTRICT  
September 28, 2021  
Conference Room, 525 Veterans Boulevard  
Redwood City, CA 94063**

**Directors Present via  
teleconference**

Director Faro  
Director Griffin  
Director Nayfack  
Director Shefren

**Directors Excused**

Director Martinez

**Also Present via teleconference**

Ms. Kurtzman, CEO  
Mr. Hudak, Attorney  
Mr. Cialone, Attorney  
Ms. Stamper, Recorder

**Due to Covid-19 Pandemic precautions, this meeting was held  
via Zoom teleconference**

**1. Call to Order**

President Shefren called the meeting to order at 12:00 PM. Roll call was taken and a quorum was present.

**2. Public Comment/Non-Agenda Items**

President Shefren asked if there was public comment on non-agenda items. There was none.

**3.a. Approve Resolution 2021-01 To Authorize Remote  
Teleconferencing Meetings Of The Sequoia Healthcare District Legislative  
Bodies For The Period September 29-October 29, 2021.**

President Shefren asked if there was public comment on this agenda item. There was none.

President Shefren and Mr. Hudak briefly explained the new Assembly Bill 361 that allows for remote Board meetings during a state of emergency.

**Motion:** To approve resolution 2021-01 - to authorize remote teleconferencing meetings of the Sequoia Healthcare District Legislative Bodies for the period of September 29-October 29, 2021.

**By:** Director Faro

**Seconded by:** Director Griffin

**Vote:** Ayes - Faro, Griffin, Nayfack, Shefren

Nos --

Abstain --

Absent -- Martinez

**Motion Passed: 4-0-0-1**

**4. Adjourn to Closed Session**

Adjourn to Closed Session For:

a. CONFERENCE WITH LEGAL COUNCIL- ANTICIPATED LITIGATION

Consideration of initiation of litigation pursuant to Government Code Section 54956.9(d)(4)- one potential case - Consideration of exposure of threatened or potential litigation pursuant to Government Code Section 54956.9(d)(4)- one potential case

b. Under Government Code Sections 54957 and 54957.6 for the following purposes:  
PUBLIC EMPLOYEE PERFORMANCE EVALUATION (54957) Title: Chief Executive Officer of Sequoia Healthcare District. CONFERENCE WITH LABOR NEGOTIATOR

(54957.6) Agency Designated Representative: Jerry Shefren, Board President & Arthur Faro, Vice President, Unrepresented Employee: Chief Executive Officer, Sequoia Healthcare District (Subdivision (a) of Section 54956.9)

**5. Reconvene to Open Session**

Reconvene to Open Session. There was reportable action.

The Board discussed granting bonuses to all employees in recognition and appreciation of their resilience and commitment to their work throughout the pandemic. This award is separate from their performance-based incentive pay.

**Motion:** To approve a year-end bonus of \$6,750 for Pamela Kurtzman to replace the section of her contract which provides for a \$5,000 year-end 401k contribution. In addition, the board approves a COVID bonus for the remaining staff of a maximum net 2% of gross annual salary for each employee, with the total cost not to exceed \$12,000 for those other employees.

**By:** Director Nayfack

**Seconded by:** Director Faro

**Vote:** Ayes - Faro, Griffin, Nayfack, Shefren

Nos --

Abstain --

Absent -- Martinez

**Motion Passed: 4-0-0-1**

**6. Adjourn**

**Motion:** At 1:10 PM adjourn meeting.

**By:** Director Faro

**Seconded by:** Director Nayfack

**All in favor**

**Motion Passed**

The next meeting of the Board of Directors of Sequoia Healthcare District is scheduled for 4:30 PM, Wednesday, October 6, 2021, District Conference Room, 525 Veterans Blvd., Redwood City, CA.

Respectfully Submitted,

Aaron Nayfack  
Secretary