



**BUILDING AND PLANNING COMMITTEE
AND SPECIAL MEETING OF THE BOARD OF DIRECTORS
Administrative Conference Room
Tuesday, August 26, 2025 – 1:00pm
www.kvhd.org**

**REMOTE PARTICIPATION – Microsoft Teams
Meeting ID: 227 734 770 859 8 Passcode: Qy9Le2ty**

- A. Call to Order**
- B. Approval of Agenda (Action)** *(page 1)*
- C. Public Comment**
- D. Approval of Minutes from July 29, 2025 Meeting (Action)** *(pages 2-4)*
- E. Project Update (Discussion)** *(page 5)*
Bob Easterday, Plant Operations Manager
 - 1. Master Plan
 - 2. New Administration Building
 - 3. Emergency Generator
 - 4. NPC Seismic Upgrade of Dietary, Surgery, and Central Plant Buildings
 - 5. Skilled Nursing Building Reclassification
 - 6. Dietary Area Cosmetic Work
 - 7. Acute Care Restrooms
- F. Mesa Clinical Pharmacy Upgrade**
Bob Easterday, Plant Operations Manager
- G. Capital Expenditure Request – Maintenance Truck** *(pages 6-9)*
John Lovrich, Chief Financial Officer
- H. Invoice Review/Approval (Action)** *(pages 10-11)*
Bob Easterday, Plant Operations Manager
 - 1. Greenbough Design – Inv. # 994 – Dietary Stove - \$1,665.00
- I. Adjournment**

(Posted 8/21/25 @ 1400)



**BUILDING AND PLANNING COMMITTEE
AND SPECIAL MEETING OF THE BOARD OF DIRECTORS MINUTES
Tuesday, July 29, 2025 – 1:00pm
Administrative Conference Room**

In Attendance: John Blythe, Chairman
Katheryn Elconin, 1st Vice Chair
Fred Clark, 2nd Vice Chair
Gene Parks, Treasurer (remote)
Ross Elliott, Secretary
Tim McGlew, Chief Executive Officer
John Lovrich, Chief Financial Officer
Mark Gordon, Chief Nursing Officer
Cary Zuber, Chief Information Officer
Bob Easterday, Plant Operations Manager
Monica Alexander, Plant Operations Office Assistant
Greg Davis, MVHC Manager

- A. **Call to Order:** The meeting was called to order at 1:01pm by Director Blythe. Citing emergency circumstances, Director Parks requested to participate remotely today. A motion was made by Director Elliott to approve the remote participation. The motion was seconded by Director Clark. Using a roll-call vote, the motion passed with a vote of 4/0.
- B. **Approval of Agenda:** The agenda was approved as distributed. FC, RE 5/0 (roll-call).
- C. **Public Comment:** None
- D. **Approval of Minutes from June 24, 2025 Meeting:** The minutes of the June 24, 2025 meeting were approved as distributed. RE, FC, 5/0 (roll-call).
- E. **Project Update:** The project update summary was given by Mr. Easterday.
 - 1. **Master Plan:** We are working with the staff of Kern County to get the documents signed in order to go to the Board of Supervisors for approval to submit our grant. We are on the agenda for the August 5th Board of Supervisors meeting. Mr. Easterday stated he has pretty high hopes as we are in a grant cycle that most facilities have not had time to get the necessary paperwork together. Mr. Easterday stated he will be attending the Board of Supervisors meeting along with Mr. McGlew and Mr. Lovrich.
 - 2. **New Administration Building:** Work continues on Suites D and E in preparation for retail pharmacy. Mr. Easterday is hoping to wrap up this project in the next two months. Mr. Easterday reported that he is concerned about the cabinets arriving timely.

Director Parks asked about parking. Mr. Easterday stated he will be looking into the cost of paving the dirt lot between our building and the Red Rooster. This will also need to be discussed with Legal Counsel. Mr. Easterday also reported that he is working with Tehachapi Hospital as they have two generators that they would like to gift to KVHD. This will allow us to return the two rental units we currently have for the clinic and retail pharmacy. Suite C for Medical Records is almost ready – just need to finish building the cubicles.

3. **Emergency Generator:** Mr. Easterday reported that the architect is getting ready to resubmit the plans for the bracing of conduits in the chiller room. The contractor is proceeding with the ADC to run power to the Maintenance shop. After these two items are complete, we can close this project with HCAI.
 4. **NPC Seismic Upgrade of Dietary, Surgery, and Central Plant Buildings:** The District received a quote from the fire sprinkler company on the cost to draw the plans for the corrective work. The cost is \$11,800. As the contractor cannot stamp or submit the plans, there will be an additional cost from the mechanical engineer and architect for that portion. We are moving slowly on this project and will only go forward if the seismic project proceeds.
 5. **Skilled Nursing Building Reclassification:** Next step is to draw plans. The proposal appears later on the agenda.
 6. **Dietary Area Cosmetic Work:** This item has taken a backseat to the pharmacy project. No progress to report.
 7. **Acute Care Restrooms:** This item has taken a backseat to the pharmacy project. No progress to report.
- F. **RLH Fire Sprinklers – Design Services Proposal – NPC 4 Seismic Compliance:** This proposal is to bring the sprinkler system into compliance with NPC 4. After brief discussion, the Board decided to table this item until we determine what is happening with the rest of the seismic project.
- G. **Fire Damper Inspection Agreement – Remediation:** Mr. Easterday stated this is a required inspection that must occur every six years. This is the company that completed our last inspection. Ours needs to be completed in early 2026. Director Clark asked if this needed to go out for bid considering the cost of the contract. Mr. Easterday said he would clarify this with Legal Counsel. A motion was made by Director Clark to approve the proposal provided that Legal Counsel approves. The motion was seconded by Director Elliott. Using a roll-call vote, the motion passed with a vote of 5/0.
- H. **Greenbough Design – SNF Reclassification Proposal Phase 2:** This is the proposal for phase 2 of this project. After brief discussion, a motion was made by Director Clark to approve the proposal as presented. The motion was seconded by Director Elconin. Using a roll-call vote, the motion passed with a vote of 5/0.
- I. **Mesa Clinical Pharmacy Upgrade:** This item was covered under the project update.
- J. **Rolling Shutters for Retail Pharmacy:** Mr. Easterday presented four proposals for rolling shutters for the new retail pharmacy for security purposes. There was lengthy

discussion about the different options, costs, and how these will look on the building. The Board requested Mr. Easterday inquire about lead times for the various options as well as explore interior mounted options for cosmetic purposes. Mr. Easterday will research options and bring them back to a future meeting for further discussion.

- K. Invoice Review/Approval:** The invoices were reviewed and discussed. A motion was made by Director Clark to approve the two invoices for payment. The motion was seconded by Director Elliott. Using a roll call vote, the motion passed with a vote of 5/0.
1. Greenbough Design – Inv.# 987 – Seismic Upgrade - \$6,343.00
 2. Greenbough Design – Inv.# 988 – Seismic Upgrade - \$1,462.50
- L. Adjournment:** The meeting was adjourned at approximately 1:58pm by Director Blythe.

Submitted By: _____

Approved By: _____

KVHD List and Status of Projects

August 2025

Master Plan – Kern County Board of Supervisors voted to approve submitting on behalf of KVHD to CalOES/FEMA. NOI No. PA-00003228 DR4856-AP1885. Application will be officially uploaded on the week of August 25th. Meanwhile Hagerty Consulting is going through all of the documents to make sure they are all in order and meet the criteria for the HMGP grant process.

New Administration Building – Work is proceeding very well on suites D and E for the pharmacy. Tentative completion date is mid to late October. Medical Records is ready to move. Pending installation of workstations and desks for the staff.

Emergency Generator – Final drawings for the approval of the minor bracing of conduits in the chiller room were received today and are going to HCAI for approval. When they are approved, the contractor will proceed with installation of the bracing and with the ACD to run power to the maintenance shop. Then we will be closing the project with OSHPD/HCAI.

NPC Seismic upgrade of the Dietary, Surgery, and Central Plant Buildings – Walked the site with the Architect and the engineers and worked out the solution for NPC 5 requirement for 906 hours of water supply to the hospital..

Skilled Nursing Building Reclassification – Walked the job with the Architect and Engineers to determine exactly which utilities currently meet having the seismic give at the building separation and which ones do not. Most of them do the domestic water and heating and cooling water don't. Worked out solutions for that to be done.

Dietary Area Cosmetic Work – No Change. This area has been toured, and the work will commence soon.

Acute Care Restrooms – We hope to be able to get staff back on this project shortly.

Capital Budget Request Form

(To be completed for all individual expenditures/projects > \$5000 in accordance with Capital Expenditure Policy)

Date Submitted: 8/19/25

1. **Project Type** Equipment Software Facilities Other: _____

2. **Project Details**

Requestors Name: John Lovrich

Department: Admin

Project Name: Truck for Maintenance

Amount requested: 59,552.49 Auxiliary will reimburse

Useful Life (years): 15

Item: Truck

Manufacturer: ISUZU

Model#: NAR 125K Truck

Included in Fiscal Year Budget: Yes No

Priority: High Medium Low

Desired Project Timing

Start Date: 8/21/25 Estimated Completion Date: 8/21/25

3. **Project Description/Justification**

(Include a detailed description of the project and justification. Attach additional documentation as necessary.)

This truck will replace the van that Maintenance currently uses. The van has been in the repair shop numerous times in the past few months and is almost past its useful life.

If the amount is over \$25,000 have the following bidding requirements been met: Please attach responses with CER form.

RFQ: Yes No N/A **RFP:** Yes No N/A **Public Bid:** Yes No N/A

3. Comparable Services Analysis

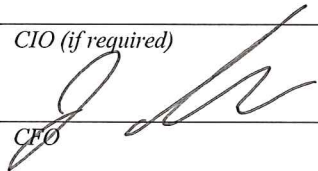
(Provide a breakdown of costs from comparable vendors Please attach quotes)

Vendor	Recommended Vendor (Y/N)	Amount \$
Unable to find comparable vehicle		

4. Authorization

Involves Facilities: Yes* No Involves Nursing: Yes* No Involves Technology: Yes* No
 * Yes to either of the above requires Plant Operations Manager, CNO, and/or CIO approval.

Signatures:

<i>Legal Counsel</i>	<i>Date</i>
<i>Plant Operations Manager (if required)</i>	<i>Date</i>
<i>CIO (if required)</i>	<i>Date</i>
 <i>CFO</i>	 <i>8/19/15</i> <i>Date</i>
<i>CNO (If required)</i>	<i>Date</i>
<i>CEO</i>	<i>Date</i>
<i>Department Manager</i>	<i>Date</i>

5. Administration Use Only

Finance Committee Approval Date: _____

Board of Directors Approval Date: _____

Notes:

Fw: EHI inventory for 08/07/2025 (1)

From John Lovrich <john.lovrich@sbcglobal.net>
Date Thu 8/14/2025 1:37 PM
To Heidi Sage <heidisage@kvhd.org>

CAUTION: This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

----- Forwarded Message -----

From: "jay@coachwest.com" <jay@coachwest.com>
To: 'John Lovrich' <john.lovrich@sbcglobal.net>
Sent: Thursday, August 7, 2025 at 08:46:55 AM PDT
Subject: FW: EHI inventory for 08/07/2025 (1)

Good morning

Take a look and let me know if this would work for you. I believe the price is 48,500 I might be able to get it a little lower.



1 Selected Vehicles

<p><u>2019 ISUZU NQR 12SK</u></p> <ul style="list-style-type: none">• 51,838 Odo WHITE	<p>NQR 12ft Stake</p> <ul style="list-style-type: none">• Unit:8GGQ5W• Vin:JALE5W163K7901935
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*Searched CarMax - did not have this type of truck available.



COACHWEST

P: 310.609.2900 F: 310.609.2354 E-Mail: Sales@CoachWest.com

1029 E. Dominguez St., Carson, CA 90746

Sales Rep:

PURCHASE CONTRACT

Date: 8/7/2025

BUYER INFORMATION

Company Name: Kern Valley Healthcare District

Contact Person:

Address: 6412 Laurel Avenue

City, State, Zip: Mountain Mesa, CA 93240

Email:

Phone:

VEHICLE INFORMATION

Year: 2019
Make: Isuzu
Model: NQR 12SK Truck
VIN Number: JALE5W163K7901935

Exterior Color: White
Top Color: White
Interior Color: Gray
Mileage: 51,838

VEHICLE OPTIONS

PRICE

VEHICLE OPTIONS	PRICE
Sold As Is	
Base Price:	\$ 49,500.00
Options:	
Discount:	\$ -
TOTAL ADJUSTED SALES PRICE:	\$ 49,500.00

Document: \$ 109.00

Destination:

Sales Tax: \$ 4,100.99

Smog: \$ 100.00

License: \$ 742.50

SUB-TOTAL: \$ 54,552.49

Down Payment:

Trade-In: \$ -

BALANCE DUE UPON DELIVERY: \$ 54,552.49

THERE IS NO COOLING OFF PERIOD:

California law does not provide for a "cooling off" or other cancellation period for vehicle lease or purchase contracts. Therefore, you cannot later cancel such a contract simply because you change your mind, decide the vehicle costs too much, or wish you had acquired a different vehicle. After you sign below, this contract may only be cancelled with the agreement of the seller or lessor or legal cause, such as fraud.

REGARDING USED VEHICLES:

Vehicle to be delivered to customer in good working condition. Buyer acknowledges existence of normal wear commensurate to age and mileage of vehicle. Furthermore, buyer acknowledges that CoachWest makes no warranties implied or otherwise regarding pre-owned vehicles.

CoachWest Representative Signature

Customer Signature

Date

Date

KERN VALLEY HEALTHCARE DISTRICT

Project: 23008 - KVHD Kitchen Equipment Replacement **Vendor:** Greenbough Design

Description of Work: Replacement of Dietary Kitchen Stove

Contracted Total: \$24,460.00

*Contracted total does not include reimbursable expenses, closing costs and other basic services provided, as stated in signed contract

Change Order Total: \$0.00

Change Order Description: No change order

Invoice Number:	<u>994</u>
1. TOTAL OF CURRENT INVOICE:	\$ <u>1,665.00</u>
2. TOTAL OF PREVIOUS INVOICE(S)	\$ <u>25,322.50</u>
3. TOTAL INVOICED TO DATE:	\$ <u>26,987.50</u>
4a. COSTS NIC - CONSTRUCTION MANAGEMENT, EXPENSES & BASIC SERVICES THIS INVOICE	\$ <u>1,665.00</u>
4b. COST NIC FROM PREVIOUS INVOICES	\$ <u>862.50</u>
4c. TOTAL OF NIC MANAGEMENT / EXPENSES TO DATE	\$ <u>2,557.50</u>
5. TOTAL OF CONTRACT INVOICED TO DATE:	\$ <u>\$24,460.00</u>
6. BALANCE OF CONTRACT INVOICED TO DATE:	\$ <u>\$0.00</u>
7. TOTAL ALL COSTS TO DATE:	\$ <u>\$27,017.50</u>

APPROVALS

Project Manager  Date: 8/21/25

Manager Plant Ops  Date: 8/21/25

CFO _____ Date: _____

CEO _____ Date: _____

Board _____ Date: _____

Other _____ Date: _____

INVOICE

BILL TO

Bob Easterday
Kern Valley Healthcare District
6412 Laurel Ave
Mountain Mesa, CA 93240

Date Aug 13, 2025
Invoice # 994
Project Name 23008 - KVHD Kitchen Equipment Replacement
Project No 23008
Please Remit By Sep 12, 2025
Payment Terms 30(days)

Balance Due: \$1,665.00

Project Description: 23008 - KVHD Kitchen Equipment Replacement

	Fee Summary		Previously Invoiced		Current Invoice		Remaining	
	%	Stipulated	% phase Completed	Amount Billed	% complete current inv	Value of Completed	Amount remaining	
Construction Documents and Regulatory Review	100.00%	\$24,460.00	100.00%	\$24,460.00	0.00%	\$0.00	\$0.00	
	100.00%	\$24,460.00	100.00%	\$24,460.00	0.00%	\$0.00	\$0.00	

Basic Services

Role	Hrs	Rate	Extension
<i>07 Construction Administration</i>			
Architect Assistant - Emily Mealer	1.00	\$70.00	\$70.00
Project Manager - Eric Peterson	3.00	\$155.00	\$465.00
	07 Construction Administration Total:		\$535.00
<i>08 Project Closeout</i>			
Architect Assistant - Emily Mealer	3.50	\$70.00	\$245.00
Project Manager - Eric Peterson	5.00	\$155.00	\$775.00
	08 Project Closeout Total:		\$1,020.00
	Basic Services Sub Total:	12.50	\$1,555.00

Expenses

Date	Name	Code	Expense Type	Description	Qty	Rate	Amount
<i>08 Project Closeout</i>							
07/08/2025	LR	Basic Services	Consultant: Mech/Plumb	Capital Engineering - Invoice 91819 - Steve Myers' time	1.00	\$110.00	\$110.00
				08 Project Closeout Total:			\$110.00
				Expenses Total:			\$110.00

Invoice Total: \$1,665.00

Thank you.