



# MORONGO BASIN HEALTHCARE DISTRICT

6530 La Contenta Road, Suite 100, Yucca Valley CA 92284 | 760.820.9229

## **RESPONSIBILITIES OF DIRECTORS**

**Section 4. Duties Powers and Responsibilities:** Generally, the Board shall have and exercise all the duties and responsibilities of a healthcare District as set forth in The Local Health Care District Law Chapter 2, Article 2, Sections 32121-32138. More precisely, the Board shall have the following duties and responsibilities:

- (a) To be responsible for the oversight of all operations and affairs of the District.
- (b) To make and enforce all rules and regulations necessary for the administration, government, protection and maintenance of the facilities or program under District jurisdiction.
- (c) To appoint a CEO, define the qualifications, duties and responsibilities of such appointee and evaluate performance at least annually.
- (d) To approve or disapprove all constitutions, bylaws and regulations, including amendments thereto, of all related subordinate organizations.
- (e) To establish policies for the operation of this District and its healthcare facilities.
- (f) To designate by resolution persons who shall have authority to sign checks drawn on the funds of the District.
- (g) To monitor and establish policies regarding agreements with independent contractors, including physicians and paramedical personnel.
- (h) To regularly monitor the quality and appropriateness of services being provided, to provide for resources and support systems for the quality assurance functions and risk management functions related to District related functions.
- (i) To do any and all other acts and things necessary to carry out the provisions of these Bylaws or of The Local Health Care District Law.

**Section 5. Compensation:** The Board is entitled to stipends as compensation for Directors attending regular Board meetings, special Board meetings, and Board committee meetings. The maximum number of meetings compensated per month shall not exceed five for members. In addition, each member of the Board shall be allowed his or her actual necessary traveling and incidental expenses incurred in the performance of official business of the District as approved by the Board.

---

## **OFFICERS OF THE BOARD**

**Section 1. Officers:** The officers of the Board shall be Board President, Vice President, Secretary and Treasurer. Officers shall serve in a respective office on a rotating basis such that all members of the Board shall, whenever possible, serve in each officer position during their term of office. Board members accepting nomination and election as officers of the Board shall be cognizant of additional time demands incumbent upon the position being nominated. In particular, nominees to the office of Board President shall be expected to be available for significant additional time demands in support of functions of the District.

**Section 2. Election of Officers:** The officers of the Board shall be chosen by the Board at the first regular meeting of each January, and each officer shall hold office one (1) year, effective immediately upon board approval, and until his or her successor shall be elected and qualified, or until he or she is otherwise disqualified to serve. However, subject to re-nomination and reelection by the Board, an Officer may serve in that same office for no more than two (2) consecutive years.

**Section 3. Nomination of Officers:** The President of the Board shall, as the first order of business of the regular meeting of each January, initiate the nomination of officers by asking the Clerk of the Board to receive the nomination recommendations and holding the election of officers. Upon the completion of the election of officers, the newly appointed President shall immediately resume chairmanship of the meeting. Elected officers assume responsibilities effective immediately upon board approval following their election as an officer.

**Section 4. Board President:** The Board shall elect one of their members to serve as Board President. If at any time the Board President shall be unable to serve, the Vice President shall serve in his or her place. If the Vice President shall also be unable to serve, the Board may appoint another member of the Board to do so, and such person shall be vested temporarily with all the authority and responsibilities of the office of Board President. The Board President or members of the Board acting as such:

- (a) Shall preside over all meetings of the Board and establish the agenda of each meeting.
- (b) Shall sign as Board President, on behalf of the District, all instruments in writing which he or she has been specifically authorized by the Board to sign.
- (c) Shall have, subject to the advice and control of the Board, general responsibility for oversight of the affairs of the District during his or her term of office.

**Section 5. Vice President:** The Vice President, shall, in the event of death, absence or other inability of the Board President, exercise all the powers and perform all the duties herein given to the Board President. The Vice President shall have such other powers and perform such other duties as may be prescribed from time to time by the Board.

**Section 6. Secretary:** The Secretary shall keep, or cause to be kept, accurate and complete minutes of all meetings of the Board, call meetings on order of the Board President, attend to all correspondence of the Board and shall have such other powers and perform such other duties as may be prescribed from time to time by the Board.

**Section 7. Treasurer:** The Board shall elect a Treasurer from its membership, whose duty shall be to ascertain that all receipts are deposited, and disbursements made in accordance with these Bylaws, the directions of the Board and good practice. The Treasurer shall have such other powers and perform such other duties as may be prescribed from time to time by the Board. The District Chief Financial Officer will serve as the Assistant Treasurer to maintain the financial records of the District, and cause to prepare such financial reports as are required by the Board.

*Note: This language is excerpted from the Board of Directors' bylaws.*

---