



CAMBRIA COMMUNITY HEALTHCARE DISTRICT

May 23, 2023

REGULAR BOARD MEETING MINUTES

A) OPENING:

- 1) The meeting was called to order at 9:01 am.
- 2) The pledge of allegiance was led by President Montalvo.
- 3) Motion to adopt a Resolution to allow the Board to conduct the Board meeting within the AB2449 guidelines was presented. Director Mileur motioned to approve, Director Mumper seconded, Board approved 4/0.
- 4) Board of Directors members Cecilia Montalvo, Laurie Mileur and Bruce Mumper were present. Director Dawn Kulesa was present via Zoom. Also present were incoming Director Iggy Fedoroff, Director of Operations/Administrator Tim Benes, Director of Finance Linda Henty and Office Manager Simone Rathbun.

B) PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA

Three members of the public were present.

C) CONSENT AGENDA

The Minutes from the April 25, 2023, Regular Board Meeting were submitted for review and approval. Director Mileur motioned to approve, Director Mumper seconded, Board approved 4/0.

D) SWEARING IN OF NEW BOARD MEMBER

President Montalvo read the Oath of Office to incoming Director Igor (Iggy) Fedoroff, who recited the Oath and was sworn in.

E) CLOSED SESSION

Adjournment to Closed Session at 9:05 am with Full Board, Administrator/Director of Operations, Director of Finance.

- a. Pursuant to Government Code section S4957.6-Conference with Labor Negotiator.
- b. Adjournment from Closed Session at 10:16 am.

F) REPORTABLE ACTIONS FROM CLOSED SESSION

None

G) REPORTS

- 1) Administrator/Operations Report: Tim met with Cambria Fire Chief Vincent to discuss building compliance issues. Remaining work includes windows and doors, and electrical. There was also discussion on a non-life safety issue related to HVAC. If the crews remain in the current building for the next few years, a new HVAC system with thermostatic control will need to be installed. Unit 22 should be arriving in June; the power-load system has been ordered. Monterey County has approved the rate increase effective 5/1/23.
- 2) Financial Review: Income and expenses identified and discussed. The County has not released the current list of Assessment Parcel Numbers (APN) used for the verification of tax assessments. The Final audit for FY 2020/21 has been received, and the fiscal year audit for

2021/22 has begun. The Auditor will be here for an onsite visit on 5/31 and 6/1. Trust donations in the amount of \$101.48 were received in April. Simone is continuing to attend education webinars through Vector Solutions and CalPERS.

3) Committee Reports

- A) President's Report: No additional report
- B) Property & Facilities/Facility Project Ad-Hoc: The committee met to discuss property updates, Fire Chief Vincent was in attendance and reviewed the list of life-safety issues that need to be completed by the deadline of July 11, 2023.
- C) Healthcare Advocacy & Outreach: Surveys have been distributed throughout the community, along with digital versions in both English and Spanish; with 81 responses received so far. Dawn added that she has tried four separate times to approach Cookie Crock about putting a table in front of the store, however they now have a new policy and no tables are allowed. So far two of the raffle prizes have been given out to happy recipients in the community. Director Kulesa suggested that we provide mental health resource information to the community, as well as publish in the CambriaCA.
- D) Finance: With the resignation of Director Nilon a replacement Chairman is needed for the committee. Director Mumper has volunteered to Chair this committee.
- E) Development: Director Mileur stated that the Community Projects Appropriations Grant has been trimmed down to \$1 million but it is still before Congress.

H) REGULAR BUSINESS

1. 2023-2024 Preliminary Budget – presented for consideration and possible amendment. Final proposed budget will be presented in June. Sections of the budget are discussed, with revenue being budgeted on the conservative side. Miscellaneous revenue discussed, which includes Monterey Contract income, rental income, GEMT reimbursement, bad debt recovery, as well as interest from LAIF and Money Market accounts. The payroll expense increase was discussed. The Workers' Compensation insurance coverage has increased by 33%, due to insurance buying pool. Linda has been directed to get additional quotes for this. Operating expense increase of 20% discussed, operating expenses above normal were identified. Grant funding for FY 23/24 ambulance purchase has been secured. Unit 22 will cost \$250,000; funded by reserve account of \$40,000, along with Grant revenue of \$20,800 from the Cambria Community Council and community donations, with a 5-year loan of \$189,200 payable for the remaining balance. Vector employee shift scheduling for \$3,500 discussed. This is a web-based system that is user friendly with employee accessibility. Facility repair and IT computer support were discussed, as well as the Facility Bond measure, and Grant and donation funding. Director Fedoroff motioned to accept the preliminary budget, Director Mumper seconded, Board approved 5/0.
2. Facility Update – An order has been placed with Poly Pro Windows and Doors to have two windows and three exterior doors installed prior to the July 11th deadline. The cost for this will be \$3,906.05.
3. Update to Policy 2160 Internal Controls – The District currently has an operating account, as well as a money market account which was established in January of 2023 for the purpose of holding Grant funds. Staff is recommending the Board approve procedure to transfer funds from the operating account to the Money Market account, upon approval of the Board President. The receipt of tax revenue can sometimes bring the operating account balance to over \$500,000, and anything above \$250,000 is not FICA secured. Transferring funds would keep account balance at \$250,000 or below to help risk of potential bank fraud.

Director Fedoroff suggested we contact Mechanics Bank regarding a limited access Money Market account, and modify this Policy update to include a second bank to establish a new Money Market account. Director Fedoroff motioned to approve, Director Mileur seconded, Board approved 4/0.

I) CLOSED SESSION

1. Adjournment to Closed Session at 11:25 am with Full Board, Director of Operations and Director of Finance.
 - a. Pursuant to Government Health & Safety Code Section 32155(1): Board discussion regarding two proposed property locations for new temporary health facility.
 - b. Pursuant to Government Code section 54957: Employee Review.
2. Adjournment from Closed Session at 12:24 pm.

J) REPORTABLE ACTION FROM CLOSED SESSION

None

K) DECLARATION OF FUTURE AGENDA ITEMS

1. Final Budget
2. Survey results
3. Resource booklet
4. List of Fire Inspection code violations with updates of repairs

L) ADJOURNMENT

The meeting was adjourned at 12:36 pm.

The next regular meeting of the Board of Directors of the Cambria Community Healthcare District will be held on June 27, 2023, at 9:00 am at the Old Cambria Grammar School, 1350 Main Street, Cambria, California.