

1 **CAMBRIA COMMUNITY HEALTHCARE DISTRICT**

2 **MINUTES**

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4 The regular meeting of the Cambria Community Healthcare District was held
5 Tuesday, January 25, 2010, at 6:30 pm in the Rabobank Community Room at
6 2001 Main Street, Cambria California.

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8 1. CALL TO ORDER/ESTABLISHMENT OF A QUORUM: President Bates
9 called the meeting to order at 6:35 pm.

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11 PRESENT: Greg Bates President
12 Kristi Jenkins Vice President
13 Frank Fratto Secretary
14 Bob Putney Trustee

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17 STAFF: Don Melendy Administrator
18 Heidi Holmes Administrative Assistant
19 Dan McCrain Operations Director

20 Trustee Headding was not in attendance.

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22 **PLEDGE OF ALLEGIANCE**

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24 2. PUBLIC DISCUSSION PERIOD: There was no public comment.

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26 3. AUDIT PRESENTATION: Mr. Pablo Torres, representing Moss, Levy and
27 Hartzheim reviewed the 2009/2010 Fiscal Year Audit.

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4. APPROVAL OF MINUTES:

Vice President Jenkins would like a period after CCHD on page #2, line 26, and on page # 3, line15 change the word by laws to bylaws. With these changes Trustee Putney made a motion to approve the minutes. Secretary Fratto seconded the motion, and the motion passed 4/0.

5. REPORTS: ADMINISTRATOR AND STAFF REPORTS, ANNOUNCEMENTS AND PRESENTATIONS.

Trustee and Staff discussed and reviewed the Financial and Ambulance activity reports for December 2010 and there were no significant issues or questions with respect to the submitted reports.

Administrator Melendy reported that we had a CPR class scheduled for Saturday the 22nd at the district office and e-mailed a press release well in advance to the Cambrian. Unfortunately they did not publish the announcement so we cancelled the class and will schedule another to be held in the near future. Administrator Melendy informed trustees that after researching the NFPA program geared toward senior citizens teaching home safety and fall prevention that are available including the one offered by San Luis City Fire, he will be ordering the Power Point presentation. The district will begin to offer free classes for the public and reaching out to other organizations such as CAN that are advocates for the elderly utilizing the presentation as part of the class.

Trustee Putney stated that the ad hoc committee met on January 18th and the desire was expressed by both CCSD and CCHD representatives to find cooperative areas where we could use the buying power of both agencies to reduce costs and look at options for maximizing tax payer dollars such as co-funding personnel. They also discussed the option of forming a JPA and reaching out to the county to see if there is merit to forming a multi agency JPA. Trustee Putney reported that Director Clift stated that the CCSD is

1 extremely interested in doing what they can to cooperatively reduce their costs while
2 still providing a high quality of service.

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4 President Bates reported that the facilities committee is not going to meet until CHC
5 responds to our letter of intent sent to them by Administrator Melendy requesting that a
6 representative from their agency meet with us.

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8 Secretary Fratto reported that the capital equipment committee met and established that
9 anything over fifty thousand would be a capital expense, the two items that fall into this
10 category are the heart monitors and ambulances.

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12 Trustee Jenkins reported that the operations committee did not meet but she wanted to
13 point out that 66% of our clients last year were covered by Medicare which pays a fixed
14 rate.

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16 Trustee Putney stated that he thought the district should think about instituting a non
17 resident dry run fee. President Bates asked staff to research not only the dry run fee but
18 to also gather information regarding the subscription ambulance service program idea
19 brought up by then Operations Director Melendy. Administrator Melendy will put these
20 items on the February agenda as discussion items

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23 6. DISCUSSION ITEMS:

24 A. Trustees discussed the template from ACHD affirming transparency and fiduciary
25 responsibilities and ethics of board members and directors.

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27 Secretary Fratto stated that he feels that the Oath of Office taken by each trustee is
28 already an affirmation of individual ethics, duties and responsibilities.

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President Bates stated that we have just signed the conflict of interest form and we are required to take the AB 1234 ethics course every 2 years.

Vice President Jenkins feels as we are members of ACHD and pay the dues required each year that she has no problem signing what she believes defines moral and ethical behavior for directors set forth by the ACHD.

Administrator Melendy suggested that trustees might want to consider reviewing the bylaws to decide if there are areas that need to be updated or changed.

Trustee Putney stated that he feels although the ACHD template is a good document he wonders if the public is best served by a document that if signed by all trustees and then if violated carries no penalty.

Vice President Jenkins would like the by-laws reviewed and put on the February agenda as a discussion item.

MOTION: Secretary Fratto made a motion for adjournment. The motion was seconded by Trustee Putney and carried 4/0. The meeting adjourned at 7:55 p.m.

Prepared and Submitted by:

Heidi Holmes, Administrative Assistant