

CAMBRIA COMMUNITY HEALTHCARE DISTRICT

Regular Board Meeting Minutes
Tuesday, December 20, 2011, 6:30 PM

AGENDA ITEM	DISCUSSION OR ACTION										
1. OPENING											
A. Call To Order	President Jenkins called the meeting to order at 6:30 p.m.										
B. Pledge of Allegiance	President Jenkins led the pledge of allegiance										
C. Establishment of a Quorum	<table border="0"> <tr> <td>President Jenkins</td> <td>Present</td> </tr> <tr> <td>Vice President Fratto</td> <td>Present</td> </tr> <tr> <td>Secretary Headding</td> <td>Present</td> </tr> <tr> <td>Trustee Putney</td> <td>Present</td> </tr> <tr> <td>Trustee Bates</td> <td>Present</td> </tr> </table> <p>Staff Present: Administrator Melendy Admin. Assistant Holmes Operations Director McCrain was absent</p>	President Jenkins	Present	Vice President Fratto	Present	Secretary Headding	Present	Trustee Putney	Present	Trustee Bates	Present
President Jenkins	Present										
Vice President Fratto	Present										
Secretary Headding	Present										
Trustee Putney	Present										
Trustee Bates	Present										
2. PUBLIC COMMENT FOR ITEMS NOT ON AGENDA	There was no public comment.										
3. ADMINISTRATION AND BOARD REPORTS											
A. Administrators Report	<p>Administrator Melendy presented the report and informed trustees that the auditors will be presenting their report at the January meeting as they are waiting for a letter from Steve Chanley at Employers Advocate Group.</p> <p>Administrator Melendy reported that he is getting a bid for dirt removal behind the professional building, also we have received the new routers and they will be installed next week, and that Paramedic Melendy has been working with Health Plus Pharmacy and they have donated a blood glucose monitor to the district.</p> <p>Administrator Melendy continued and reported that he met with CCSD General Manager Jerry Gruber and Fire Chief Mark Miller and they worked on an RFP to send out to consulting firms to look at various ways we could collaborate with the CCSD. Prior to the RFP being finalized, Crabtree Consulting Firm was suggested to facilitate a meeting between the districts as they specialize in Fire department management, agency consolidation and shared resources. At a</p>										

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	cost of \$1,000 they will give us an overview of the pros and cons of sharing services, consolidating services, cost, cooperation etc. Administrator Melendy, CCSD Manager Gruber and Fire Chief Miller recommended that we have a meeting with both the CCSD and CCHD boards on a Saturday and suggested the 1 st or 2 nd Saturday in February. Trustees will let staff know what date works best for each of them.
B. Ambulance Activity Report	Administrator Melendy presented the report.
C. Community Education	Administrator Melendy presented the report.
D. CIT Report	Administrator Melendy presented the report.
4. CONSENT AGENDA	Trustee Headding made a motion to accept the consent agenda. Trustee Fratto seconded the motion. Ayes-5, Noes-0.
A. Approve Minutes From November 22 , 2011	
B. Approve Expenditures For November, 2011	
C. Approve Financials and Budget Analysis November, 2011	President Jenkins would like to review the budget at the January meeting as trustees had discussed reviewing the budget every six months. Staff will put this as a discussion item on the January agenda.
5. DISCUSSION ITEMS	
A. Accounts Receivable Process	Administrative Assistant Holmes reported on billing procedures, statutes regarding bill payment parameters, delinquency and recovery of patient monies.
6. ACTION ITEMS	
A. LEASE WITH LIMBERG EYE SURGERY	Administrator Melendy Stated that the lease for Limberg Eye Surgery expires at the end of December and they have expressed interest in renewing the lease for a period of 3 years, and have indicated that they would like to do some modifications to the office.

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	Trustee Bates made a motion to accept the lease. Trustee Heading seconded. Motion carried. Ayes-5, Noes-0.
B. LEASE WITH COMMUNITY HEALTH CENTERS	Administrator Melendy reported that he did receive documentation from CHC that they have a lease extension for the district office until April 30, 2012. As that is just a few months away he recommends going month to month with CHC until April 30 th , and working on a long term lease from May 1 st forward with specific verbiage relating to their 2 year agreement with the County including them not meeting certain “trigger points” and having to close the practice or reduce the number of days they are open or services they provide. Trustee Heading made a motion to approve the lease. Trustee Fratto seconded. Motion carried. Ayes-5, Noes-0.
7. ADJOURNMENT	Trustee Heading made a motion to adjourn at 7:35 p.m. Trustee Bates seconded. Motion carried.