

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, February 22, 2011, 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 6:30 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
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20 Trustee Headding arrived during the closed session.
21 Operations Director McCrain was not in attendance.

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23 **PLEDGE OF ALLEGIANCE**

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

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27 3. CLOSED SESSION: Beginning at 6:32, a Closed Session was convened to
28 discuss an employee matter per section 54957.

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OUT OF CLOSED SESSION @ 7:00: President Bates reported that discussed during the closed session was the interim Administrator position held by Don Melendy. Trustees accepted Administrator Melendy’s request to end his part time employment as Administrator with the date to be approximately June 30, 2011 and the possibility of hiring Mr. Melendy back on a month to month basis past that time as necessary. The operations committee will begin the process of reviewing options to fill the position.

4. APPROVAL OF MINUTES:

Vice President Jenkins made a motion to accept the minutes. Trustee Putney seconded the motion.

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

Trustee and Staff discussed and reviewed the Financial and Ambulance activity reports for January 2011 and there were no significant issues or questions with respect to the submitted reports.

Administrator Melendy reported that there are still issues with the roof leaking at the CHC building. Cencal roofing company will be coming next week to fix the problem.

Trustee Putney stated that the ad hoc committee met on February 14th and discussed cost savings, economy of scale and collaboration while maintaining the quality of service that we have now.

Vice President Jenkins reported that the facilities committee is still waiting for a reply

1 from CHC regarding their operation status.

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3 Trustee Putney reported that the capital equipment committee would like to have the
4 payoff amount for the Sprinter lease as a discussion item for the March meeting.

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6 Trustee Heading stated that the operations committee will begin the process of
7 reviewing options for filling the Administrator position.

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10 6. DISCUSSION ITEMS:

11 A. Trustees discussed reviewing and changing the District By-Laws.

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13 President Bates would like to suggest that under section 2.5, General Duties, that we
14 change the wording to allow more leeway for the board to dismiss without cause.

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16 Trustee Putney feels that this section needs more scrutiny and would like to see any
17 changes reviewed by legal counsel.

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19 Trustee Heading remarked that section 7.5 which refers to trustees making public
20 statements is ambiguous and needs to be better defined.

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22 B. Administrator Melendy reported on the information that he has gathered per trustees
23 request concerning dry run fees, specific costs associated with dry runs, what certain
24 agencies are billing for and issues associated historically with imposing a dry run fee.

25 Administrator Melendy recommended that we initiate a dry run fee for those patients
26 who we begin ALS procedures on and then they refuse transport and not charge for the
27 termination of cardiac arrest events in the field. He suggests we modify our incident
28 reporting program to allow personnel to enter whether the patient was local and if any

1 supplies were used, either BLS or ALS to begin tracking the data for the monthly
2 reports.

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4 Trustee Putney does not want to impose a dry run fee on locals only on non residents.

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6 Trustee Heading proposed that we monitor the cost of supplies used on dry run calls for
7 6 months and then make a decision based on that data.

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9 C. Administrator Melendy reviewed subscription ambulance services and the
10 implementation of this service. He will put together a proposal with a fee structure and
11 speak to Connie Davidson to see what her fees would be to help promote the program.

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13 Trustee Jenkins expressed concern that perhaps there might not be enough people in our
14 area to subscribe to this program, and how would we recoup monies owed particularly
15 from those people who are not covered by insurance.

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17 Trustee Putney would like the guideline for this program to be very clearly defined.

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19 7. ACTION ITEMS:

20 A. NOMINATION FOR LAFCO SPECIAL DISTRICT MEMBER

21 Trustees decided not to nominate anyone to the LAFCO board.

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23 B. NOMINATION FOR ACHD BOARD OF DIRECTORS

24 Trustee Putney made a motion to nominate Trustee Jenkins to the ACHD Board of
25 Directors. Trustee Jenkins seconded the motion. The motion passed 5/0.

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27 C. COMMUNITY HEALTH CENTERS LEASE

28 Administrator Melendy reported to trustees that the lease with CHC for the professional

1 building expires in March. At this time CHC officials have told Administrator Melendy
2 that they are not in a position to engage in a long term lease until they have concluded
3 contract negotiations with the county and have asked us to consider a month to month
4 lease with them. Administrator Melendy recommends that trustees agree to this until
5 June 30th at which time he feels that CHC should be in a position to engage in a long
6 term contract or make other arrangements. Administrator Melendy stated that the
7 negotiation with San Luis County should be concluded within the next 30 days giving
8 CHC ample time to make a decision.

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10 Trustee Headding made a motion to engage in a month to month lease with Community
11 Health Centers not to extend past June 30, 2011. Secretary Fratto seconded the motion.
12 The motion passed 5/0.

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15 8. ADJOURNMENT: MOTION: Trustee Headding made a motion for adjournment.
16 The motion was seconded by Vice President Jenkins and carried 5/0. The meeting
17 adjourned at 8:15 p.m.

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19 Prepared and Submitted by:

20 _____
21 Heidi Holmes, Administrative Assistant