

CAMBRIA COMMUNITY HEALTHCARE DISTRICT

Regular Board Meeting Minutes
Wednesday, November 15, 2017
1 p.m.

| AGENDA ITEM | DISCUSSION OR ACTION |
|---|---|
| 1. OPENING | |
| A. Call To Order | President Putney called the meeting to order at 1:00 p.m. |
| B. Pledge of Allegiance | President Putney led the Pledge of Allegiance. |
| C. Establishment of a Quorum | President Putney Present Vice President Meyer Present Secretary Wood Present Trustee Gray Present Trustee Bianchi Present <u>Staff Present</u> Administrator Sayers Operations Director Melendy Administrative Clerk Harper |
| D. Report from October 18, October 30, and November 9, 2017, Special Meeting Closed Sessions | Trustee Putney reported that there was no reportable action. |
| 2. PUBLIC COMMENT | PUBLIC COMMENT: Iggy Fedoroff Lisa Tanzman Lucille Moore Elly Cannon Betty Swierk Sheri Parisian Dick Thorne |
| 3. CONSENT AGENDA | Trustee Meyer pulled Item 3D for clarification of a Check Detail entry. Trustee Gray pulled Item 3A for clarification regarding the roofing project for Main Street, the finance situation, the response fee for Monterey County, and the annual audit. She pulled Item 3B to discuss the Emergency Notification Form, and Item 3E to request a correction to the October 18, 2017, Board Meeting minutes. Trustee Meyer moved to approve Consent Agenda Item 3C. Trustee Bianchi seconded the motion. Motion carried 5/0. |

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3. Continued

3A – Trustee Gray asked Administrator Sayers to clarify when the roofing project can be expected to start. Administrator Sayers stated that he plans to put it in the Board Meeting packet for discussion. Trustee Putney suggested staying with the Consent Agenda, and this issue is addressed in Item 5C.

Trustee Gray requested that Administrator Sayers address what is being done to resolve financial shortages. Administrator Sayers identified several measures under consideration, including rate increases on revenues, and reduced billing costs.

Trustee Gray requested clarification regarding progress with the AMR rate increase. Administrator Sayers stated that the letter has been sent, per Board direction, and that there has been no delay. He is, however, ensuring that the correct steps are taken in this process.

Trustee Gray asked for an explanation of the “Going Concern Issue” with regard to the audit. Administrator Sayers stated that this is in the beginning stages, and he’ll be looking at a draft from Clifton Larson Allen, then providing them with a management mitigation plan, which has been in the works for several months now.

Trustee Bianchi moved to approve Consent Agenda Item 3A.

Trustee Wood seconded the motion.

Motion carried 5/0.

3B – Trustee Gray stated that the Emergency Notification Form still needs some work, including some Spanish translation, 12-hour time rather than military, and a place for the transported person’s name.

Trustee Meyer moved to approve Consent Agenda Item 3B.

Trustee Bianchi seconded the motion.

Motion carried 5/0.

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| <p>3. Continued</p> | <p>3D – Trustee Meyer asked Trustee Gray for clarification of a Check Detail entry for mileage reimbursement, with Trustee Gray as the payee. Trustee Gray explained that she was at a Public Health Department meeting, as part of the work of the Healthcare Advocacy Committee, and requested mileage reimbursement in keeping with Board policy.</p> <p>Trustee Bianchi moved to approve Consent Agenda Item 3D.</p> <p>Trustee Wood seconded the motion.</p> <p>Motion carried 5/0.</p> <p>3E – Trustee Gray requested a correction to her statements in Section 3A of the October 18, 2017, Board Meeting minutes. She asked that they be changed to read, “Housing our crews is our most pressing need.”</p> <p>Trustee Meyer moved to approve Consent Agenda Item 3E.</p> <p>Trustee Bianchi seconded the motion.</p> <p>Motion carried 5/0.</p> <p>PUBLIC COMMENT: None</p> |
| <p>4. VERBAL REPORTS</p> | |
| <p>A. MONTHLY FINANCIAL REVIEW</p> | <p>Administrator Sayers reviewed October revenues, fund balance, transports, and budget amounts.</p> <p>Board discussion followed regarding the Facility Repair line item on the Budget Analysis, and CCHD’s cash flow.</p> |
| <p>B. PROPERTY AND FACILITIES AD HOC COMMITTEE REPORT</p> | <p>Trustee Wood stated that there was no report from the Property & Facilities Ad Hoc Committee, and that there had been no recent meeting.</p> |

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| <p>C. OTHER COMMITTEE REPORTS</p> | <p>Trustee Gray gave the Healthcare Advocacy Committee report. She gave updates on the progress of First California Physician Partners, and the dental program that will provide services to Cambria children.</p> <p>She also announced that a French Hospital doctor will begin a home visit practice for Cambria's Medicare population.</p> |
| <p>5. REGULAR BUSINESS</p> | |
| <p>A. TRUSTEES REVIEWED AND TOOK ACTION ON FINDING ALTERNATIVE FUNDING SOURCES FOR BUILDING OR REMODELING EXISTING FACILITIES, INCLUDING PROJECT HEARTBEAT.</p> <p><u>TIME ON TAPE 49:30</u></p> | <p>Trustee Gray presented Item 5A. She has looked into the Project Heartbeat Endowment Fund as a possible source of funding for CCHD's current needs.</p> <p>PUBLIC COMMENT: None</p> <p>Board discussion of the possibility of funding through Project Heartbeat followed.</p> <p>Trustee Gray moved that the Board write a letter to the two donors of the Project Heartbeat Endowment Fund, requesting consideration of our need for an ambulance, support for remodeling our crew quarters, and potentially even recognizing that that might require modification of their stated purpose in the Donor Advised Endowment Fund Agreement.</p> <p>Trustee Bianchi seconded the motion.</p> <p>Motion carried 5/0.</p> |
| <p>B. TRUSTEES CONSIDERED ADDING DISPATCH TIME AND LOCATION TO THE TRANSPORT ACTIVITY REPORT, AND TOOK ACTION.</p> <p><u>TIME ON TAPE 56:59</u></p> | <p>Trustee Gray presented Item 5B, explaining that it had been held until this meeting for input from Operations Director Melendy. Board discussion regarding adding the dispatch time and location onto the Transportation Activity Report followed.</p> <p>Trustee Gray moved that the dispatch time and a geographically useful area be added to the Transportation Activity Report.</p> <p>Trustee Bianchi seconded the motion.</p> <p>PUBLIC COMMENT: None</p> <p>Board discussion of this Item continued.</p> |

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| <p>B. Continued</p> | <p><u>Roll Call Vote:</u> Trustee Gray-Aye Trustee Wood-Aye Trustee Bianchi-Aye Trustee Meyer-No Trustee Putney-Aye</p> <p><u>Motion carried-Ayes-4, Noes-1.</u></p> |
| <p>C. ADMINISTRATOR SAYERS PROVIDED AN UPDATE FROM VANIR CONSTRUCTION MANAGEMENT ON THE MAIN STREET PROPERTY FOR DISCUSSION AND ACTION.</p> <p><u>TIME ON TAPE: 1:07:32</u></p> | <p>Administrator Sayers presented Item 5C, providing an update on the Main Street property from Vanir Construction Company Management. He was told by Kim Bobic, project manager for Vanir, that CCHD can go ahead with the Cen Cal roofing bid. Because Cen Cal is booked through February, Administrator Sayers looked to the Board for direction.</p> <p>PUBLIC COMMENT: Wilbur Walker</p> <p>Trustee Gray made a motion to ask Administrator Sayers to get two bids as soon as possible from people who feel they would potentially be able to repair the roof quickly.</p> <p>Trustee Bianchi seconded the motion.</p> <p>Trustee Putney gave further comment on this issue, and reiterated Gray's motion.</p> <p>Motion carried 5/0.</p> |
| <p>D. TRUSTEES DISCUSSED THE DATE OF THE DECEMBER MEETING.</p> <p><u>TIME ON TAPE 1:13:48</u></p> | <p>Trustee Meyer presented Item 5D, regarding changing the December meeting date so it's not too close to the Christmas holiday. The Board agreed to change the date and time to Wednesday, December 13, at 10 a.m.</p> |
| <p>6. DECLARATION OF FUTURE AGENDA ITEMS</p> | <p>Trustee Putney requested the nomination and election of officers.</p> <p>Trustee Gray requested discussion of a sexual harassment policy.</p> <p>Trustee Gray requested discussion of CCHD's general counsel position being put out for bids.</p> |

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| 7. ADJOURN TO CLOSED SESSION | Trustee Putney adjourned to Closed Session at 3:20 pm. |
| 8. ADJOURNMENT | Trustees came out of Closed Session at 4:00 pm. At that time, Trustee Putney adjourned the meeting. |

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