

**CAMBRIA COMMUNITY HEALTHCARE DISTRICT**

Regular Board Meeting Minutes

Wednesday, January 16, 2019

1:00 p.m.

**1. OPENING**

**A. Call to Order**

President Gray called the meeting to order at 1:00 p.m.

**B. Pledge of Allegiance**

President Gray led the Pledge of Allegiance.

**C. Establishment of a Quorum**

A quorum was established.

Directors present: President Gray, Vice President Mileur, Director Rice, and Director Hernandez.

Staff present: Administrator Services Manager Nagy.

**D. Adjourn to Closed Session**

**2. CLOSED SESSION:**

President Gray adjourned to Closed Session at 1:02 p.m., pursuant to Government Code Section 54957(b)(1): Public Employee Appointment – District Administrator.

**3. OUT OF CLOSED SESSION**

Directors came out of Closed Session at 1:40 p.m. President Gray called the Regular Meeting to order at 1:43 p.m.

President Gray reported on the Closed Session: The Board had decided to accept the administrator contract, providing public feedback concurred.

Public Comment: None

President Gray announced the appointment of Maureen Robles-Wilson as Administrator.

**4. OTHER OPENING ITEMS**

**D. DISTRICT ADMINISTRATOR COMPENSATION**

Director Gray provided a summary of Administrator Robles Wilson's experience, her starting date, hours per week, salary, and benefits.

**E. EMSA 2018 CCHD Ambulance Service Quality Report**

EMSA Coordinator Douglas Brim gave a presentation, with an overview and a system-wide QI of the following statistics: Scene Time, Nature of Complaint, Medical Complaint, Behavioral Emergencies, Trauma Calls, Response Times, Distribution of Calls, Call Volume by Hour of Day, and other pertinent statistics regarding district transports.

At this time, Director Gray went back to Item 4D, and asked for a motion to hire the new Administrator.

Director Rice made a motion that the CCHD hire Maureen Robles Wilson as the district's Administrator for the next year.

Director Mileur seconded the motion.

Public Comment: None

Motion carried 5/0.

During the Declaration of Agenda Items at the end of the meeting, Director Rice amended his motion to add not only hiring Ms. Robles Wilson as the Administrator, but also to include her as signer on all CCHD's bank accounts at Rabobank.

Trustee Gray seconded the motion.

Motion carried 4/0.

At this time, Director Gray went back to Item 3, and reported out of Closed Session that both the 12-12-18 and 12-18-18 sessions had no reportable action. At the 12-18-18 Closed Session, the Board directed the Executive Committee to work with Legal Counsel Jeff Minnery and Maureen Robles Wilson to develop a contract for the District Administrator position.

## **5. PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA**

Public Comment: None

## **6. CONSENT AGENDA**

Director Rice pulled Item B. Director Gray pulled Items A and C.

At this time, Director Gray stated that the Board would ask questions and then go back and approve the Consent Agenda items all together.

6A – Director Gray requested having the “dual call” page contain the same information as on the regular activity page. Administrative Services Manager Nagy will pass this on to the IT Tech and Operations Director.

6B – Director Rice inquired as to the current status of the GEMT appeal. Administrative Services Manager Nagy responded that this matter continues to be discussed and she hopes to hear from the judge in February 2019. Director Rice also inquired as to whether payment for the new ambulance had been received from Project Heartbeat. Administrative Services Manager Nagy clarified that it had been

received. Director Rice made additional inquiries into the benefits of the CSDA membership, legal fees - which he will agendize for the Finance Committee, and the impact of the ambulance schedule change.

6C – Director Gray requested some changes to the December 12, 2018, Regular Meeting minutes.

Director Rice made a motion to accept Consent Agenda Items A-D.

Director Gray seconded the motion.

Motion carried 4/0.

At this time, Administrative Services Manager Nagy noted, for the Operations Director Report, that Operations Director Melendy had provided the Board with copies of the AMR contract with Monterey County, and the contract with SLO County.

## **7. VERBAL REPORTS**

### **A. MONTHLY FINANCIAL REVIEW**

Administrative Services Manager Nagy reviewed December revenues, fund balance, transports, and budget amounts. She also reported that the audit has been completed.

### **B. COMMITTEE REPORT**

Director Mileur reported for the Healthcare Advocacy and Education Committee. She and Director Hernandez met twice with Operations Director Melendy and Paramedic Tim Benes to discuss the outreach calendar and existing activities. Discussions have included expansion of activities and ways to fund . Other Committee business included research on opioid programs, plans to reassess healthcare services in the community, and requesting standardization of budget requests.

## **8. REGULAR BUSINESS**

### **A. DISCUSSION AND REVIEW OF 2019 GOALS AS PROVIDED BY BOARD COMMITTEES.**

Director Gray presented Item 8A, regarding each committee developing goals for 2019. This item will be on February's agenda.

### **B. DISCUSSION OF MOVING TO A SIMPLIFIED VERSION OF BOARD MINUTES, FOR ACTION.**

Director Gray presented Item 8B, and a sample of the CCSD meeting minutes. These may be easier to produce and therefore help cut costs.

Director Hernandez made a motion to simplify the minutes.

Director Rice seconded the motion.

Motion carried 4/0.

### **C. UPDATE ON THE LOCAL HAZARD MITIGATION PLAN ANNUAL REVISION: PRESIDENT GRAY.**

Director Gray presented Item 8C, providing an update on the LHMP annual revision. The Board reached consensus to have her suggest to Chief Hollingsworth and Dave Pierson that the Property and Facilities Committee and Administrator Robles Wilson attend their upcoming meeting.

## **9. DECLARATION OF FUTURE AGENDA ITEMS**

At this time, Administrative Services Manager Nagy notified the Board that approval for the Administrator to be a signer on checks should be recorded in the minutes, with the person's name.

Director Rice amended his motion to add not only hiring Ms. Robles Wilson as the Administrator, but also to include her as signer on all CCHD's bank accounts at Rabobank.

Trustee Gray seconded the motion.

Motion carried 4/0.

- A. Invite Don Melendy from Project Heartbeat to speak.
- B. Report on slide and crew quarters assessment.
- C. Inventory list of equipment from the Operations Director, and what is recommended for sale or disposal.
- D. CSDA membership value analysis.
- E. Board goals for analysis.

President Gray adjourned the meeting at 4:13 pm.