



# CAMBRIA COMMUNITY HEALTHCARE DISTRICT

## JANUARY 25, 2022

### REGULAR BOARD MEETING MINUTES

#### A) OPENING

- 1) The meeting was called to order at 9:04 AM.
- 2) The Pledge of Allegiance was led by Director Fedoroff.
- 3) Vice President Iggy Fedoroff was present, along with Secretary Diane Kubat, and Directors Bill Rice and Laurie Mileur. President Cecilia Montalvo was present via phone. Also present were Administrator Mike McDonough, Operations Manager Tim Benes, Administrative Assistant Simone Rathbun, as well as Rob Nash from Vanir Construction and Jon Isom of Isom Advisors.

#### B) PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA

There were no members of the public present at this meeting.

#### C) CONSENT AGENDA

The Minutes from the December 21, 2021 Regular Board meeting were reviewed and presented for approval. Director Rice motioned to approve; Director Mileur seconded; Board approved 5/0.

#### D) REPORTS

- 1) OPERATIONS REPORT – Director Fedoroff inquired about the application for a WEX card for fuel. Tim stated that there has been no denial or approval from WEX yet, but they would require us to have a cash deposit. Mobil would require an ETF connection to our checking account. Director Fedoroff stated that the \$1.00 per gallon savings through WEX would warrant a \$500 deposit. Director Rice stated we need to close the Chevron account if this is the case. Chief Hollingsworth has approved use of the new space made available from CHC moving out if an alarm system is installed. Director Rice asked why the number of transports is beginning to increase. Tim responded that the flu is coming back with a vengeance.
- 2) ADMINISTRATOR'S REPORT & FINANCIAL REVIEW – A Trust account update was given. Recent donations received from the mailing campaign are approximately \$35k. The Trust account will be moved to Pacific Premier Bank within the next few days. Financial addendums were passed out, including a correction relating to a \$39k transfer from the Operating account to the LAIF account in November.
- 3) COMMITTEE REPORTS
  - A) President's Report – Nothing to report
  - B) Property & Facilities/Facility Project Ad-Hoc – Refer to agenda items E1 and E2.
  - C) Healthcare Advocacy & Outreach – Committee did not meet.

- D) Finance – The Committee did meet and reviewed and approved the mid-year budget, which is agenda item E3.
- E) Grants – Committee did not meet.
- F) Staffing Ad-Hoc – Committee did not meet.
- G) Trust Fund Marketing Ad-Hoc – As previously mentioned by Mike, nearly \$35k in donations were received, ranging from \$10 to \$10,000. Director Fedoroff has asked Mike to send out a press release indicating that we are trying to raise funds for an ambulance, as we currently have one that is requiring a lot of service and maintenance. A new one would cost up to \$200k once fully equipped and we are trying to raise funds for this. We have another ambulance with over 100k miles that will need to be replaced in approximately 4 years. The community has made close to 140 separate donations, at a cost to the Trust of \$2800 for the mailing.

**E) REGULAR BUSINESS**

1) Presentation by Vanir Construction: Pre-design Services Report – Rob Nash. Director Mileur acknowledged both Rob and Vanir for their hard work and dedication to the project, as well as Don Sather, Bruce Beery, Gary Moyer and the entire committee. Rob Nash stated that the current building is not compliant with current codes and regulations. The electrical system is in extremely poor condition, and other than fire extinguishers there is no fire protection. Replacement of the building is recommended above renovation.

Mr. Nash presented three conceptual plans for a new replacement facility with an ambulance garage. He also presented an estimated budget for the project which totals 8.5 million.

Director Fedoroff asked if there were any comments or questions from either the public or any of the Director's. Director Rice inquired about the existing debris wall. A low 3 foot retaining wall is recommended as a solution to the existing debris wall. All structures would be 15 feet from the bottom of the hill. Director Rice then inquired as to why the design includes both a diesel generator, and a battery backup system. Mr. Nash stated that there is a lack of clarity about the revised energy code so this is a conservative assumption.

After the presentation Director Fedoroff suggested that any decision about the new facility be tabled until after Jon Isom's presentation.

2) Presentation by Jon Isom, Municipal Advisor, of Isom Advisors. Mr. Isom stated that an \$8 million bond would cost the taxpayers approximately \$11.00 per year, per \$100k of assessed property value, for standard construction, and \$9.25 per year for modular construction. The steps were then presented to explore the feasibility of a bond.

Director Fedoroff entertained a motion for the Board to accept the traditional build method proposed by Vanir, and further to engage Isom Advisors to be our municipal bond advisor for this project, and to go forward with the community survey. Director Mileur suggested that we get the community survey results before we decide on a traditional or modular build; as well as getting community's perspective on a new facility. President Montalvo and Director Fedoroff stated that Jon Isom should have a methodology asking that question so that the voters would understand, and educate them about the bond. Director Fedoroff then modified the motion to authorize the Administrator to enter into contract with Isom Advisors and authorize expenditure not to exceed \$10,000 for a community survey, to be done during the month of February; President Montalvo seconded, Board approved 5/0.

3) The mid-year budget review was presented and questions addressed. Director Rice commented we are projecting a slight surplus of \$3,643 after the \$39k transfer to contingency reserve. Intent is to do another evaluation in April/May/June to see if any additional dollars can be transferred as well. Director Fedoroff entertained a motion to approve; Director Rice motioned, President Montalvo seconded; Board approved, 5/0.

4) The 5-year capital plan was presented by Director Rice. He stated this does not include any replacement of current facility; it is basically for replacing ambulances. Safety equipment and some computers also need to be replaced but the big numbers are for ambulances, but are financed over a 4 to 5- year period. These will be staggered so that no more than two payments are being made at the same time. New vehicles versus remounts were discussed. Director Rice motioned to approve, President Montalvo seconded, Board approved 5/0.

5) 2022 Committee Assignments – President Montalvo stated that the executive committee is herself and Iggy Fedoroff as Vice President. The Trust Fund Marketing committee needs a Chair. Director Rice stated that he would not to Chair any more committees, so Vice President Fedoroff stated he would Chair this committee.

6) PERS expense explanation – tabled to the February 2022 Regular Board meeting.

7) KPI second Quarter Report – tabled to the February 2022 Regular Board meeting.

8) Accounts Receivable Scorecard update – tabled to the February 2022 Regular Board meeting.

#### **F) DECLARATION OF FUTURE AGENDA ITEMS**

1. Results of the Isom community survey.
2. Agenda items 6, 7 and 8 as above.

A Special Board Meeting will be held on February 15, 2022 at 9:00 am, for Administrator McDonough's scheduled review.

#### **G) ADJOURNMENT**

The meeting was adjourned at 12:00 pm.