

**CAMBRIA COMMUNITY HEALTHCARE DISTRICT**  
**Regular Board Meeting Minutes**  
**Wednesday, June 19, 2019**

**1. OPENING**

**Call to Order**

President Gray called the meeting to order at 1 PM

**Pledge of Allegiance**

President Gray led the Pledge of Allegiance

**Establishment of a Quorum**

All five members of the Board of Directors were present.

Staff present: Interim Administrator Steve McGrath and Interim Ops Director Tim Benes

**2. PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA**

None.

**3. CONSENT AGENDA**

President Gray asked the board to concur with moving discussion of the reports under agenda item 5 to immediately follow the Consent Agenda. The Directors unanimously concurred.

A. The minutes of the Regular May 15, 2019 minutes were approved by the Board 5/0.

B. CPI increase to Special Assessments were reviewed. Resolution 08-19 ratifying the Special Assessment CPI adjustment for 2019/2020 was adopted by the Board 5/0.

C. Resolution 07-19 adding Interim Administrator McGrath as authorized signatory on all District bank accounts was adopted by the Board 5/0. The recommendation to adopt a change to District ByLaws Article VIII, by adding §2.2 to permit single signature check approval up to and including \$500 was adopted by the Board 5/0. The new policy applies with immediate effect. Director Fedoroff will make the necessary change to the ByLaws as suggested by the Administrator in the Board Packet and forward to the Administrator.

**4. REGULAR BUSINESS**

A. The 2017/2018 Financial Audit results were presented by Administrator McGrath and Director Rice. As presented on page 15 of the audit report, the auditor provided a “clean” opinion and NOT a “going concern” opinion — this means it was positive. The auditor went on to report that changes implemented in the current fiscal year should further positive results. Director Rice moved to accept audited results, Director Fedoroff seconded the motion and the Board unanimously approved 5/0.

B. Revised District rates were presented for adoption as Resolution 09-19. The resolution was modified to change the Special Event category to include: “Administrator to negotiate based on scope, extent, duration and complexity of the event.” The Board voted 5/0 to adopt the new rate schedule as modified effective July 1, 2019.

C. The final fiscal year 2019/2020 budget Resolution 10-19 was presented. Director Rice moved that the budget as presented be approved, Director Mileur seconded the motion and the budget with revenue of \$1,725,024 and expense of \$1,722,710 was approved by the Board 5/0.

D. Staffing authority was presented by Administrator McGrath and discussed by the Board. The Administrator was asked to remove the administrative assistant position as this position was no longer a valid District position. Further, it was

determined that Staff would analyze costs associated with providing another full time EMT (currently in an unfunded status) vs. staffing with part time employees (funded as such in the 2019/2020 approved budget) and present to the Finance Committee and eventually to the Board for a final decision on whether to convert it to full time.

- E. The recruitment approach for a new, full time Administrator was discussed. The search committee will meet on Monday at 9 AM to discuss the matter further. The Board voted 5/0 to revisit this matter at its next meeting (see Note below).
- F. The status of Committee Goals and Objectives for calendar year 2019 were presented for the Healthcare Advocacy and Education, Finance as well as the Property and Facilities standing committees. President Gray commended the members of each committee for the excellent progress achieved.
- G. The Special District Risk Management Authority's election ballot was reviewed and vote taken to re-elect the two incumbents and a new Director — Jesse D. Claypool. The completed ballot will be forwarded by Staff to SDRMA.

Note: The Directors agreed to hold a Special Meeting on Friday, July 5, 2019 at 9 AM to address at least the following four items (others may be added as issues arise):

1. Decide on a proposed change in the monthly regular Board meeting time;
2. Appoint a CCHD labor negotiator;
3. Approve the Administrator recruitment plan;
4. Hold a Closed Session to address possible labor negotiations and pending litigation.

## **5. REPORTS** (These items were presented before Regular Business as approved by the Board)

Interim Administrator McGrath presented his report and satisfactorily answered Directors' questions. One item that should have been covered in the report but was overlooked was inclusion of an update on the Health District that would be placed in a tri-fold flyer side-by-side with reports from the School District and the CCSD. The flyer would be included in an upcoming water and sewer bill mailing, and the cost to the District would be minimal. Directors concurred in a periodic mailer being sent to Cambria residents. A similar mailing for other District residents will be considered. Director Rice presented the May financial report: the District received \$35K less in ambulance revenue, but this was partially offset by \$17K in unexpected tax revenue and \$10.5 K in Monterey County revenue with a net \$3.7K less revenue. Cost had a positive variance of \$13K on deferred Facilities expenditures. Over-budget med costs were incurred for stocking Unit 20 when it arrives and to replace expiring meds. Although the District had budgeted a \$42K deficit, it ended the month with a positive variance of almost \$10K.

Committee reports were presented as follows:

Healthcare Advocacy and Education Committee: Fall prevention classes were successfully completed May 16 with very positive feedback from participants. The committee did not otherwise meet.

Finance Committee: Had two meetings in late May and early June to develop the budget for 2019/2020.

Property and Facilities Committee: Director Fedoroff passed out the minutes of the June 5, 2019 Property and Facilities Committee Meeting and reviewed each item — building inspection, HVAC provision for Suite B, parking lot repair and resurfacing, hillside geology report peer review, tree inspection and the status of additional space review by President Gray and Administrator McGrath.

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

None declared.

## **7. ADJORNMENT**

The meeting was adjourned at 4:19 PM