



# **CAMBRIA COMMUNITY HEALTHCARE DISTRICT**

## **MARCH 16, 2021**

### **BOARD MEETING MINUTES**

Due to Coronavirus-19 concerns, this meeting was held via Zoom.

#### **A) OPENING**

- 1) Call to order

The meeting was called to order at 5:31 pm.

- 2) Pledge of Allegiance

The Pledge of Allegiance was led by President Fedoroff.

- 3) Establishment of a quorum

Board of Directors President Iggy Fedoroff was present, as well as Directors Bill Rice, Laurie Mileur, Cecilia Montalvo and Cesilia Lomeli (who joined the meeting in progress).

Also present were Administrator Mike McDonough, Operations Manager Tim Benes, Administrative Assistant Simone Rathbun, as well as District Counsel Jeff Minnery and Michael Groves from SLO EMSA. Logged into the meeting as well were Harry Farmer, Kristi Jenkins, Kathe Tanner, Jody McDonough and Michael Bryant.

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

No comments made by the public.

#### **C) CONSENT AGENDA**

The Minutes from the February 16, 2021 Regular Board Meeting were presented for approval. Director Rice motioned to approve, Director Mileur seconded, Board approved 4/0. In order to accommodate Michael Groves, his SLO EMSA presentation was done ahead of regular Board business as was the California Voting Rights Act Resolution to permit District Counsel to leave the meeting early.

#### **D) REPORTS**

- 1) The Operations Report was presented by Tim Benes. He stated that the typos in mileage and fuel consumption in the activity report will be fixed. Unit 21 will receive the decals on the 26th of March and should be in service by the first of April. Tim is currently working with the County to get the new radios to

work. There has been a total of 26 transports and 69 incidents for March as of today. There was one Monterey County call, and one lost Monterey County call, due to both CCHD ambulances being out of the area.

Tim also added that approximately \$700 worth of safety equipment has been lost and needed replacement.

2) The Administrator's Report and Financial Review was presented by Michael McDonough. The Public Assistance Grant is being finished; info being sent to FEMA soon. The County has now moved to Tier 2. Tax revenue was down due to the lag with the County. The Election invoice was received in March, not as budgeted in February, and has been paid. The Audit is very close to completion, final draft should be ready for review by the Finance Committee and the final version presented to the full Board in May. Monthly employee meetings are going well. The 360 process has been completed and an employee survey has been initiated; the results will be presented at the next Board meeting. Mike is continuing to work on the new budget for the upcoming fiscal year.

Quarterly Quality Inspection (QI) meetings with Sierra Vista Hospital and French Hospital will begin, as well as with the County Mental Health Department, especially in the area of teens. Director Lomeli added that she hosts a group of teens that meet on Zoom once a month with a therapist. Director Montalvo inquired about seeing the District's QI. Administrator McDonough stated that we do have a QI Plan in place, however that it needs to be updated. Mike will provide a list of QI aspects and Director Lomeli and Mileur may form an Ad Hoc committee to propose a set of indicators to be followed at Board meetings.

### **3) Committee Reports**

a) President's Report: President Fedoroff reported that there was no meeting between the CCSD, CUSD and CCHD as there were no mutual subjects to agendaize. CCHD was charged less than \$300 by CCSD for the Strategic Plan mailings. He urged employees to get vaccinated against COVID. Tim Benes added that he talked to the EMSA and they are loosening the mask guidelines so long as all those present have been vaccinated.

b) Property & Facilities: Per Director Mileur the committee did not meet in February however there is a meeting planned for March 29, 2021 to discuss options regarding the crew quarters. President Fedoroff asked that the exterior paint some of which is deteriorating be considered in this discussion.

c) Healthcare Advocacy & Outreach: Per Director Montalvo the committee did not meet but will collaborate with Director Lomeli.

d) Finance: Per Director Rice the committee did not meet, however will schedule a meeting once the final draft of the audit is received.

e) Grants: The committee did not meet per Director Mileur.

f) Strategic Planning: The committee did not meet per Director Montalvo.

#### **E) REGULAR BUSINESS**

1) San Luis Obispo County EMSA Annual Report was presented by Michael Groves. He gave local EMSA update from the past year and plans, policies and procedures being written to allow paramedics, as well as EMTs, to administer vaccines and take swabs. The annual skill testing will now be moved to local agencies, with Tim Benes being one of the field training officers. Mike Groves then presented graphs comparing data from 911 responses and transports in 2019 to those in 2020. There has been a countywide decrease in calls by 11.5% and a 15.2% decrease in transports, with the biggest decrease in March, April, May and June of last year. The Response time graph was reviewed in detail, as were the Trauma graph and the Ground Level Fall graph. Overall, there has been a significant decrease in EMS responses throughout the year across the nation.

2) California Voting Rights Act Resolution – Mike McDonough discussed how our District could be segmented into zones and the public could elect a representative from each segment. District Counsel Jeff Minnery expounded on the District's response to this Act. An email was sent to the Administrator asking what the District planned on doing about it. Before the November election in 2022, a demographer may be hired if deemed necessary to comply with the Act. This Resolution commits us to consider hiring a demographer, and segmenting the District. Director Rice recommended we get together with the CCSD and CUSD in a collaborative approach if a demographer is hired and share the cost. Director Mileur motioned to approve this Resolution; Director Lomeli seconded; Board approved 5/0.

3) Part-time reserve ambulance staff wage analysis – Since the new MOU has been completed for the full-time staff, Administrator McDonough presented a proposal for an increase in part time wages. Tim added that he has struggled to fill part-time positions due to the low wage. This has also resulted in full-time staff filling open shifts at a premium. A graph of the estimated cost of bringing up the rates incrementally was presented and discussed. It was decided that additional information was needed in terms of net cost vs savings. Tim will go through the past time cards to gather some information. Mike suggested we table this topic and he will get details for the next Board meeting. The Directors agreed.

4) Status of Unit 17 – Tim Benes requested that this Unit be taken out of service and surplus. He suggested that we part it out, sell the things we will not use on our fleet, attempt to auction the Unit as is, or take it to a junkyard for recycling. It has severe corrosion and the engine has had a catastrophic failure in the turbocharger. Director Montalvo motioned to surplus and follow required procedures, Director Mileur seconded, Board approved 5/0.

5) Upstaffing proposal – Administrator McDonough reviewed historical emergency response and transport volume data. Mike added that the wage and housing in a hotel for staff costs would most likely be covered by the revenue from one private insurance call. Mike asked for consideration for pre-emptive upstaffing during peak periods for three national holidays from Memorial Day to Labor Day. Campgrounds are opening up, with the relaxing of COVID restrictions and people are traveling to the coast more. Since the Highway One slide we have “inherited” 14 campgrounds in our coverage territory. Director Montalvo motioned to approve the recommendation for three weekends of upstaffing during peak periods, Director Mileur seconded, Board approved 5/0.

6) Primary Care Project – Cecilia Montalvo discussed the Primary Care RFP responses. Besides Director Montalvo, the Committee for this project consists of Bill Rice, Kristi Jenkins, Barbara Bronson Gray, Dr. Robert Gong and Andy Pickar. There will be a meeting on Thursday 3/18/2021 and all proposals will be reviewed and consultant analysis will also be reviewed. There is currently \$300 left of the Consultant’s retainer and Director Montalvo asked the Board for an additional \$1000, which was approved without Board objection.

**F) DECLARATION OF FUTURE AGENDA ITEMS**

- 1) Part time wage proposal analysis/costs
- 2) Primary care proposal with report from Ad Hoc Committee.
- 3) CVRA closed session for discussion.
- 4) QI plan.

**G) ADJOURNMENT**

The meeting was adjourned at 7:46 pm.

The next regular meeting will be held on April 20, 2021 at 5:30 pm via Zoom.