



CAMBRIA COMMUNITY HEALTHCARE DISTRICT DECEMBER 17, 2020 BOARD MEETING MINUTES

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

A) OPENING

- 1) Call to order

The meeting was called to order at 9:02 am.

- 2) Pledge of Allegiance

Not done as there was no flag present.

- 3) Establishment of a quorum

Board of Directors Members Iggy Fedoroff, Bill Rice, Laurie Mileur and Cecilia Montalvo were present. Director Cesilia Lomeli was present for approximately half an hour of the meeting due to a patient scheduling conflict.

Also present were Administrator Mike McDonough, Operations Manager Tim Benes and Administrative Assistant Simone Rathbun, as well as District Counsel Jeff Minnery and Labor Negotiator Bill Avery.

Members of the public logged in were Kathe Tanner, Harry Farmer and one other.

B) PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA

No comments made by the public.

C) CONSENT AGENDA

The Minutes from the November 4, 2020 Special Board Meeting and the Minutes from the November 18, 2020 regular Board Meeting were reviewed. Director Rice motioned to approve both of these Minutes, Director Mileur seconded, Board approved 4/0.

D) REPORTS

1) The Operations Report was presented by Tim Benes – there were 64 incidents so far this month, with 19 transports. Tim stated that as soon as the new 4x4 ambulance is received the process will begin for getting it equipped, painted and decals applied. The Cambria Community Council logo will be added to the ambulance as well. We had one part time employee who tested positive for Covid but none of the other employees have.

2) The Administrator's Report was presented by Mike McDonough who gave updated Covid numbers. The employees will be trained to give Covid and flu vaccines when available; no dates given yet. The first round of the vaccine doses will be provided EMS personnel. Vaccines for the general public will probably be available in late Feb or early March. Another Trust donation was received via QGIV for \$525. Tax revenue was less in November, but has increased substantially in December. Legal fees over budget due to social media policy review and research. Monterey payment was received.

Director Lomeli mentioned that CHC will be working with the community to provide vaccinations as well.

3) COMMITTEE REPORTS

a) President's Report: Nothing to report except that Director Fedoroff would like to reinstitute having the heads of the CCHD, CCSD, CUSD and the Fire Dept get together.

b) Property & Facilities: Did meet and discussed need for dual band radios and need for improving crew quarters, which will begin in January.

c) Healthcare Advocacy & Outreach: Committee did not meet, however the Community Leader Forum did meet and discussed ways to help the homeless community. President Fedoroff stated that Rotary is handling food insecurities through December and in January they will decide if they need to start up the food project

that the Lions Club had spearheaded this year. Director Montalvo mentioned that the anti-eviction order is still in place.

d) Finance: The Committee did meet with the main purpose to review the recommendation made by the Property & Facilities Committee for radios. This will be covered in Agenda item E4. Administrator McDonough added that the annual audit is nearing completion.

e) Grants: The Committee did not meet during November and is still waiting for announcement of grant availability from FEMA. Mike added that we did submit one grant application for a State funded grant for solar power with a battery backup system. A grant was also put in for \$56k for PPE funding.

f) Strategic Planning: The Committee did not meet. Director Montalvo stated that the Board is going to track the strategic planning objectives quarterly.

E) REGULAR BUSINESS

1) Annual Election of Officers: No public comments made. President Fedoroff entertained a motion for the of nomination of Board officers. Director Rice nominated Iggy Fedoroff for Board President, Bill Rice for Vice President and Laurie Mileur for Secretary, seconded by Cecilia Montalvo. Board approved 5/0.

2) Monthly Board Meeting Date and Time possible change – Director Lomeli presented her request to move the monthly meetings to evenings due to her full-time employment as a healthcare provider. She stated that The North Coast Advisory Council and 4H have their meetings in the evenings and this really helps her be able to attend them. She also added that due to the pandemic she is very busy; with the clinic seeing over 800 patients last month. She wants to work with the Board and help the community but her number one priority is her patients. Tuesday or Thursday evenings would work the best for her.

Jeff Minnery asked if this would be the this would be third Thursday of each month.

Director Lomeli motioned that the monthly Board meetings be changed to Thursday evening, starting in January, at 5:30 pm, Director Mileur seconded, Board approved 5/0 (later changed due to a conflict).

3) Draft of District Policies - Review of final draft district policies and draft of volunteer policy and job description discussed. Director Mileur asked if this policy would apply to members of the community who serve on a Committee and Jeff Minnery stated that it does not. Director Montalvo expressed concern over volunteers having access to mailing patient billing; this will be amended by Mike. Director Rice motioned to accept the policies as modified, Director Mileur seconded, Board approved 4/0.

4) Portable Radio Equipment – Tim Benes presented a proposal to convert the District to new, set-of-the-art dual band radios. President Fedoroff added that Tim was able to get a substantial discount on this for the District. Director Rice motioned to approve acquisition of nine Motorola radios, Director Montalvo seconded, Board approved 4/0.

5) Social Media Policy Update – Bill Avery and Jeff Minnery discussed the current status of this standard operating procedure. They both stated that they have been meeting regularly with Robert McCloud from SEIU, and that they should reach an agreement soon. President Fedoroff suggested to the Board that more time be taken. This issue was tabled until the January meeting. No comments made by the public.

6) Primary Care Project - the RFP and independent contractor agreement (ICA) were reviewed. Director Montalvo stated that she would like to give the Board members more time to give her RFP feedback so the Board can release the RFP in January. With regards to the proposed ICA, paragraph four, under Compensation, put “client” in all caps in front of pre-approved expenses so that it is clear that the consultant must obtain pre-approval of the Administrator for such expenses. Also, Director Rice stated that \$10k compensation has been budgeted for the consultant. There need to be sufficient controls in place such that should additional funds be required the matter be brought to the Board for approval of any additional funds. This will be stated in a cover letter to the Consultant. Director Rice motioned to approve the ICA with cover letter explaining the Administrative controls that will be put in place, Director Montalvo seconded, Board approved 4/0.

At this time Jeff Minnery stated that he discovered he has a conflicting schedule with the proposed January Board Meeting for the third Thursday. Director Mileur motioned to have the meeting in January on the third Tuesday, on the 19th, starting at 5:30 pm, Director Montalvo seconded, Board approved 4/0.

Director Montalvo stated that she would like a Special Board Meeting scheduled in early January to get the RFP out the door. Administrator McDonough will get this meeting scheduled and inform the Board.

F) DECLARATION OF FUTURE AGENDA ITEMS

- 1) Strategic planning status
- 2) Primary care RFP.
- 3) SOP for social media
- 4) Identification of new Committee Chairs and members.

G) ADJOURNMENT

The meeting was adjourned at 10:15 am.