

CAMBRIA COMMUNITY HEALTHCARE DISTRICT

JANUARY 19, 2021

BOARD MEETING MINUTES



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

A) OPENING

- 1) Call to order

President Fedoroff called the meeting to order at 5:43 pm.

- 2) Pledge of Allegiance

President Fedoroff led the Pledge of Allegiance.

- 3) Establishment of a quorum

Board of Directors Members Iggy Fedoroff, Bill Rice, Laurie Mileur, Cecilia Montalvo, and Cesilia Lomeli were present.

Also present were Administrator Mike McDonough, Operations Manager Tim Benes, Administrative Assistant Simone Rathbun, Walter Kopp, Bill Avery, District Legal Counsel Jeff Minnery, Harry Farmer and Kristi Jenkins.

B) PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA

A member of the public was present but had no comments.

C) CONSENT AGENDA

The Minutes from the December 17, 2020 Board Meeting were presented for review. Director Montalvo requested two corrections be made; replacing the word “she” with “the Board” in two separate sections. With these corrections made, Director Rice motioned to accept these Minutes, Director Montalvo seconded, Board approved 5/0.

D) REPORTS

- 1) The Operation Report was given by Tim Benes, who stated that so far this month there have been 76 incidents and 34 transports. The heater core for Unit 18 was replaced but it is currently back in the shop getting another issue fixed. Monterey County invoice was sent for transports. Fuel cards have been added; the accounts on previous cards were closed. We are now on the WEX program to get gas at different locations. Director Montalvo inquired as to why only 40% of the staff has opted to receive the vaccine. Director Lomeli stated that this is normal and that everyone has their own personal reasons. Administrator McDonough added this is quite normal across the Country. Director Mileur added that

her son was scheduled to get the vaccine however became Covid positive and stated that he strongly advises people to get the vaccine, due to the severity of his Covid.

2) The Administrator's Report was presented by Mike McDonough, who gave Covid updates; all of the staff are healthy. There are no current Covid testing sites scheduled. The community inquired about the vaccine on Friday due to the County stating it would be available for those 75 and older, however all the vaccines were spoken for very quickly. Mike is working with the County to administer vaccines at the District, which would probably be at the end of February or early March. 58% of ICU beds in this county are available. Donations were made to the Trust in December; \$625 from Iggy Fedoroff, \$105 from Michael Walsh and \$1000 from Thomas Kratochvil. There is currently approximately 26k remaining in the Trust. Tax revenue was good. Uniform was over budget due to purchase of ballistic safety gear which Project heartbeat will reimburse us for. Call volume up 23% from last year, however transports 30% below. Consequently, ambulance revenue was down from last December. Write-offs on the aged accounts were done. President Fedoroff asked Mike to elaborate on the QI review listed in the Administrator's Report on page 20. Mike went over the Quality Inspection process on the calls, which is done once the PCR is complete. This information can also be used to get patient feedback. Mike was asked to keep this item open and to find benchmarks and national standards that might apply to our district. President Fedoroff then added that the District is 42k+ over last year's revenue, which is quite good. Bill Rice clarified that this amount is the District's positive cash position.

3) Committee Reports

a) President's Report: President Fedoroff has reached out to CCSD and CUSD regarding getting together to discuss items of mutual interest. Cindy Steidel and Scott Smith have replied and would like to get together. Once the County approves CCHD to give vaccinations, he stated we will need to coordinate with these other entities.

b) Property & Facilities: The Committee met on 1/12/21 and is developing a priority list for capital needs and building needs; will meet again once list is completed.

c) Healthcare & Advocacy: Director Montalvo stated the Committee did not meet.

d) Finance: Director Rice stated he is working on the mid-year budget review however it proved a little more challenging due to some open items. Will meet before the February Board meeting and will present it then.

e) Grants: Director Mileur stated that the Committee met on 1/13/21 and the AFG grant was discussed. Two applications are to be submitted, due no later than 2/12/21. One is a resubmission of the power load cot and the other grant is for two new ambulances. Input was received from Kevin at FEMA and Regional Representative Sandy Tripp, who gave an overview of our previous application, and told us we stand a good chance for funding this time around. The grant

application was revised based on that conversation. Mike then added that he is submitting a Public Assistance Grant through FEMA for Covid related costs and has a Representative walking him through the process.

f) Strategic Planning: The Committee did not meet.

E) REGULAR BUSINESS

1) Standing and Ad Hoc Committee Assignments: Reviewed and are to be entered into the record.

2) Social Media Policy Update: Bill Avery presented a final draft to the Board. President Fedoroff noted that it appears to read that the employees can use their personal equipment. Mike added that the employees understand HIPAA and that they see the pictures they take as harmless showcasing their work and what they do. Bill Avery added that they are being very cautious and are trying to meet everyone's needs. Both Director Mileur and Director Montalvo voiced their concern with having employees photographing these scenes. Next Tuesday at 10 am Mike and Bill Avery will meet with the Union and hopefully reach an agreement, subject to the Board's approval. This will be on next month's agenda.

3) Soliciting Proposals for Primary Care Services: Director Montalvo introduced Walter Kopp, who has worked in Medical Management for over 35 years. He is now assisting us with the RFP and any responses we may get. Mr. Kopp stated he has worked with many different Districts on securing access to care. Director Montalvo highlighted the revised timetable in the RFP. Director Lomeli inquired as to why Dr. Lewis' clinic closed, and why it was a priority to get the RFP out during a pandemic. She also asked why CHC isn't just expanded so that they can bring in an MD. Director Montalvo explained that Tenet operated the clinic where Dr. Lewis worked and there was no relationship with the District. She was moved to Atascadero by Tenet. She then added that it will take a long time to recruit a primary care provider likely in late 2022 but the process has to begin now. Director Montalvo then addressed Director Lomeli's third concern; stating that being a public entity we cannot favor one provider over another, so this opportunity is offered to all providers likely to show an interest. CHC is on the list of companies to receive this RFP and they are free to bid. Director Rice recommended that the RFP also be sent to Samsun Clinic in Santa Barbara. Director Rice motioned to approve the issuance of the RFP, seconded by Director Mileur, Board approved 5/0. Public comment – Kristi Jenkins commented on this matter.

4) Strategic Plan Update and Quarterly review of objectives. The Plan communication piece was presented. Director Rice inquired as to distribution; President Fedoroff stated that a press release will be given to cambriaca.org online newsletter. Mike stated other news agencies that will be receiving press releases are The Tribune, Estero Bay Times, The Cambrian, and The New Times. Director Mileur inquired if this could be mailed out to residents, to which Director Rice stated that there are currently no funds in the budget for mailing. President Fedoroff stated that Mike should contact CCSD and the San Simeon CCSD to have it sent out as a flyer. Director Rice motioned to approve, Director Mileur

seconded, Board approved 5/0. The tracking document was reviewed and Mike discussed the different goals in the document and the steps that will be used to achieve them.

5) Draft Mid-Year Budget Review: Administrator McDonough and Director Rice are currently working on this and asked it be moved to the February agenda. The Board members concurred.

6) AFG 2020 Grant Matching Funds Request: If we are funded for both of the AFG grants we would need to match 5%, which would be approximately 20k. Director Rice added that the 5% commitment, due to the timing, is not a current fiscal year budget issue, and it will be in next years' budget. Director Rice motioned to approve, seconded by Director Montalvo, Board approved 5/0.

F) DECLARATION OF FUTURE AGENDA ITEMS

1) Discuss mid-year budget. (McDonough)

2) Social media policy. (McDonough)

3) Formation of Ad Hoc committee to review primary care RFP responses. (Montalvo)

4) Closed session for half-year review of Administrator McDonough's performance. This would be a 360-degree review that would include employee feedback to President Fedoroff; an employee portal would be set up and employee input could be submitted anonymously. (Fedoroff)

G) ADJOURNMENT

The meeting was adjourned at 7:21 pm.

The next regular Board Meeting will be held on Tuesday, 2/16/21 at 5:30 pm via Zoom.